

**REQUEST FOR PROPOSALS (RFP)**  
**STATE OF MARYLAND**  
**DEPARTMENT OF HUMAN SERVICES**  
**(DHS)**  
**MARYLAND CHILD SUPPORT ADMINISTRATION**  
**ELECTRONIC BENEFITS TRANSFER SYSTEM (EBT)**  
**RFP NUMBER: OTHS/EBT-23-017-S**  
**AMENDMENT # 2**  
**December 8, 2023**

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 Key Information Summary Sheet as follows:**

<b>Request for Proposals</b>	Services - Electronic Benefits Transfer System
<b>Solicitation Number:</b>	<b>OTHS/EBT-23-017-S</b>
<b>RFP Issue Date:</b>	September 19, 2023
<b>RFP Issuing Office:</b>	Department of Human Services (Department or DHS)
<b>Procurement Officer:</b>	<del>Samuel Eduful</del> <b><u>Rufus Berry</u></b> Maryland Department of Human Services 311 W. Saratoga Street 9th Floor, Room <del>940-J</del> <b><u>940-Q</u></b> Baltimore, MD 21201  e-mail: <a href="mailto:Samuel.Eduful@Maryland.Gov">Samuel.Eduful@Maryland.Gov</a> <b><u>Rufus.Berry@maryland.gov</u></b> Office Phone: 410.767.7068 <b><u>410.767.7044</u></b>

<b>Proposals are to be sent to:</b>	Proposals will be accepted through the State’s eMaryland Marketplace Advantage (eMMA). Instructions on how to submit electronically can be found at: <a href="https://procurement.maryland.gov/wp-content/uploads/sites/12/2021/01/5-eMMA-QRG-Responding-to-Solicitations-Double-EnvelopeRFP.pdf">https://procurement.maryland.gov/wp-content/uploads/sites/12/2021/01/5-eMMA-QRG-Responding-to-Solicitations-Double-EnvelopeRFP.pdf</a>
<b>Pre-Proposal Conference:</b>	<b>September 28, 2023, from 10:00am - 12:00pm Local Time</b> See <b>Attachment A</b> for directions and instructions.
<b>Questions Due Date and Time</b>	<b>October 20, 2023, at 2:00 PM Local Time</b>
<b>Proposal Due (Closing) Date and Time:</b>	<b>December 19, 2023, at 2:00 PM Local Time</b> Offerors are reminded that a completed Feedback Form is requested if a no-bid decision is made (see <b>page iv</b> ).
<b>MBE Subcontracting Goal:</b>	8% with no sub-goals.
<b>VSBE Subcontracting Goal:</b>	7%
<b>Contract Type:</b>	Firm Fixed Price
<b>Contract Duration:</b>	Five (5) year base period with two, 2-year renewal option periods.
<b>Primary Place of Performance:</b>	As Proposed by Offeror
<b>SBR Designation:</b>	No
<b>Federal Funding:</b>	Yes

2. In addition to the items herein, all references to the Procurement Officer for this solicitation shall be revised and all questions, correspondence and notices shall be forward to **Rufus Berry**, via email [Rufus.Berry@maryland.gov](mailto:Rufus.Berry@maryland.gov), effective the date of this Amendment.

**If you require clarification of the information provided in this amendment, please contact me at (410) 767-7044, or via email at [Rufus.Berry@maryland.gov](mailto:Rufus.Berry@maryland.gov)**

**Rufus Berry**

**Procurement Officer**

**December 8, 2023**