



DEPARTMENT OF HUMAN SERVICES

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

REQUEST FOR PROPOSALS (RFP)

STATE OF MARYLAND

DEPARTMENT OF HUMAN SERVICES

(DHS)

COMMUNITY BASED PREVENTION SUPPORT SERVICES

RFP NUMBER: SSA/CMPS-23-001-S

QUESTIONS AND RESPONSES SERIES # 1

January 15, 2025

Question 1: We are reaching out to clarify if the Certificate of Insurances are required in the Proposal Submittal or if they are required afterwards?

Response: Certificate of Insurance is required as specified in the RFP. See Section 3.6 and Table A – Attachments and Documents Required with the Proposal – Tab L.

Question 2: We are trying to complete the attached Financial Proposal Form. However, the sheet seems to be password protected. Can you please provide us with a version that is not password protected OR provide us the password in order to complete?

Response: Enter your pricing information on column M and N on the Financial Proposal Form, save the document as PDF and proceed to complete the remaining details. The remaining cells are password protected and cannot be shared.

Question 3: The “Veteran-Owned Small Business Enterprise (VSBE) Form E-1A” is highlighted in pink which states that if not submitted, our proposal will be rejected. However, we are not a VSBE. In the case that an attachment is not applicable to us. Should we provide something like the attached? Or is this not necessary.

Response: This solicitation does not include a Veteran-Owned Small Business Enterprise goal. Therefore, Form E-1A will not be applicable.



Question 4: I am reaching out for clarification on “Attachment C - Bid Bond”. Could you kindly provide us with instruction on how we should fill this out? Is the sum for the amount requested in our proposal?

Response: Attachment C - Bid Bond is not applicable to this solicitation.

Samuel Eduful

Procurement Officer

January 15, 2025