



DEPARTMENT OF HUMAN SERVICES

Wes Moore, Governor · Aruna Miller, Lt. Governor · Rafael López, Secretary

**REQUEST FOR EXPRESSIONS OF INTEREST
RESIDENTIAL CHILD CARE SERVICES
SSA/RCC-26-001-S
QUESTIONS AND RESPONSES #2**

Question 8: Providers shall not reject a referral for a youth who meets their Program profile unless the Program has reached bed capacity. Any rejection of a youth meeting the Program profile must be reported to the SSA Contracts Monitor, along with an explanation of why the referral cannot be accepted. Providers may only reject such a referral if they have submitted a justification to the SSA Contracts Monitor and received prior written approval from the SSA Executive Director or designee.

- Can a provider reject a youth due to staffing issues/concerns?

Response: Any rejection requests must be in writing and submitted for review.

Question 9: Note: Failure to submit required reports within the timeframes identified may result in placement on the SSA Hotlist, termination of referrals to the Contractor or termination of the Contract. Final invoice payment is contingent upon receipt of all reports identified above.

- If you are placed on the hotlist, are the youth removed from the program?
- Who makes this determination to remove the youth?

Response: In most instances, placement of a provider on the SSA Hotlist does not result in the automatic removal of youth from the program. Youth are removed when safety concerns are identified and the

Department determines that removal is necessary to ensure the safety and well-being of the youth. Decisions to remove youth from a program are made by the Executive Director or the Executive Director's designee.

Question 10: At this time, we are not licensed but are actively working toward obtaining the necessary licensing. We would like to inquire whether we are eligible to respond to this Request For Expression despite our current licensing status.

If not, we kindly request the contact information for the appropriate licensing office so that we may begin the process of becoming licensed.

Response: No. A provider is not eligible to respond to the Request for Expressions of Interest (REOI) unless it holds an active license issued by one of the three authorized licensing entities by the due date for Response: the Maryland Department of Human Services (DHS), the Department of Juvenile Services (DJS), and/or the Maryland Department of Health (MDH).

To obtain licensure to provide residential child care services under COMAR 14.31.05, a provider must first respond to an issued Statement of Need (SON). DHS issued a SON in July 2025, and the submission period for that solicitation is now closed.

Providers interested in offering services through the Developmental Disabilities Administration (DDA) may contact Janet Furman at Janet.Furman@maryland.gov for additional information.

Question 11: I am seeking clarification of what constitutes #9: Program Questionnaire (if applicable)?

Response: The Program Questionnaire is a document that is provided by SSA to providers that have been awarded a contract. The Program Questionnaire information will be provided once the contract is fully executed.

Question 12: Regarding MBE forms and what is submitted with the proposal. Is the only form needed at proposal Form D-1A, pages D-1 thru D-4?

Response: Please complete the entire MBE Attachment D-1A. It is ten pages in length and there is a signature page on page 10.

Question 13: If we need to create our own program description, what information should be included specifically? Are there parameters for page or character count?

Response: The Program description should be a detailed description of the services offered as required in the Scope of Work and applicable statutes and regulations and how you intend to provide the services.

Question 14: We have not received the FY2026 IRC rate letter yet. Can we instead include FY2025?

Response: If you have not received a FY2026 IRC letter please contact Dante Scancella from the Maryland State Department of Education, Interagency Rates Committee at Dante.Scancella1@maryland.gov.

Question 15: We have three existing homes and would like to add two more. Is this expression of interest just to renew existing homes or can we request more through this expression of interest?

Response: If the two homes are licensed, then they can be added to the response to the EOI. If the two homes are not licensed they are not applicable to this procurement.

Question 16: If we are allowed to propose two new homes, do we need to submit two new staffing grids?

Response: Yes

Question 17: Where are a list of MBE's?

Response: Please refer to the following website:

<https://marylandmdbe.gob2g.com/>

Question 18: Thank you for taking the time to review my email. I noticed that this opportunity did not request a budget. However, we're interested in establishing additional programming to meet youth in need of placement across MD. To this end, we'd like to inquire about the following:

1. Is DHS willing to consider funding building modifications needed to deliver some of the services we are proposing. If so, can we include a budget for the capital expenses with this submission?

Response: Not at this time.

Question 19: Is DHS accepting proposals for services not captured in the QSRI class system, like the Crisis Stabilization units we're currently operating or Shelter Services? These services would be delivered in a licensed RCC program but would require a different funding model then listed in the existing classes. If so, how should we submit proposals for this type of programming? Should we include with this submission along with a budget?

Response: If the shelter is licensed under COMAR 14.31.05, the proposal can be submitted in response to this REOI.

Question 20: Our first question concerns the two programs we are currently contracted for. Do we need to complete the expression of interest for our RCCDD program even if the contract doesn't expire until August 31, 2026?

Response: Yes

Question 21: We were also unsure whether a digital signature would suffice for the documents or if we needed a wet signature. Please advise.

Response: Electronic signatures are acceptable.

Question 22: What is required of a Provider to provide Psychiatric Respite services?

Response: Exhibit 1 attached to the Scope of Work specifically describes the requirements for each Program.

Question 23: The scope of work within Attachment B states “the department will only pay the rate established by the IRC when a child is placed with a Provider”, however we do not have rates established by the IRC as our rates are consistent with Autism Waiver. Historically had rates approved through MSDE and now Autism Waiver, not the IRC. Can this be modified to indicate such?

Response: The provider must be children’s licensed provider with a rate issued by the Maryland Department of Education.

Question 24: We are reviewing the Data Release Agreement more thoroughly. I am not sure that we will be able to comply with all things listed. Please confirm if this will exclude us from renewing our contract.

Response: If awarded a contract, Providers are expected to comply with each of the requirements identified in the contract documents. Any requirement or term that the Provider takes exception to must be identified in the Provider’s Response for DHS review.

Question 25: Is there a specific format we need to use for the staffing plan? If not what should be included in it?

Response: At a minimum, the staffing plan should identify the staff assigned, roles and responsibilities and any licensing and certifications that may be required.

Question 26: Our agency has currently had only one contract that covered both DD homes and Medically fragile homes, but we were wondering if we should be submitting the expression of interest separately for each of these. Is there a recommendation for either?

Response: Yes, submit a separate Program Description and Rate Letter, although one contract may be issued that includes all of the Provider's Programs.

Question 27: If we are applying for MBE certification can we count that as 1.5% for this contract?

Response: Your company must have official MBE certification to count your work toward meeting the Minority Business Enterprise (MBE) goal for this contract. Specifically, certification is required to account for the 1.5% you referenced.

Question 28: I am writing to clarify for our 17 total beds if we need to submit an Expression of Interest for the 5 Group Home Program Beds and the 12 High Intensity Group Home beds separately or if we can just do 1 total submission based on our Contract Summary.

Response: Yes, submit a separate Program Description and Rate Letter for each Program, although one contract may be issued that includes all of the Provider's Programs.

Question 29: Our organization is a non-profit (NGO). Am I correct in assuming that we would not be eligible to be considered an MBE? Based on my understanding of how MBEs are defined, I do not believe we qualify, but I wanted to confirm.

Response: Please contact the Maryland Department of Transportation: <https://marylandmdbe.gob2g.com/> for information regarding MBE certification requirements.

Question 30: Are only previously licensed organizations with current contracts eligible to submit an EOI, or can newly licensed organizations also apply to become Residential Child Care Per Diem providers?

Response: Newly licensed can also apply to this REOI, but your agency needs to submit all required documentation including an FY26 Rate Letter for your Program.

Question 31: As a non-profit organization, we have not attempted to be certified as a minority business enterprise, nor do we utilize subcontractors to administer our programming (see more information below). Are we disqualified from the process if we do not meet the criteria for Attachment D – MBE Utilization and Fair Solicitation Affidavit & MBE Participation Schedule?

Response: No. Your company does not need to be a Minority Business Enterprise (MBE) to submit a Proposal. The MBE Attachment D-1A is required and should indicate which MBE subcontractors that you intend to work with during the course of the Contract.

Question 32: Regarding Attachment I for EOI solicitation SSA/RCC-26-001-S, all Employees/Agents with access to confidential information have existing non-disclosure agreements with NCCF. Will it be acceptable to attach copies of their individual non-disclosure agreements in lieu of I-2 on page 4 (i.e. indicating "see attached" for each employee and agent, and providing copies of their agreements with our EOI submission)?

Response: No. Please have all individuals sign Attachment I-2.

**Sang Kang
Procurement Officer
January 8, 2026**