

**REQUEST FOR PROPOSALS (RFP)**

**STATE OF MARYLAND  
DEPARTMENT OF HUMAN SERVICES  
DISABILITY BENEFITS ADVOCACY PROJECT  
FIA/DBA-21-001-S**

**AMENDMENT # 3  
May 11, 2022**

Dear Prospective Offerors:

This amendment is being issued to amend certain information in the above-named RFP. All information contained herein is binding on all Offerors who respond to this RFP. Specific parts of the RFP have been amended. The changes are listed below. New language has been double underlined and marked in **bold** (i.e. **word**), and language that has been deleted has been marked with a strikethrough (i.e. ~~word~~).

**1. Revise the first sentence of 2.3.1.F as follows:**

Conduct the following activities during Normal State Business Hours at all LDSS locations **(The Contractor shall have a local office in Maryland so that the customers can also have the option of in-person interactions with the Contractor outside of the LDSS office):**

**2. Revise Section 2.3.1 as follows:**

**H. Meet with the Contract Monitor monthly.**

**3. Revise Section 2.3.6.A as follows:**

A. Provide an individual to serve as the Contractor's Project Manager, who will be the chief point of contact during the entire term of the Contract.

The Contractor's Project Manager's duties shall include overall oversight of project operations, maintaining quality assurance, and providing input and recommendations regarding the Title II and XVI Benefit claiming process, where applicable.

**The Contractor's Project Manager shall be located in Maryland.**

If you require clarification of the information provided in this amendment, please contact me at (410) 767-7404, or via email at [sang.kang@maryland.gov](mailto:sang.kang@maryland.gov).

**Sang Kang, Procurement Officer  
May 11, 2022**

