

**DEPARTMENT OF HUMAN RESOURCES
REQUEST FOR PROPOSALS (RFP) FOR
LEGAL SERVICES FOR HARFORD COUNTY DEPARTMENT OF SOCIAL
SERVICES (HCDSS)**

QUESTIONS AND RESPONSES # 1

Question 1: Where I can find the current contract info?

Response: At this time, HCDSS can provide: 1) the name of the current contractor (Love, Fleming, and Bearsch, LLC); 2) the current contract's term (5 years- 3-year base and two, one-year option years); and 3) the current contract's dollar amount (\$810,000).

If an Offeror wants any additional information regarding the current contract (ex. a copy of the contract or a copy of the last RFP HCDSS issued for these services), it should submit a Public Information Act Request for that information to the Procurement Officer. More information regarding the Public Information Act is available at:

http://www.marylandattorneygeneral.gov/OpenGov%20Documents/Appendix_1.pdf.

Question 2: Is there a page limitation for the proposal?

Response: No.

Question 3: Section 3.2.2.4. on page 27 states the contractor shall "Attend a minimum of three seminars and training workshops..."
Is this for the entire period of performance for the contract **or** three seminars/workshops per year?

Response: Section 3.2.2.4 requires the Contractor to attend a minimum of three seminars/workshops per year.

Question 4: Section 3.2.2.5. on page 27 states the contractor shall, "Provide a minimum of two trainings per year in Harford County..."
Should these run all day, 2-hours, a half day, full day, etc.?

Response: HCDSS expects the trainings to run 2-3 hours.

Question 5: Page 16 of the RFP (Section 1.33) states there is an MBE goal of 5%. Is the word **goal** synonymous with **requirement** for this procurement?

Response: Yes. Offerors are required to either: 1) show how they will meet or exceed the 5% goal; or 2) request a waiver from meeting the 5% goal as explained in Section 1.33.3(c).

Question 6: Can Offerors obtain a copy of the current contract from the Harford County website (<http://www.harfordcountymd.gov/DocumentCenter/Index/786>) or some other website?

Response: Unfortunately, Offerors cannot download a copy of the current contract (or the solicitation issued for that contract) from a website. If an Offeror wants more information than what HCDSS provided in the response to Question 1, it can submit a Public Information Act request for that information.