MARYLAND DEPARTMENT OF HUMAN SERVICES
PRE-PROPOSAL CONFERENCE
REQUEST FOR PROPOSALS
RFP NUMBER SSA/RCC-19-001-S
RESIDENTIAL CHILD CARE PROGRAMS
THURSDAY, DECEMBER 5, 2019
10:30 A.M.
Enoch Pratt Free Library
Wheeler Auditorium
400 Cathedral Street
Baltimore, Maryland

PRESENT FROM MARYLAND DEPARTMENT OF HUMAN SERVICES:

ARDENA M. WALKER, Program Manager
Contracts and Monitoring Unit, SSA

DEBBIE MARINI, Director, Placement and Permanency
Social Services Administration

DAVID AYER, Deputy Executive Director
Operations, SSA

KENNETH L. JESSUP, Program Manager, Hiring
Agreements, Family Investment Administration

ARETHA ECTOR, Assistant Attorney General

SANDRA JOHNSON, Director of Procurement

NIA GRAVES, Procurement Specialist

RICHARD MASON, IV, Supervisor
Contracts and Monitoring Unit, SSA

PRESENT FROM MARYLAND DEPARTMENT OF HUMAN RESOURCES:

SANG KANG, Procurement Officer

ANDRE J. THOMAS, Program Manager
Office of Licensing and Monitoring (OLM)

HELEN MURRAY-MILLER, Quality Assurance/
Data Management, OLM

REPORTED BY: DEBORAH B. GAUTHIER, Notary Public
MR. KANG: Good morning. Today is -- welcome to the pre-proposal conference for the Residential Child Care Programs RFP. My name is Sang Kang, and today we will be presenting information about the Request for Proposals, and we will also be trying to answer any questions that you may have about the RFP. If you have not already done so, please make sure that you sign in outside, and when you are signing in please indicate whether you are a Minority Business Enterprise or a Small Business Enterprise.

Please note that the court reporter will be transcribing the event, so when you ask questions, we are going to have a microphone go around. Just please make sure you state your name and your company for the record. The transcript of -- a transcript of this conference will be -- will be made available on eMaryland Marketplace Advantage and also the DHS website. So I'd like to begin the conference with introductions. We're going to have Henry and Danny go around with the mics so everybody can introduce
themselves. I think -- I was expecting more people, so I think everybody can introduce themselves, so just please state your name and your organization, and, also, if you're an MBE or VSBE -- please let us know if you're an MBE or VSBE and you can give a description of the type of services that you provide. Okay. I guess we'll start over here.

MR. BERRY: Rufus Berry, DHS Procurement.

AUDIENCE MEMBER: Hi, I'm Jacqueline (indiscernible).

MR. JESSUP: Good morning. My name is Kenneth Jessup. I'm here as the Program Manager for Hiring Agreements Programs.

MS. ECTOR: Aretha Ector, Assistant Attorney General, DHS.

MS. JOHNSON: Sandy Johnson, Director of Procurement for DHS.

MR. CORNHEY: Simon Cornhey, Office of the Attorney General, DHS.

MS. WIMBISH: Sharone Wimbish, Contract Monitor, Social Services Administration.
MS. ROSETTE: Londa Rosette, Contract Monitor, SSA.

MS. DUNN: Beatrice Dunn, Gibbs Place, LLC.

MR. MADDEN: Nathaniel Madden, SSA Operations.

MS. KOLLEH: Christie Kolleh, Program Manager, Community Options.

MS. PEREZ: Chloe Perez, Hearts and Homes for Youth.

MR. CLEMENT: Paul Clement, Hearts and Homes for Youth.

MS. HAYES: Hi. I'm Melanie Geddings Hayes, Hearts and Homes for Youth.

MS. TETREULT: Hi. I'm Kathryn Tetreault with (indiscernible).

MR. BUCHDAHL: Ezra Buchdahl, Catholic Charities, St. Vincent's Villa.

MR. MASON: Richard Mason, Social Services Administration, Contracts and Monitoring Supervisor.

MR. EDUFUL: Samuel Eduful, Contracts and Monitoring, DHS.
MS. FROST:  Shilda Frost, Second Family.

MS. THOMAS:  Dovia Thomas, Second Family.

MR. LABULE:  Joseph Labule, Second Family.

MR. FLEMMONS:  David Flemmons, Second Family.

AUDIENCE MEMBER:  Aquan (indiscernible).

MS. EBY:  Hi.  I'm Beth Eby, COO of Creative Options.

MS. CARTER:  Pamela Carter (indiscernible).

MR. DOKA:  Mohammed Doka, NCCF.

MR. OKHOMINA:  Omore Okhomina, National Center for Children and Families.

AUDIENCE MEMBER:  (Indiscernible).

MR. TEASLEY:  Isaiah Teasley, Program Director, Bridgeway.

MS. BRITT:  Elizabeth Britt from Britt's Industries.  I'm an MBE and I'm certified for commercial printing.

MR. FORD:  John Ford with the Arc of Washington County, Incorporated in Hagerstown.

MR. DINGLE:  Good morning.  Zachary Dingle, Executive Director of Jumoke.
MS. MCGLOTHLIN-RENAULT: Jennifer McGlothlin-Renault, Arrow Child and Family Ministries, Vice President of Maryland Operations.

MR. BASLER: Robert Basler, Arrow Child and Family Ministries.

MR. PRUETT: Jay Pruett, Arrow Child and Family Ministries.

MS. RIDGLEY: Nikeya Ridgley, Ardmore Enterprises.

MS. POWELL: Karen Powell, Maryland State Department of Education.

MR. HUBNER: Louis Hubner, Controller at The Children's Guild.

MS. FRIES: Allisa Fries, Children's Guild.

MS. FURMAN: Janet Furman, Department of Health, Developmental Disabilities Administration.

MS. ANDERSON: Lisa Anderson with the Children's Guild.

MR. HOWE: Steve Howe with Children's Guild.

MR. BAIRD: Bobby Baird, Board of Child Care.

MS. SMITH: Good morning. Nicole Smith,
Board of Child Care.

MS. BERGER: Kelly Berger, Board of Child Care.

MS. JOHNSON: Danielle Johnson, Inner County Outreach.

MR. COOPER: Andre Cooper, The Children's Home.

MS. REID: Nicky Reid, The Children's Home.


MS. SHATZER: Paula Shatzer, Cedar Ridge Children's Home.

MR. BADLEY: Tom Badley, Cedar Ridge.

AUDIENCE MEMBER: (Indiscernible) Central Office, Procurement Supervisor.

MR. THOMAS: Andre Thomas, DHS, Office of Licensing and Monitoring.

AUDIENCE MEMBER: (Indiscernible) DHS, Office of Licensing and Monitoring.
MS. BULLUCK: Odetta Bulluck, Office of Licensing and Monitoring.


MR. MCCOURT: Paul McCourt, Innovative Services.

MS. MCCABE: Jennifer McCabe, Office of Licensing and Monitoring.

MS. MURRAY-MILLER: Helen Murray-Miller, Office of Licensing and Monitoring.

MS. SPARROW: Patricia Sparrow, Office of Licensing and Monitoring.

MS. JARVIS: Kisah Jarvis, Office of Licensing and Monitoring.


MR. AYER: Hi, everyone. David Ayer, Social Services Administration.

MS. MARINI: Good morning, everyone. Debbie Marini, Director of Placement and Permanency, SSA.

MS. WALKER: Ardena Walker, Program Monitor,
SSA Contracts and Monitoring.

MR. KANG: Okay. Thank you. Today to make opening remarks is David Ayer, who is Deputy Executive Director of SSA.

(Whereupon, there were comments off the record.)

MR. AYER: Welcome, everyone. Welcome to our providers and various State representatives. Really glad to have the group together today. I don't think anyone's arrived mistakenly to this pre-proposal conference for the RCC's RFP.

I wanted to just briefly review that we're focusing on several kinds of placement services that we very much need to have for our foster children; group homes, high intensity group homes, therapeutic group home programs. We have programs for the developmentally disabled; we have diagnostic evaluation and treatment programs, as well as some recent additions over the last year, year-and-a-half, two years maybe, the high intensity group home services that are serving the commercially sexually exploited,
as well as those with emotional and cognitive developmental disabilities. And so we have a broad range of needs that continue to need to be met as we move forward. We have, as you know and as reflected somewhat in the RFP, itself, some core principles that we're espousing and trying harder and harder with, through our own efforts and, obviously, through emphasis of our federal partners, on placing only when necessary in these special kinds of placement services so that we have the right services being matched to the needs of the children for whom they're designed. You know, we're shifting as we go along, paying more attention to trauma-informed services, family involvement, as we continue to work with these children and youth, even though they're in group home kinds of settings, and being as community-based as we can be -- well, actually, very community-based in all the other facets of the lives of children who live in the homes.

I'll also just make a brief pitch for what's to come, in terms of modernization. A lot of my time lately has been focused on modernizing information
systems and we do envision a future. I can't say I have it in hand right this very moment, but always having the hope of reaching this vision of being able to have a decent kind of collaboration and data sharing be able to take place between the providers and the State agency, the Social Services Administration, in relation to serving our children and our families. And there are the beginnings of a portal that we're going to -- a portal that is being developed and will provide a conduit for us to have various kinds of exchanges and data sharing that will be appropriate to serving the needs of the children and families that we have. So, like I said, it's not quite entirely in hand just yet, but we're going to continue to aim for that as we go along.

This RFP was issued on November 4th, and it will be -- proposals will be due by two o'clock on February 6th, 2020, next year. A lot of questions have been received and are being answered, and the clarifications will continue to be made, particularly following feedback and questions from today's meeting.
And so I really wanted to welcome you again. Thank you so much for serving the children with all the love, care, and, very importantly, the expertise and professional services that you provide for each of these children and that each of these children deserve as they move through their lives. And so we're very appreciative of all the efforts that you and the folks that you hire to help take care of these children and help them thrive as they go through this what's supposed to be a temporary experience of foster care and we all work together to try to achieve that for these children. So without further ado, the next part would be to hand over to Sang, and thank you -- thank you again. And I'll send this back over here.

MR. KANG: Thank you, David. Okay. Now I will present Section 1 of the RFP. I know the agenda states that we are going to have two sets of questions, but we're just going to hold off questions till the end and we're going to go through each section of the RFP first.

So Section 1 is Offeror Minimum
Qualifications, and I'll go quickly. For the following programs, Developmentally Disabled, Diagnostic Evaluation and Treatment Program, Group Home, High Intensity Group Home, Therapeutic Group Home, and Medically Fragile, you must be in good standing with the appropriate licensing agency and have a current, valid Maryland license to provide residential child care services. As proof of meeting this requirement, you need to submit a copy of the current license with your proposal.

For High Intensity Group Home Services—Commercially Sexually Exploited and High Intensity Group Home Services—Emotional and Cognitive Developmentally Disabled, the Offeror needs to have a Maryland license to provide these services by the time of recommendation for award, and you need to submit a copy of a Letter of Intent to OLM expressing interest in obtaining a license to provide either CSE or ECDD services.

So we have one preferred qualification for this RFP, and I know that there are some questions
about it, but just please wait till the end and we'll try to answer them. The preferred qualification is to be accredited as a Qualified Residential Treatment Program or QRTP, and you would have to be certified or accredited by any of the following three bodies, which are Council on Accreditation, Commission on Accreditation of Rehabilitation Facilities, and the Joint Commission on Accreditation on Health Care Organizations, so -- and if you have that accreditation, please submit it with your Proposal. And so those are the minimum and preferred qualifications for this RFP. To present the Scope of Work will be Ardena Walker, who is the Program Manager at SSA. Ardena.

(Whereupon, there were comments off the record.)

MS. WALKER: Good morning. Okay. Contractor Requirements: Scope of Work. Sang just went through the programs that were -- that this Proposal is for. Technical Proposals must be submitted in accordance with Section 5.3 of your RFP. All services provided to
the children shall be provided in the IRC budget/rate. The Department will also only pay for the rate established by the IRC. Offerors can -- directly or through its subcontractors must be able to provide all goods and services and meet all of the requirements. A contract award with the State does not insure any State business.

For the Background and Scope (sic), DHS oversees the administration of Child Welfare Services in the State of Maryland. Also under the Scope, the focus of Place Matters and the Families First Prevention Services Act is to shift the foster care population in the family settings. The Department intends to enter into performance-based contracts with multiple RCC providers, and the geographical areas are on page five of your RFP. If you don't have the RFP, it would be the Southern Maryland region, Central Maryland, Western Maryland, D.C. Metro, Eastern Shore, and Baltimore City. Baltimore City is considered a part of the Central region.

Services provided by RCC programs must be
appropriate to the age, gender, sexual orientation, cultural heritage, and the developmental and functional level of children. Sang went through the eight program categories that this solicitation is intended to solicit providers for. Those, again, are the Developmentally Disabled Program; the Diagnostic Evaluation and Treatment Program; the Group Home Program; High Intensity Group Home Program; Therapeutic Group Home Program; Medically Fragile; High Intensity Group Home Services for Commercially Sexually Exploited; High Intensity Group Home Program Services-Emotional and Cognitive Developmentally Disabled.

The Department intends to award a number of contracts as may be necessary to meet the projected number of beds needed for each program, taking into consideration the gender and age of the children in a geographical region. The chart -- there's a chart on page seven of the RFP that describes the estimated Department needs for RCC services per program. And please note that the number of beds in the chart may change. And the chart that I'm referencing is figure
four on page seven. The Department can also not make any promises about referrals or the number of referrals that any provider will receive. Technical factors will be given greater weight than the Financial factors.

Under General Requirements, Contractors must possess and maintain a current, valid Maryland RCC license and remain in good standing with the appropriate licensing agencies, and those agencies are listed in Section 2.2.10 of the RFP. The RCC must operate in the State of Maryland. It must be open 24 hours a day, 365 days per year, and have 24-hour awake overnight staff. The RCC must comply with all applicable State and federal laws, regulations, DHS policies, standards, and guidelines, and also remain abreast of and comply with any current and new or revised laws, regulations, or DHS policies.

The Contractor must also maintain a policy and procedures manual describing in detail your philosophy and your approach to care and delivery, and it also must include the Maryland DHS IPM and Ready by 21 initiatives. The RCC must comply with the Scope of

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Work. It must develop a Behavior Management Plan that employs positive behavior interventions. It must also plan, facilitate, and coordinate all preventive, routine, and emergency medical, mental health, and dental care services; arrange for and insure that each child -- each school-age resident attends an educational or vocational program; insure that the Program's residential care workers are certified by the State Board for the Certification of Residential Child Care Program Professionals.

Under Staffing, you must maintain a Board of Directors, employ a significant number of RCYCPs, and, again, that's an acronym that's kind of new to me as well, but that would be Residential Child Care Program Professionals. Identify the Certified Program Administrator who is considered under this solicitation to be Key Personnel. For QRTP providers, identify registered or licensed nursing and clinical staff who provide care within the scope of the practice, and they would be considered Key Personnel. Based on the level of care, insure that there are at least two persons,
excluding volunteers and staff not providing direct care and supervision, present and on duty in the facility at all times when a resident is present in the facility. And I want to just make the note, because there's been I think one set of questions published, that the requirement that at least two staff persons be present and on duty in the facility at all times applies even if the -- if there are more staff present and on duty at the facility than otherwise required by the minimum resident to staff ratios provided. You need to insure that staff receives appropriate orientation and ongoing training, and that means insure that all staff receive 40 hours of initial and 40 hours of annual training, and that you maintain training records, including the names and credentials of trainers.

And under Cultural and Linguistic Competence, Contractors shall insure that all staff persons who come in contact with the child are aware of and sensitive to the child's cultural, ethnic, and linguistic differences, which may include -- or which
does include hearing-impaired children. All costs for
these services shall be included in your IRC rate.

The Intake and Admission, accept all
referrals 24 hours a day, seven days a week, that are
made in accordance with the provider's profile; have a
no reject policy on the identified needs in the RFP;
insure that children reside in quarters with persons of
their own age groups, and the suggested age groups are
14 through 17 and 18 through 21.

For providers who have multiple site
locations, as it relates to moving children, children
shall not move -- Contractors shall not move a child to
another site location without prior written notice to
and written consent from the local case worker, and
that notice can be given via fax, mail, e-mail, or
hand-delivery to the local case worker of your intent,
and that's within at least 30 calendar days before the
move occurs. You should proceed, however, with an
emergency move and then immediately let the case worker
know or the on-call staff. The Contractor shall
participate in all local Family Involved Meetings,
reviews, and court hearings pertaining to case planning, treatment, placement setting, permanency, and family resources to include, at a minimum, all ISP reviews.

Visitation and Transportation, you are to insure and facilitate family -- regular family and sibling visitation; provide transportation to children to all medical and mental health appointments, school/educational extracurricular and vocational activities, recreational activities, and community activities.

For Staff Security, Contractors should insure that all staff, including all employees, consultants, subcontractors, are cleared through the Child Protection Registry and that the background checks include the jurisdictions in which the staff member resides prior to beginning work.

There's a mandatory incident requirement, and those requirements are under 2.3.12 of the RFP, and you're to follow the procedures for mandatory reporting of incidents. Report any alleged child abuse, neglect,
or other risk to residents to the local case worker, Child Protective Services, DHS OLM, SSA Resource Development, and MDH/OHCQ via the DHS OLM Incident Report Form. Failure to report shall be sufficient cause to restrict or suspend placement of the Contractor.

Under Normal Daily Routines, Contractors shall insure a structured routine and schedule of events and activities. And under Community Integration, make community resources available and encourage participation; insure that every child has an opportunity to participate in religious services of his or her choice or to refrain if it's so desired; insure that any gay, lesbian, bisexual, transgendered, and questioning children be linked with organizations.

Under Education, enroll the child in the locally zoned school serving the geographic attendance area; initiate and monitor the transfer of academic records; attend a meeting with appropriate school personnel at the time of enrollment and at any other time upon request.
Demonstrate compliance with the Bill of Rights for Maryland's Children. Ready by 21, align your practice and principles and core values with Ready by 21.

Under Discharge, provide, in the absence of extenuating circumstances, prior to any and all discharges, 30 day's calendar notice and a Discharge Plan.

For Recordkeeping, comply with all processes and requests made by the SSA Contracts and Monitoring Unit. Specific requirements for Contractor's providing services to Qualified Residential Treatment Programs, which is your QRTP, that's in Section 2.3.21.

For Contractors providing DD services, you will use the minimum -- the following minimum LOI standards, and that's under Section 2.3.22.1, and it must also have a MSDE-approved Type III school or utilize the local school systems and serve male and female youths ages 14 through 20.

For DETP Contractors, there are minimum LOI standards, and that's on page 19, and that's under
2.3.22.2, and, for that program type, serve male and female youth ages five through 20. The staffing ratio is listed under letter "H" for DETP Programs, and that would be three to one during waking hours and eight to one during sleeping hours.

For Contractors providing Group Home, you're required to have a 24-hour awake overnight and the minimum LOI standards are under 2.3.22.3, Letter "B", and that program will serve male and female youth ages 14 through 20. The staffing ratio is four point (sic) one during waking hours, eight point (sic) -- I'm sorry -- eight through -- eight to one during sleeping hours.

For providers for High Group Home Programs, following the LOI standards under 2.3.22.4; serve an age group for males and females ages 14 through 20; staffing ratio is three point (sic) -- I'm sorry -- three to two during waking hours and eight to one during sleeping hours.

For Contractors for Therapeutic Group Home Programs, you're to follow the LOI standards under 2.3.22.5. The program is serving males and females
ages 14 through 20. The staffing ratio is three to two
during waking hours and eight to one during sleeping
hours.

For Medically Fragile Programs, following the
minimum LOI standards, and that's under 2.3.22.6. This
program is serving youth, male and female, ages 14
through 20. Staffing ratio is three to one during
waking hours and eight to one during sleeping hours.

For Contractors providing HIGH-CSE,
Contractors shall house and care for no more than four
children in this population in one setting with one
youth per bedroom. The LOI standards are under
2.3.22.7. Staffing ratio is one to two during waking
hours, eight to one during sleeping hours.

For Contractors providing HIGH-ECDD, the LOI
standards are under 2.3.22.8. That serves male,
female, and/or transgendered children ages 14 to 20.
You must have a facility for male, female, and
transgendered youth ages 14 through 20. Staff ratio is
one to two during waking hours, eight to one during
sleeping hours.
Under the RCC Performance Requirements, the performance measures for each RCC Program category will be compiled, monitored, and rated four times each contract year, after the third, sixth, ninth, and twelfth month. There's a chart under Section 2.2.25 that lays that out. All Offerors awarded a Contract will be monitored by DHS for performance measures, weighted, and that's under Chart A. That would be on your page 25, and that's under Section 2.3.23; it's letter "C", and the chart under it is "A", and it basically lays out the indicators for your child safety and the percentage, licensing and monitoring and the percentage, child well-being and the percentage, and the incentive points for child stability and permanency. Under RCC Performance Requirements are also your licensing and monitoring and the details behind that; the child safety, child well-being, child stability and permanency, and then there are subsequent charts, and those would be on -- you would find in your RFP under page 28.

Corrective Action Plans. At any given three-
month rating period, Contractors who perform -- whose
performance scores fall below the minimum standard will
be required to submit a Corrective Action Plan, and the
details behind that are under 2.3.27. There's also a
performance report used for the contract award and the
performance measures outlined in Section 2.3.29 will be
used as part of the evaluation of these Proposals for
awarding Contracts.

Again, I believe I stated that the Technical
will have more weight than the Financial. For Contract
award, the performance measures are weighted, as shown,
and there's a chart under 2.3.30; that's on page 33, so
that gives percentages of the weighting.

There will also be deliverables and there's a
deliverables acceptance requirement, a description of
the deliverables, and that's the end of Section 2.

Let's move to Section 3, and I'm just going to skim
through those because these are your General Contractor
Requirements, and so they begin on page 39, and so just
know that I'm not really going to read all of this to
you or get into the details, but there is an end of
contract transition. There's also invoicing -- general invoicing and about payments. There's travel reimbursement. Your insurance requirements, that's under 3.6. Criminal background checks, and that's under Section 3.71. All staff, including employees, Board members, consultants, subcontractors, must be cleared through the Child Protection Registry.

There's your Information Technology, your Security Incident Responses. And the Contractor shall notify the Department within 24 hours and it talks about data breaching, problem escalation procedures. And for your Technical Proposals, your personnel experience must be noted for your Project Manager, for your RCYCPs, and the RCYCPs must be certified by the State Board for the certification of Child -- of Residential Child Care Programs, and that's under Section 3.10.2.

Your Key Personnel is your Certified Program Administrator, and for QRTPs, that's going to be your licensed nursing and clinical staff. There's a section in here about Substitution of Personnel, and that's
under 3.11. I'm not really feeling good about mentioning this, but there is an MBE requirement on this Proposal. That's under 3.12. And also a Veteran's Small Business Enterprise requirement of one percent, and that would be General Requirements under Section 3. Thank you.

MR. KANG: Thank you, Ardena. Okay. So I will present Sections -- Section 4, 5, and 6, and, at a later point, Nia and Kenneth will present Living Wage and Hiring Agreements. Let's see here. So I'd like to begin with Section 4.2. It's about eMaryland Marketplace Advantage. And since it's necessary to be registered with eMaryland Marketplace Advantage, I'm going to ask that everyone -- all Offerors register with the new eMMA system. And if you've already registered, please make sure that you sign up for the Foster Care -- I'm sorry -- Foster Home Care Services and Orphanage commodity code, and you can contact me about that. I saw that some of you were signed up on the new system, but not for that commodity code.

Okay. Questions. Please send all questions
in writing. We have already sent out one question and
response document and so I'll gather all the questions,
and we're in the process of sending out a second one.

Proposal due date and time. Proposals are
due February 6th, 2020 at two p.m. And I will go into
more detail about this later, but we want the Technical
Proposal -- it is preferred that the Technical Proposal
be sent through Citrix ShareFile, but if you don't want
to use Citrix, that's okay; just contact me and I will
-- or just let me know and -- but you have to send in
one original and five copies.

Financial Proposal. There's only one way to
send the Financial Proposal, and you have to send that
directly to me -- directly to Department of Human
Services. So the Financial Proposal should not be sent
through the Citrix system.

Okay. Multiple or Alternate Proposals. I
just want to note that multiple or alternate Proposals
will not be accepted, but you are sending a separate
Proposal for each program that you actually -- you're
applying for. So if you're applying for
Developmentally Disabled and DETP, that's two separate Proposals -- Technical Proposals you have to send to us. Section 4.7, Economy of Preparation. Please try to make your Proposals straightforward and concise.

Okay. Award Basis. I'm going to skip a few cases here and there. Award Basis. Please note that this is an RFP and that you're going to be ranked first technically, and then you're going to be ranked financially, based on your provider rate letters, and then you're going to be given an overall ranking.

There will be an overall ranking given for each geographical location within a given program, so you can -- Offerors may receive an award for more than one geographical location and you can also receive an award for more than one program.

Oral Presentations. There will be oral presentations, and the oral presentations then become a part of the Technical Proposal. Any substantive material, whether that had to be from the writing, and that becomes part of your Proposal. I will notify you of the time and place of the oral presentations.
Revisions to the RFP. Please -- I already sent out three amendments and one question and response document, so you should've received those. Please on the lookout for amendments. I've also been sending all the amendments and the questions and responses to our list of e-mails. If you want to get on that list, just contact me and I'll put you on that list so that you receive all the addenda.

Okay. I'm going to skip ahead here.

Proposal Affidavits. There are certain affidavits that you have to submit with the Proposal. One is the Proposal Affidavit. The Contract Affidavit you send after you are given an award. I'm at Section 4.21. Please register with SDAT, which is the State Department of Assessments and Taxation. You need to have -- you need to be registered in order to get an award.

Okay. So I'll present the MBE portion of this RFP. There is a five percent MBE goal. That's Minority Business Enterprise, and that's only for those Offerors that are proposing 25 or more beds. The MBE
Program, we -- at the State, we believe that is an important initiative, and we want our contractors to work with Minority Business Enterprise companies. So you are supposed to contact your MBEs prior to submitting a Proposal, and you're supposed to give us then what's called an MBE Utilization and Fair Solicitation Affidavit. That's Attachment D-1A. And in that attachment you are essentially saying that we're going to meet our MBE goal by subcontracting with these companies, so -- and it's very important that you send that D-1A, and it's very important that you reach out to the contractors -- or subcontractors prior to submitting a Proposal. You need to do that for each Proposal that you're submitting, so if you're submitting for more than one program, that means you will be sending us a separate Attachment D-1A for each Technical Proposal, each program. Okay. The other MBE documents will be due upon award.

All right. VSBE Goal. There is a one percent goal for Veteran-Owned Small Businesses, and regardless of how many beds you're providing there's a
one percent goal. And, again, as with the MBE goal,
you are required to solicit your VSBE companies and
then give us an attachment. It's E-1. It's called the
VSBE Utilization Affidavit and Prime/Subcontractor
Participation Schedule, but it's Attachment E-1, and in
that attachment you're saying that you're going to work
with these VSBEs to meet the goal, so -- and, again,
you have to submit one of those for each program that
you're applying for, which would be a separate
Technical Proposal. I'm sorry. Okay. So the other
VSBE documents are due upon award. It's very important
that you send your MBE and VSBE documents on time, and
if you need help with them, just contact me by phone or
e-mail.

Okay. So for Living Wage, Nia Graves will
present the Living Wage portion of this RFP.

MS. GRAVES: Hello, everyone. All right. So
the Living Wage law requires certain contractors and
some subcontractors to pay minimum wage rates to
employees working under certain State services
contracts -- volume contracts valued at $100,000 or
more. So effective as of September 28th, 2019, contractors and subcontractors subject to the Living Wage law must pay each covered employee at least $14.24 per hour if State contract services valued at 50 percent or more of the total value of the contract are performed in the Tier 1 area. And the Tier 1 area includes Anne Arundel County, Baltimore City, Baltimore, Howard, Montgomery, and Prince George’s Counties. And for those in the Tier 2 area, the rate is $10.70, and that includes all area that aren't listed in the Tier 1 area. The Affidavit of Agreement must be completed and submitted with the Technical Proposal. Failure to complete the -- and submit the Living Wage Affidavit of Agreement will result in a determination that the Offeror is not responsible. Please note that the Living Wage rates are subject to annual change by the Department -- Maryland Department of Labor, Licensing and Regulation, but the contractor's prices under the contract may not change because of the Living Wage changes, so Offerors must factor this into their pricing proposal submissions.
Any additional information can be found on the Maryland DLLR website about Living Wage. So next we're going to have Kenneth Jessup talk about the Hiring Agreement.

MR. JESSUP: Good morning, everyone. Sorry (indiscernible). For those of you who may not be familiar with the Hiring Agreement process, it is a legislative piece that was developed to encourage the use of -- kind of really just a mechanism for providing current and former Family Investment Program recipients with employment opportunities on State Procurement contracts. The populations that we work with are Temporary Cash Assistance families and children that are seeking employment opportunities, so what we are looking for is an opportunity just to see if we can get some people with the quality and skills that need employment with the contractors to have the positions they need. If you have any questions regarding that, you can also check on the BPW website. Just type in "BPW Advisory Hiring Agreement" and it will give you a brief overview of it there. And if you want even more information, you can just contact me and I'll be around
with my card and my e-mail. Thank you.

MR. KANG: Thank you, Nia, and thank you, Kenneth. I'm going to present Section 5 -- I'm sorry -- Section 5 and Section 6 of the RFP now. Section 5 has to do with the Proposal format. Proposal submission will be in two parts. Technical Proposal; we would like the Technical Proposal, as I said before, through Citrix ShareFile. However, if you want to send the Proposal in, please contact me. Financial Proposals should not be sent through Citrix ShareFile. Financial Proposals should not be sent through Citrix ShareFile. Please send those to me by mail or hand-delivery. So I'm on Section 5 here. So if you are an Offeror proposing to serve one program category in one geographical location, you've got to send in one Proposal. If you are sending in for one program category in more than one geographical location, you are still submitting one Proposal, but you are sending in two separate -- it should be Attachment P's which are RCC Program Service Forms. So if you are an Offeror that wants to submit for multiple or one
category -- more than one program category in a single geographical location, you will be sending in two Proposals, so you'll be sending one for each program. For each program you're sending in a different Proposal. And the last one is Offeror's proposing to serve multiple RCC program categories located in more than one region. So you are sending in a different Proposal for each program essentially.

All right. Section 5.2. Please don't send anything by fax or e-mail. Please provide no pricing information on the Technical Proposal. When you send through Citrix ShareFile, if you already have a Citrix ID, a current log-on, then you have to send the Technical Proposal -- you can do it through your current log-on, but you have to send it to our folder, so make sure it's marked "RFP" and, you know, just submit it there. If you don't have a log-on to the system, please contact me and I will get you one, try to get you some instructions on how to submit proposals.

All right. Please send your Proposals in on
time. If they are not on time, then I think I have to declare them not on time. It's not what I want to do.

Please make sure your Technical Proposal is password-protected, and I will reach out to you to get the password. Let's see here. Technical Proposal submissions should consist of Microsoft Word -- one Technical Proposal in Microsoft Word, one in Adobe PDF, and one also in Adobe PDF with your confidential and proprietary information redacted, so that's your PIA copy there. All right. Try to put the name of the program and the jurisdiction in the -- in the file name for us so that we can -- so we'll have them.

Financial Proposal submissions. Like I said, please send them in by hand-delivery or mail to me, to 311 West Saratoga Street. Let's see here. If you are submitting a budget, and I'll go into detail about this a little later -- if you're submitting a budget to me, you need to submit two originals -- two original signed and dated budgets, and then also a CD or a DVD of the budget, which is -- the exact same thing that you would send to IRC you're going to be sending to me, but
that's only if you're sending a budget, and I'll get
into that in a little bit.

Let me go over Technical Proposal first.

Technical Proposal. And I'm on Section 5.3. So you're
going to be responding to Section 2 and Section 3 of
the RFP. What I would do and what we're going to ask
you to do is I would respond to each section, section
by section, so that it's really easy for us to review.

If you could just put like a section -- you know,
Section 2.1 or whatever, you can -- if you could
respond to that section, just go through it that way,
and that way your Proposal is organized and it's easy
for the Evaluation Committee to see exactly how you
responded to each requirement in the RFP. So I would
do that for Sections 2 and 3.

Please note your Technical Proposal should be
broken down into tabs. Tab A is your Title Page and
Table of Contents. Tab A-1 is your confidential and
proprietary information. Okay. Tab B is your
Transmittal Letter. Please remember to acknowledge
receipt of the addenda, your -- the question and
Tab C is your Executive Summary, and we need -- we need the service -- the program and the regions that you're -- that you're going to be providing services for. We need that in the Executive Summary.

All right. Tab D, that's Minimum Qualifications. You're going to be putting your licenses there. And Tab E, this is -- this is your -- this is the main part of your response. This is where you're going to be responding to each section of the Scope of Work, Sections 2 and 3. And you will receive -- well, Proposals that -- you know, you're going to explain how the work is done essentially. Proposals -- you can either say we're going to agree to this requirement or you can say exactly how you're going to do it, and those Proposals will be deemed better.

All right. I'm on Tab F, which is Experience and Qualifications of Proposed Staff. There is one Key Personnel for this RFP and that's your Certified Program Administrator, so please submit the documentation that we need for your Certified Program...
Administrator. You should have one for each of the
programs that you're applying for. Also, if you are a
QRTP provider, please provide information about your
registered or licensed nursing and clinical staff.

All right. I am on Tab G, Offeror Qualifications and Capabilities. Please give us your
past experience there. References; please just send us
your information -- oh, I'm sorry -- the information
for three references -- for these three references and
we will contact them. Your list of current and prior
State contracts, so please list any contracts that you
have with us already there. Financial Capability;
you're going to be putting your financial statements
there. Certificate of Insurance; we'd like a copy of
that. Tab L; please list your subcontractors and the
type of work they'll be doing. Tab M is your Legal
Action Summary. And Tab N is Economic Benefit Factors.
Please describe how your program will benefit the State
of Maryland. All right. Almost done with the
Technical Proposal. Tab O; that's where you're going
to put all your affidavits. And that's it for the
Technical Proposal.

Your Financial Proposal; so you're going to be sending those to me, and some of you are going to be sending a rate letter, some of you are going to be sending a budget, so you should know who you are. For -- if you have 2020 IRC rate letter, just please send that to me, and that'll be your Financial Proposal. If you are an Offeror proposing to serve a new program -- so if it's a new program, then you're going to be sending me what you would normally send the IRC; you're going to be sending the budget, two originals, as well as a CD. So, yeah, please note that. That's Section 5.43 and 5.44 of the RFP. All right. That's it for Section 5.

Section 6. As I said before, this is a Request for Proposals, so there will be an Evaluation Committee to evaluate your Proposals. We evaluate the Technical Proposal first. During that evaluation of Technical Proposals we'll have oral presentations, which we'll add to your Proposal. We then rank the Technical Proposals, and then we open up your Financial
Proposals, but -- one second. I'm sorry.

When we rank the Technical Proposals, we're going to be using the following evaluation criteria. So the first evaluation criteria -- and this is Section 6.2, and these are listed in order of importance. This is how we're going to evaluate your Technical Proposal.

The first one is Offerors who have been certified and accredited as QRTP providers under the FFPSA. That's your first evaluation criteria.

The second one is your response to the Scope of Work, and we're going to -- we're going to look at a number of subcriteria under this. This is your -- this is Section -- Tab B of your Technical Proposal. We're going to look at your methodology, your proposed services; how they align with the proposed LOIs; how your proposed services align with our Ready by 21 initiative; your methodology to -- used to implement services and programs that assist children at developing the necessary age-appropriate skills, as outlined in our policies; how your proposed services align with the Department's IPM, and that's in Section...
2.37; and also your methodology used to demonstrate
that the Offeror's organization has implemented a
family-centered child focus model, including
maintenance of a -- of community connections, as
described in the Community Integration section. So
those are things we're going to be looking for.

The third evaluation are the Performance
Reports. The fourth one is the Experience and
Qualifications of Proposed Staff. That's your
Certified Program Administrator. And the last two
evaluation criteria are your Offeror Qualifications
Capabilities and Economic Benefit to the State. So as
I was saying before, we get your Technical Proposals
in, we have an Evaluation Committee that reviews them,
and then we rank your Technical Proposals. After we
rank the Technical Proposals, we'll open your
Financials, and your financial ranking will be based on
the provider rates from IRC. And so after we -- after
we rank the Financials, we're going to do an overall
ranking, and then from that overall ranking -- the
overall ranking will be determined, and we're going to
give more weight for the Technical Proposal ranking than the Financial Proposal ranking, so Technical outweighs Financial in the ultimate decision. So I think that concludes our presentation of the RFP. Are there any questions?

MS. JOHNSON: Good morning. I just wanted to make one clarification. When Ms. Graves gave the Living Wage information, she gave you the Tier 2, stating that it's currently $10.10. As you all are well aware -- $10.70 -- I'm sorry -- but as you all are well aware, during the legislative session this year Maryland passed -- the Senate proposed -- they approved a bill to increase the State minimum wage for companies with at least 14 employees from the 10.70 to $15 an hour by the year -- within a five-year period, in 2025. So, with that, effective January the 1st, the minimum wage will increase to $11 per hour. That being stated, it solely will be on Tier 2, so I just wanted to make that clarification.

MR. KANG: Yeah. And the Living Wage program is very important to us, and I trust that everyone out
there is paying everybody a Living Wage to do their
work. So are there any questions for the RFP? We're
going to use the mics I think.

AUDIENCE MEMBER: Hi. Thank you for going
over everything. In terms of the QRTPs, so if you're
not currently accredited, the wait time is extensive.
Is there any way to get accredited prior to submitting
this? So I'm a little concerned about that being the
first thing that's considered, because there's also a
huge financial cost to it. So how does that balance
out for the nonprofits that are not accredited, and
then what if we become accredited or we become QRTPs?

MR. KANG: I'm going to let Debbie answer all
the QRTP questions. It's Debbie Marini from SSA.

MS. MARINI: All right. First of all, thank
you for your question. I wanted to just say that --
one thing, just to open up, 'cause I know there's a lot
of questions about QRTP, and I also want to say that
it's difficult with the RFP process, you know, to --
especially with the changes that are coming down with
the Children's Bureaus and Family First, to capture
everything timingwise, so I just want to be clear that we will be making clarifications and we're answering your questions as they come with the clarifications that we're getting from the Children's Bureau as well and to convey that, while I know that the Family First QRTP requirements are quite extensive and an opportunity for us all to I guess focus on best practices and look at aligning not just what you all are doing at your facilities, but also the way in which we refer our youth to you, that that is an effort that we're making from the program standpoint at DHS and SSA, and so I just want to assure you that I know that those pieces are happening at the same time, and that while the RFP may not have captured all of that -- it's difficult to do in a document like that -- we look forward to continuing to partner with you on this process.

In terms of the accreditation pieces, in answer to your question, we do recognize that it takes time and resources to become accredited. We do not have a way around requiring that as -- in order to
become a QRTP. That is a Family First requirement to be considered as a QRTP. In terms of the question about whether when you become accredited, that you're making efforts to becoming accredited, I'm actually going to ask -- I'm not sure whether that would need to be considered in the next RFP. I am not clear -- I'm not sure on that, so I'm going to either defer, if somebody knows the answer, or get back to you on that piece of it. But I do know that for those of you -- for this RFP, my understanding is that you would need to have the accreditation in order to be considered in that status at this time.

AUDIENCE MEMBER: And I think equally important though is, if that's the first thing that's being considered and given the most weight, it puts the people that are not QRTPs at a disadvantage, and it's impossible to become a QRTP in that time frame. So is there any consideration around --

MS. MARINI: The only other clarification I can give to this (indiscernible) is we just received clarification and we're going to be responding to the
question that came about regarding the wording in the
RFP where -- the question was, QRTP accreditation is
not a category, and so we're getting ready to submit
our response to that to say that DHS has just received
clarification from the Children's Bureau and the
statute does not require that a child care institution
has to be accredited as a QRTP, but only that it is a
program accredited by one of the -- one of the
accreditation bodies, if that makes sense. So
accreditation as a QRTP is not a requirement, but
accreditation from one of the bodies, and we will be
responding to that. We will be responding with the
Children's Bureau's statute sections referencing that.

AUDIENCE MEMBER: Okay.

MS. ECTOR: Just to try and answer your
question, the RFP has a requirement that if there's any
provider that is certified as a QRTP (indiscernible)
then submit that certificate with your Proposal. If
there is a provider that may be in the process of
becoming a QRTP, then you would submit your proposal
based on those requirements, whatever the Family First
Act requires. Whatever you have submitted or intend to submit for certification, that's what your Proposal would look like. Submit it to the Department. Let the Department know that you are under consideration for a QRTP. You identify your QRT program as your intended program, and it will be reviewed in that manner. It will be given preference because the Department needs QRT programs because of the statute. They're moving in a different direction, and so we do need those providers and there will be a preference for those providers. If we don't get any, then we don't get any. Then we will just review the Proposals for whatever category or whatever jurisdiction as they come in. If you are in the process now or start the process, you have until the Department makes a recommendation for award to get your certification. I don't know how long it takes, but if you are in the process now, you probably have until April, May, at the time of recommendation to become certified.

MS. MARINI: Thank you.

AUDIENCE MEMBER: Can you also -- I just want
to clarify the no reject policy. Does that mean that
everything that's referred to us there's not an option
to reject?

MS. WALKER: I just want to go into the RFP.

What section was that?

AUDIENCE MEMBER: It's on page ten, 2.3.5.B.

MS. WALKER: I think we answered that in our
questions.

MR. KANG: Yeah. We answered that in our
questions. If the child doesn't meet your provider
profile, then it's okay, you can reject. That's
correct.

MS. WALKER: Yes. Right. That was Question
-- I'm sorry -- that was Question 10 under the series
one that was released or published. And so if the --
you may reject a youth if she -- if he or she does not
fit your provider profile. And that's under your
2.3.5; that's about the no reject policy.

AUDIENCE MEMBER: And then I had submitted a
question about the travel reimbursement, but the answer
was a little confusing. It does say that there is no
reimbursement for travel, that we're responsible for
transportation, so are we submitting that in our budget
or on the --

MR. KANG: Right.

MS. WALKER: Yes.

AUDIENCE MEMBER: So travel is reimbursed?

MS. WALKER: Travel will be submitted with

your budget.

AUDIENCE MEMBER: Okay.

MR. BADLEY: Good afternoon. Tom Badley,

Cedar Ridge. I had a question about the ratios. You
say the minimum is two kids on -- or two staff on duty
at all times. Does that include overnight staff?

MR. KANG: For overnight?

MR. BADLEY: Yes.

MR. KANG: I received your question. I think
we're going to look at that and we're going to have to
get back to you on that. Yeah, we're working on it
right now.

MR. BADLEY: And also in the same area, it

says male and female, you must have the ability to
accept (indiscernible) and I don't know if that means we have to change anything.

MR. KANG: I'm not sure what you're referring to there.

MR. BADLEY: Well, it says you must be able to have the ability to serve male and female youth ages 14 to 20.

MR. KANG: Okay. I'm sorry. I know you sent that question to me yesterday, but I will -- do you have a section number there that you're looking at?

MR. BADLEY: Yes, 2.3.22.3.E.

(Whereupon, there was a discussion off the record between staff regarding answer to question.)

AUDIENCE MEMBER: Ardena --

MS. WALKER: Yes.

AUDIENCE MEMBER: -- it's answered on page seven of eight of the questions.

MS. WALKER: Thank you.

AUDIENCE MEMBER: I submitted the question, "DETP requirements state 'must serve male and female.'" Can a vendor serve one gender at a location or must
they serve both at the location?" "The vendor can serve one gender at a location, as described."

MS. WALKER: Thank you.

MR. BADLEY: I just wanted to make sure that applied to the TTH's and group homes?

MS. WALKER: Yes.

MR. BADLEY: Does that apply to all ages?

MS. WALKER: Yes.

MR. BADLEY: Okay.

MR. KANG: Any other questions?

AUDIENCE MEMBER: Good morning.

MR. KANG: Good morning.

AUDIENCE MEMBER: I have a question about the MBE requirement.

MR. KANG: Yeah.

AUDIENCE MEMBER: I wanted to know if -- you said something about 25 or more beds per program. Is it per program or is it the whole -- across all the programs that you're submitting the RFP for?

MR. KANG: Actually, I'm sorry. I don't know the answer to that.
MS. WALKER: I don't either.

MR. KANG: Yeah, I'm sorry. Yeah, we'll put that one in writing. Yeah, I'm sorry. Yeah, we'll get back to you.

AUDIENCE MEMBER: And then I had another question about the VSBEs. Is that something new?

That's something new, right?

MR. KANG: It's relatively new to the State, yes.

AUDIENCE MEMBER: Okay. And you said that's across any of the RFP you have to submit one percent, right, for every program?

MR. KANG: Yes, for every program, yes.

AUDIENCE MEMBER: Another question I had is, can the Certified Program Administrator be the same for all the Proposals?

MR. KANG: It said in the Proposal that you would need a different Certified Program Administrator.

AUDIENCE MEMBER: For every proposal?

MR. KANG: Actually, I'm going to defer to SSA on this.
MS. WALKER: I'm sorry. So your question is, can the Certified Administrator -- say you want to apply for multiple programs and can that Certified Administrator be the Certified Administrator for all of the programs?

AUDIENCE MEMBER: That's correct.

MS. WALKER: Is that the question?

AUDIENCE MEMBER: Uh-huh.

MS. WALKER: And so at this point I -- let me get back to you on that question. I don't think so. I'm going to say it's no, because they are different programs. I just can't --

AUDIENCE MEMBER: Okay. Because what if you have an organization that only has one Certified Program Administrator but you have multiple programs?

MS. WALKER: Let me -- Aretha, you want to take that? Is Licensing here?

MS. ECTOR: Is anyone here from Licensing that would like to address that question? Thank you.

MR. THOMAS: It's never been a requirement to have more than one Certified Residential Program
Administrator; just one per provider to oversee all of
the sites and so forth.

AUDIENCE MEMBER: Thank you, guys, for
answering all of our questions. My first one is I
think on page 13. For Section 2.3.14.A, the statement
ends with the word "and", and I was wondering if there
was more to that statement that we needed to know.

MS. WALKER: What was the section again?

AUDIENCE MEMBER: On "A".

MR. KANG: I'll look into it and see if it
printed wrong or something.

AUDIENCE MEMBER: Thank you.

MR. KANG: Okay.

AUDIENCE MEMBER: I have three more. Who
will serve as the State Project Manager and in what
department of SSA will that person reside?

MS. WALKER: I will be serving as the State
Project Officer, and it'll be under the SSA Contracts
and Monitoring.

AUDIENCE MEMBER: For Section 3.11,
substitution of the Key Personnel, with the State
Project Manager approval requirements that have been added, there in one of the sections is a two-week requirement to fill open positions for such positions as your RCC PA, your clinicians, and your nurses, and those historically have been very difficult positions to fill. If we can demonstrate a good faith effort to fill the position and have internal people substituting in that position, will that be acceptable as part of the Contract?

MS. WALKER: I think we will make that determined on a case by case basis, so as that occurs, then the requirement under the RFP is to still notify me, the State Project Officer, and then have that discussion, and then that determination will be made.

AUDIENCE MEMBER: Okay. And my final question is regarding the MBE goal. It was clarified at a recent RFP meeting that the MBE is a goal and the VSBE are goals and not requirements, but, in reading the Contract, there are liquidated damages that can be assessed in the Contract, and it says they can be, not will be. So in what circumstances would SSA opt to
enact those liquidated damages and what would
(indiscernible) the threshold of good faith in
determining that?

MS. WALKER: We have an MBE liaison and
director, and I'm probably going to defer that
question to her, so if you could put that question in
writing and we will get our MBE liaison/representative
to answer that.

MS. JOHNSON: Can I?

MS. WALKER: Sure.

MS. JOHNSON: Thank you. So for the MBE,
liquidated damages are usually applied on a case by
case basis, but that's upon your good effort that you
showed that you tried to comply with the goal, so if
you try to get MBES and you show that, that's the first
step. But if you have an MBE goal, and, for example,
the MBE is not working out for some reason and you try
to work with them to comply with the goal, you've done
everything you can to try to reach that goal and you're
unable to do that, but if we see that you aren't doing
everything you can or you're not paying your MBE --
they've provided services and you're not paying them, that's a reason for liquidated damages possibly being sought, because what we would do is, if you did not meet the goal and we ask you for a Corrective Action Plan on how you would intend to meet the goal, you're still not meeting that goal, we don't see a good faith effort that you're attempting to meet the goal, then we may apply liquidated damages that way. And I want to make sure that you're clear and you understand what I'm getting at. I'm not sure who asked the question. Did I answer your question?

AUDIENCE MEMBER: I don't want to take over the room. Yes, but the question is, so in the last contract I have a history of fires, as I was attempting in good faith to meet the requirement and then escalated (indiscernible) through the MBE Office stating that the next step could be terminating the contract, and so we modified our business arrangement and we made a business decision to try to meet the goal. And, with the new RFP, we're looking at our business practices and what we want to sustain and what
we want to do differently in the welfare of children, and it may require us to move away from one of our MBE providers for that, which would mean we fall under the MBE goal again, which we would try to regroup in another effort or with a new MBE subcontractor, but what would be visible in your office would be we met our goal, now we're not meeting our goal. And there is a concern that there would be an effort to -- if it took another year or two to get that back up to where we are, that now there is an assessment of damages for that, which was not in the last contract.

MS. JOHNSON: Again, a good faith effort. You have to show a good faith effort. That means that you made good tries to reach the goal. You have to show that. If we think you're attempting to do all that you can do to reach that goal, liquidated damages would not apply.

AUDIENCE MEMBER: Okay.

MS. JOHNSON: But if we see that you aren't doing that (indiscernible) --

AUDIENCE MEMBER: Okay. Thank you.
MS. JOHNSON: You're welcome.

AUDIENCE MEMBER: I had sent a question in, but I'm still a little confused about the ratio, because some of the ratio is -- for example, for group homes, it says four to one, and then it says during the day it has to be two to one, that the COMAR regs are different, so what -- based on this RFP, we have to submit with these ratio guidelines?

MR. KANG: Right.

AUDIENCE MEMBER: Even though -- so like for the group home, where it says four to one and it says you have to have -- for every kid, you have to have two staff, so then that would be a two to one?

MR. KANG: I'm not understanding.

MS. WALKER: What she's saying -- what (indiscernible) saying and what the question is, is there are different ratios established for each program type. However, the State is requiring that there be two staff for every one child, so I know it kind of sounds kind of confusing. So while the ratio may be say one -- four to one, there must always be two
employees on duty at all times.

AUDIENCE MEMBER: So then it wouldn't be a four to one ratio; it would be a four to two ratio, even though it says four to one?

MS. WALKER: Right. And I think we responded to that question, but, essentially, there must always be two employees per one kid.

AUDIENCE MEMBER: Okay. And so -- and I was just confused, because COMAR says something different, so this is essentially overriding COMAR?

MS. WALKER: It's the State requirement --

AUDIENCE MEMBER: It's a requirement.

MS. WALKER: -- to have two employees per every one kid.

AUDIENCE MEMBER: Okay. And so in terms of budget submission, obviously, we're going to have to --

MS. WALKER: Build that in your budget.

AUDIENCE MEMBER: And -- okay. And so the -- it's the expectation -- then obviously that's supported in the budget (indiscernible) --

MS. WALKER: That's going to be a
requirement, and you're going to have to, you know, put it in your budget so that it's supported, but it's still two employees to one kid.

AUDIENCE MEMBER: And then other -- similar with the LOIs, some of the LOIs are jumping up, so some of the LOIs for, say, therapeutic group homes that didn't previously require on-site nursing is now -- since the LOI is increasing, so is it the same concept, that we're just going with --

MS. WALKER: I can defer that question to Licensing regarding the level of intensity and the changes.

AUDIENCE MEMBER: Okay.

MS. MARINI: I think there's a question over here that --

MS. CHAPMAN: I asked (indiscernible) essentially, because I didn't get the answers to the first questions that were sent out (indiscernible). The first one, I'm trying to understand the 5.4.3, which leads to the Offeror's approved 2020 IRC rate letter. I'm trying to understand, that rate letter
(indiscernible) and if we submit that, we would not have the option refine the budget based on the ratio, on (indiscernible) they're a little bit more sophisticated than what our model is, there would be a cost impact. So I'm kind of confused about the 2020 rate and it's approval before we submit it. Can someone clarify that for me?

MS. WALKER: Yes. So for your submission purposes for the RFP, the FY 20 rate is essentially going to be a place hold. That's really what it's going to be for your submission package, but you attended -- or the IRC had three separate meetings in reference to the FY 21 submissions, and so trying to give some more detail in reference to that, so you're really want to be doing two things. You're going to basically submit the FY 20 rate for current providers. That's going to be listed in your Financial. And then you're going to be -- if you're a current provider and you're adding a new program, then you're going to be submitting that budget to the IRC and to Sang as well. So you are, in essence -- this RFP is considered the FY
Proposal, and so you would have or would be basing your budget based on your submission -- your Technical submissions in this RFP, so you're doing both.

MS. CHAPMAN: So we're only submitting the current approved rates for this Proposal (indiscernible) budget.

MS. WALKER: For the Proposal.

Okay. So now what you're doing is this. You're submitting the FY 20 Rate Letter with your Proposal. That's says, okay, that's my Financial. However, in order to get or obtain an FY 21 rating, then you would follow the requirements of the IRC to obtain your FY 21 rate and --

MS. CHAPMAN: Okay. Got it. And that would be (indiscernible) the enhancement of the one that you submitted already?

MS. WALKER: Say that one more time.

MS. CHAPMAN: So that would include the enhancement of the program that you are resubmitting with the ratio expectation?

MS. WALKER: Yes, ma'am.
MS. CHAPMAN: And then the rate expectation?

MS. WALKER: Yes.

MS. CHAPMAN: -- and then the enhancement expectation, the family engagement and any treatment expectations?

MS. WALKER: Yes.

MS. CHAPMAN: Okay. Thank you. The second question, regarding the gender issue, we're seeing a lot more transkids and we get transgirls -- actually, transboys -- they're girls going to boys. Would that be okay in a high intensity level that is not specializing but integrating those kids into our current population or do we separate them in a specialty model or can we mainstream them in with other youth, which is what we are actually doing now?

MS. MARINI: Yeah. I would think it's on a case by case basis, Sheryl. We would have to examine that, but I know that there is -- and I'm not sure on -- with OLM if there's a response, but I know that we are looking at making sure that you have a policy related to those youth and how they will be handled and
how they will be, you know, incorporated into your 
programming, and so that's the primary piece, and then, 
of course, examining whether or not you're following 
that protocol and whether the -- our Licensing and 
Monitoring is reviewing it with you and insuring that 
that youth is safe and, you know, supported.

MS. CHAPMAN: And my final question, at least 
at this point, speaks to we are now really 
mainstreaming and we're being held appropriately 
accountable for the certification of child care youth 
workers and administrators. Is there any expectation 
(indiscernible) recruit them and then pay them with the 
current salaries that would be the standard across the 
State? In certain geographical (indiscernible) you're 
creating a challenge on the retention of the 
professionals (indiscernible) -- is there any 
expectation that this RFP is going to accommodate some 
professional increase on the same workers other than 
the two percent cost-of-living increases that we are 
looking at (indiscernible) -- I know this is probably 
(indiscernible) question, but I was wondering
(indiscernible) in terms of the market impact of the certification, professionalizing counselors.

MS. WALKER: (Indiscernible) respond to that particular question, but I believe the response that you received before (indiscernible) the increase in the minimum wage increases, things like that. And maybe I'm not the person to answer that particular question, but feel free to write it in and we'll find, you know, an answer for you.

MS. CHAPMAN: Well, maybe (indiscernible) we went through the non-preferred status, which simply allows the regular rate shows up (indiscernible) and frequently for me that been (indiscernible) because we're trying to maintain staff and we have to compensate with (indiscernible). What would be a non-preferred bias in this approach? There's an expectation for us to hold the cost down (indiscernible) because we've been penalized for paying (indiscernible) --

MS. WALKER: That's really not a question for SSA, because SSA does not determine the rate for the
budget. It's an IRC matter and its committee that determines what the rates will be and what's (indiscernible). They determine whether your project is approved or not, not SSA.

MS. CHAPMAN: Okay. Because in the past throughout the nonpreferred status issue, which has been bounced around (indiscernible) go ahead and do that and then we're told that we're not (indiscernible) so -- but that will go to IRC is what you're saying?

MS. WALKER: Right.

MS. CHAPMAN: Okay.

MS. WALKER: I want to call Karen, if you wanted to respond to her question.

MS. POWELL: So as you submit your records to the IRC, as we said in our provider meeting, please put your actual cost and any changes in your expenses, based on the requirements for the RFP, and the IRC will consider those budgets based on what your submissions are.

AUDIENCE MEMBER: I have a few questions.

The first question. There were several references made
to the ages of 14 through 20. Currently on licenses or
(indiscernible) it's 13 through 21. Is that going to
require the licensing to change?

MS. WALKER: Andre?

MR. THOMAS: (Indiscernible response.)

AUDIENCE MEMBER: The other question I had --

MS. WALKER: Excuse me. Wait a minute. What
was that? Andre, get the mic, so that way everybody
can hear your response.

MR. THOMAS: So based on the RFP, your
licensing should have the ages of what --

AUDIENCE MEMBER: 14 to 20?

MR. THOMAS: -- 14 through 21.

MS. WALKER: 20.

AUDIENCE MEMBER: And I have another
question.

(Whereupon, there was a discussion off the
record clarifying the section to refer to.)

MS. WALKER: Section 2. He's talking about
the age ranges on the different programs throughout
Section 2 in the age group 14 through 20. And what his
question was, was that the license has age 13 through 21. And so Andre -- you know, I wanted Andre to respond to his question as to -- and Andre's response was that, as far as this RFP is concerned, then that age range should match the ages for those programs in the RFP.

AUDIENCE MEMBER: So with that, I just want to be clear that when providers get calls or referrals for any kids ages 13 --

MS. WALKER: That's typically what's called a variance, and initially that's coordinated between SSA and Licensing. So, Andre, would you like to respond to -- he's asking Licensing questions here.

AUDIENCE MEMBER: So if a provider receives a referral or a call to take a kid age 13, will that require a waiver?

MS. WALKER: Yes, it does.

AUDIENCE MEMBER: And my other question -- and I'm sorry I can't remember what section it referred to, but it was earlier on in the opening of the conference, and that was "based upon the needs of the
RFP" was stated, so that was with regards to the client profile I believe or the kid profile based upon the needs of the RFP. How does that correspond to the (indiscernible) what we have in our provider profile or the level of intensities, because we make that referral that's reflective of the needs of the RFP, but, as a provider, we also have a provider profile. What would be -- I don't think it's -- it could be related to the no reject, but that's not the context I'm asking the question in.

MS. WALKER: Could you put that question in writing, because the syllabus -- I want to make sure I respond appropriately, so if you could just kind of send us that in writing, because I don't have the section you're referring to, so I can't really -- you know, I can't really respond to it.

AUDIENCE MEMBER: Okay. It was earlier on in Mr. Kang's part of the (indiscernible) in the first section of the RFP and he said based upon the needs of the RFP.

MS. WALKER: Sang, he's saying it's something
that -- when you presented. He's asking a question.

He can't remember what section, but you said earlier on it was based on the needs of the RFP.

MR. KANG: Right. What section are you referring to?

MS. WALKER: He doesn't know what section.

AUDIENCE MEMBER: I'm sorry. I didn't write the section down. It was earlier on when you talked about the types of youth referred to programs and it was a requirement based upon the needs of the RFP. That was the reference you made. And I just wanted to make sure that --

MR. KANG: I said that?

AUDIENCE MEMBER: It was nine or ten. It was page nine.

MR. KANG: Page nine. Okay.

(Cross-talk between audience and staff regarding page numbers in RFP.)

MS. ECTOR: I think the numbers that are requested on the types of programs are certainly indicated in the RFP and based on the needs of the
State SSA. However, with respect to referrals, children will be referred to your program based on your provider profile. The other question about the age grouping, when you send that in, definitely reference the section, because the only section I see that talks about age is the DETP has specific age groups, and then there's a suggested grouping of kids in group homes and it says 14 to 17 and then it goes up, so make sure you reference the section you were referring to, because I don't see where it requires these certain age groups, other than that limited DETP program.

MR. HUBNER: Hi. This is Louis Hubner with The Children's Guild. A question with regard to ratios. Simple example, to the extent that we have eight children in one house, all asleep, eight children, we're having four staff?

MS. WALKER: So you're talking in the middle of the night and the ratio is one to eight?

MR. HUBNER: If I have eight children, they're all asleep, it's two o'clock in the morning, what is my staffing requirement?
MS. WALKER: If they say there needs to be two staff on duty at all times, then it would be two to eight.

MR. HUBNER: Okay. It's not two to one then for 24 hour staff? If it's two to one, I need four staff?

MS. WALKER: No.

MR. KANG: What program are you talking about?

MS. MARINI: What programs?

MR. HUBNER: Therapeutic group home.

MS. WALKER: Therapeutic group home.

MR. HUBNER: I thought I heard -- I thought it would be four to one, but later I thought I heard I thought I heard him say maybe it's two to one during the night, so I'm just trying to get that clarified.

(Whereupon, there was cross-talk regarding question.)

MR. KANG: Okay. Yeah. Can you send that one in writing? Yeah, you're right.

AUDIENCE MEMBER: May I -- the issue with
waiting for that in writing is December 16th we have to
have our staffing patterns to the IRC based on what
we're going to propose, correct? And so my question is
how do we get this to you in writing, how do we get the
response and have enough time to prepare our budgets
responsibly to meet that December 16th, time frame?

AUDIENCE MEMBER: Or is there any option to
push back that December 16th?

MS. WALKER: That's not an SSA -- a response
for SSA. That would come from Licensing. Currently --

MS. ECTOR: Well, I mean, thank you for
letting us know about the December 16th. We'll get
that out to you. The question that we're considering
is the overnight ratio. During the day, it's still two
staff must be present. We are -- as they indicated,
we'll consider whether that same requirement is
necessary for overnight or get that out as soon as we
can within the next day or two.

AUDIENCE MEMBER: Can I follow up on that?

MR. KANG: Yes.

AUDIENCE MEMBER: Because If you have two
kids -- two kids -- or three kids you're supposed to
have two staff, right? So with six kids, we're
supposed to have four staff, right, and (indiscernible
due to cross-talk of audience) -- with eight kids in
the daytime, how many staff do we need?

MS. WALKER: Look at your staffing ratios.

MS. ECTOR: Staffing ratios based on levels
of care.

MS. WALKER: Right.

MS. ECTOR: Look at that ratio. If you have
eight children for one staff person, that's what the
level of care is. SSA's requirement is that you have
another staff person, so it's eight to two. And part
of that is if there's an emergency, something happens
that one staff person has to leave, the kids are left
alone. So it's eight residents, one staff person plus
one staff one person, so it's eight to two. The level
of care ratio does not change.

MS. WALKER: Thank you. Any other questions?

AUDIENCE MEMBER: Just a follow-up with that.

Just operationally, I understand having extra staff on
at all times, but people are always out in the community. That means leaving one staff back in the unit. Is that also applicable here or is it just overall on shifts you have to that ratio?

MS. WALKER: Yes, that's just based on the shift.

AUDIENCE MEMBER: Thank you. And just another follow-up on that. How does that apply for transportation? So if you're -- if two staff need to be with one -- at least one -- at least two staff are left with one child at all times, what if they're transporting, do you need two staff for transport?

MS. WALKER: No.

AUDIENCE MEMBER: Okay. I have another question also about the ages on the licensure. If your -- so if your license is beyond that 14 to 20 age range that's required within this RFP, are you able to serve youth outside of that 14 to 20 age range within the RFP contracted programs?

MS. WALKER: Andre, you want to answer that question? I would say -- my response would be no,
because the age requirements are stated within the RFP. Now, again, with the other gentleman that asked the question if there was a 13 year old, these are -- you now, there are variance requirements for things that happen that OLM decides, so, Andre, do you want to answer that question?

MR. THOMAS: That question would need to be posed to us in writing. Good answers.

MS. WALKER: Andre, I didn't hear your response. We didn't hear it up here.

MR. THOMAS: I need people to put your questions in writing to us for a response.

MS. WALKER: Okay. Okay.

AUDIENCE MEMBER: One other question. Related to the Key Personnel and the approval for the clinical and the nursing staff, again, it's really clearly laid out in the solicitation what the contractor's responsibility is, but just with the challenging workforce environment, how can we -- what's the time frame we can expect to get a response to be sent in for approval for hiring for these positions?
MS. WALKER: Debbie, she's talking about the QRTP for the nursing staff.

MS. MARINI: I'm sorry. You asked what -- you asked what is the requirement for hiring if you don't already have them on --

AUDIENCE MEMBER: What would be the time frame that we can expect to get approval to hire the Key Personnel that is -- we need to have that approval before we can hire them from the -- I thought it was the State Project Manager.

AUDIENCE MEMBER: Yes, Key Personnel. It's under the Key Personnel section that if we want to substitute one of our Key Personnel, there's requirements for within 30 days of the contract; then there's requirements within the contract. I thought it said 10 days, but did we have to submit within 10 days?

AUDIENCE MEMBER: (Indiscernible) on the contractor's side it was clear about like how long we had to permit that. I was just wondering, because the market's so competitive right now and we have to offer very quickly these positions, when we could expect to
get a response for approving those positions to offer.

MS. MARINI: Well, I think I'm understanding -- I understand the question and I understand the change in practice, so I would say that we would need to get back to you with -- if it's not clear in the RFP how long the Project Manager would take to get back to you on the approval, we will clarify that.

AUDIENCE MEMBER: Okay. Thank you. I just have one more question about the rates and the budget submission. So I understand that we have a 2020 rate for our current program; that's what we submit. But if we are -- as an agency, we have multiple locations -- we are proposing to build a program that we have a rate for but at a different location, so at a new location it's going to be a new program. Should that be our rate for the program we offer somewhere else or should that be a budget that gets submitted?

MS. WALKER: Karen. IRC, can you get the mic?

MS. POWELL: Going into that in two ways. One, I'd defer to the requirements for the RFP for the
financial requirements, but if you are submitting a new
program that is different than what you are currently
offering, then you will need to submit that to the IRC
by February 15th and a request for us to consider a new
rate, so it's two separate steps. So follow what the
RFP is asking you to do, but if you are asking for a
different rate for a new program, then submit that to
the IRC by February 15th.

AUDIENCE MEMBER: Thank you. For -- again on
page 77, for the RFP requirements for Key Personnel,
letter "G", numbers three and four, we have to include
three references for Key Personnel. Is that the same
as our references; we just provide you the contact
information and the references would be done that way
or is that us providing reference -- written reference
letters for those personnel?

MR. KANG: No. You're just giving us contact
information so that we can contact the references.

AUDIENCE MEMBER: Thank you. And for number
four, "Include letters of intended commitment to work
on the project, including letters from any proposed
subcontractors." Subcontractors I don't have a problem
with. Asking our clinicians and our nursing staff to
sign letters of commitment that they will continue to
work at our agency gets a little dicey, because then it
is deemed -- are they under a contract with us, so my
HR Department is a little concerned about us requiring
our personnel to write a -- to sign a letter of intent
to continue with us for a time period, as that seems to
get -- and on our part as well, within a new realm of
Human Resources.

MR. KANG: Can you put that one in writing to
me?

AUDIENCE MEMBER: Sure.

MR. KANG: Yeah. We'll take care of it.

AUDIENCE MEMBER: And I promise only two
more. In terms of the financial, when you're ranking
the financials, if we're just submitting a rate letter,
how is -- what is the ranking based on?

MR. KANG: Your Financial Proposals -- or
your financial ranking will be based on your provider
rates.
AUDIENCE MEMBER: Right, but so like --

MR. KANG: It'll be your FY 21 provider rates.

AUDIENCE MEMBER: So -- but does that carry a certain amount of weight, so if, what, you have a lower rate you get lower points or a higher rate you get more points?

MR. KANG: Lower rates would be higher ranked and -- the highest ranked would be the lowest rate.

AUDIENCE MEMBER: Okay. And then just logistically, in terms of time frames, we're submitting this is in February. When will we get the final verification of if we're awarded a contract or not?

MS. JOHNSON: You'll get that information once the evaluations have been completed and the recommendations have been approved.

AUDIENCE MEMBER: Like will it come out before the usual (indiscernible) at the end or --

MS. JOHNSON: That depends upon how long it takes us to evaluate all of the Proposals.

MS. ECTOR: And just to follow up on the
substitution of personnel issue, the Department is not necessarily approving your hires. That's not what the Department does. But the Department does want notice if you are substituting Key Personnel, which is that program mechanism, and part of that is because it's an evaluation criteria, and if you propose, for instance, one Program Manager for purposes of the evaluation and then after awarding the contract that person is gone, we have concerns about that, because we've seen that kind of bait and switch, but the Department wants to know this; or if someone leaves because they resign and have another job, the Department needs notice of that and that substitution. Ideally, if you can do it 15 days in advance (indiscernible) if not, because (indiscernible) get it in when you can. The Department will acknowledge that notice, but we are not approving your hires.

AUDIENCE MEMBER: So just one last clarification about the rate issue. So I understand this lady's question earlier. There's, at least in part, some amount of points that are being -- that are
considered regarding the 20 rate -- FY 20 rate. So you
have a program, you submit your FY 20 rate letter; that
is considered in the evaluation and, ultimately, the
award of a contract, but that FY 20 rate is in no way
related to the Technical Proposal that was submitted or
FY 21, and -- I mean, I would contend that we will see
rates escalate because of some of the changes in the
requirements of this RFP, some of the ratio changes,
providers who aren't accredited, who aren't a QRTP that
are moving in that direction and that comes with a
cost, so when they go through IRC for their 21 rate,
it's going to be more than the FY 20 letter, but that's
just being considered when making an award, and so I'm
just -- I'm trying to understand how that makes sense.

MR. KANG: Your financial ranking will be
based on FY 21 rates. That FY 20 rate that you're
sending to me, that's just like a placeholder. That's
your Financial Proposal sent to me.

AUDIENCE MEMBER: So, ultimately, you will
wait until FY 21 rates are assessed?

MR. KANG: Right. And so if you have a
current program, you're going to be sending that rate letter to me and you're going to send your budget to IRC. The IRC's going to give you the FY 21 letter and then everything will be based on FY 21 rates.

AUDIENCE MEMBER: Okay.

AUDIENCE MEMBER: So that gets back to the evaluation period. In recent years, the letters from the IRC have not been received until mid-June.

MR. KANG: Right.

AUDIENCE MEMBER: And July 1st is (indiscernible) so if we are waiting for evaluation on FY 21 rates --

MR. KANG: Right.

AUDIENCE MEMBER: -- it feels that logic would preclude us from having an answer before July 1st on the RFP.

MR. KANG: Your current contracts will probably be extended a little bit.

AUDIENCE MEMBER: Okay. I had a second question on the Key Personnel. I apologize. Coming back to -- I did read and it does not say, technically,
that the State Project Manager is approving our hires,
but I think the confusion comes from the State Project
Manager will notify the contractor in writing of the
receipt or the denial for a specified time. So there
is an implication that if we submit someone to replace
-- if I need to replace somebody, that there is a
chance for denial of that person.

MS. WALKER: And I believe that denial would
be based on them not meeting the requirements of the
RFP; that's what that means.

AUDIENCE MEMBER: Okay. Got it. Thank you.

AUDIENCE MEMBER: I have a question. And I
apologize if this was already answered and I may have
missed it. Can you clarify in the previous question
and answer responses, question and response number 26,
does this mean -- is this stating, in this current RFP,
if want to add new programs, you're only able to
respond to the RFP based on the current licensed
programs; you're not able to request any new programs
under your agency?

MS. WALKER: This RFP is for current
providers and you are able to expand, yes.

AUDIENCE MEMBER: Okay.

MR. THOMAS: I need to let everyone know that when you submit your proposal and the Letter of Intent that goes through -- that comes to the Office of Licensing and Monitoring, it should be addressed to Helen Murray-Miller. She'll be your contact at OLM, Helen Murray-Miller.

MS. WALKER: We just had a question up front here.

MR. LABULE: Good afternoon. This is Joseph Labule with Second Family. We provide medically fragile services and we have nurses as employees. Are they considered Key Personnel?

MS. WALKER: Your nurses -- okay. So the Key Personnel under this RFP would be the Administrator, and then the QRTP, that's your nursing and licensed status, so if you're going to be a QRTP-certified provider then, yes, they would be considered Key Personnel.

MR. KANG: Hold on. You don't have to send
the resumes for the nurses though. They're not technically Key Personnel. I mean, they're key to your project, but the only Key Personnel is the Certified Program Administrator.

AUDIENCE MEMBER: Not if you're a QRTP. It specifically says on page 77 --

MS. WALKER: Right.

AUDIENCE MEMBER: -- that, "For QRTP providers, Offerors shall propose their registered or licensed nursing and clinical staff who provide care within the scope of their practice as Key Personnel."

MS. WALKER: Right.

AUDIENCE MEMBER: So that means all of my resumes, all the references, and Letters of Intent for my nurses, my clinicians, and my RCCPA.

MS. WALKER: Your Key Personnel, under the RFP, is the Contract -- the Administrator, and then if you are a QRTP (indiscernible) but as -- under the second frame of his question regarded a medically fragile program, and so they're not QRTP-certified. So your Key Personnel would be your Administrator.
MR. LABULE: I have another question. This relates to the MBE goal. For nonprofits, a lot of the funds go to pay salaries. We're not allowed to consider this towards the MBE goal?

MS. WALKER: I didn't hear you, sir. Could you say it one more time.

MR. LABULE: For nonprofits, a lot of the funds to pay salaries to staff. We're not allowed to consider that towards the MBE goal?

MS. WALKER: Well, the MBE goal is a requirement for any provider having 25 or more beds, and that comes from the Governor's Office of Small Business Administration.

MR. LABULE: Yeah, I know, but, as I said, for nonprofits, you know (indiscernible) so how can we be expected to meet five percent goals, I mean (indiscernible) are part of the MBE goal?

MS. WALKER: Well, Sandy, I can defer to you, but I believe the last response was as long as you're showing due diligence.

MS. JOHNSON: So nonprofits can no longer be
certified as MBEs as of 2015. February of 2015, nonprofits can no longer be considered as certified MBEs.

MR. LABULE: Yeah, I mean, you know, we still have the five percent goal to meet, correct?

MS. JOHNSON: A nonprofit still has to meet the goal. That's correct.

MR. LABULE: Yeah. So my question is if I run out of funds (indiscernible) we pay salaries to staff, so in order to meet that five percent goal, can I consider the staff salaries as part of meeting that goal? (Indiscernible) might hurt the employees.

MS. JOHNSON: You must make a good faith effort to meet the five percent goal set (indiscernible) so if you're proposing beds of 25 or more, you're required to comply with the MBE.

MR. LABULE: Thank you.

MS. WALKER: Anymore questions?

(NO response.)

MR. KANG: So if you want a written response to your questions, please give them to me in writing.
So if some of the questions haven't been answered, please send them to me, because it's going to take time otherwise. And the question about the overnight ratio, we'll get that to you as soon as possible, next day or so. Other than that, thank you all for attending the pre-proposal conference. I hope everyone has a good day.

(Whereupon, at 12:40 p.m., the pre-proposal conference was concluded.)
CERTIFICATE OF NOTARY

I, Deborah B. Gauthier, Notary Public, before whom the foregoing pre-proposal conference was held, do hereby certify that said pre-proposal conference is a true record of the proceedings; that I am neither counsel for, related to, nor employed by any of the parties to this action, nor financially or otherwise interested in the outcome of the action; and that the pre-proposal conference was reduced to typewriting by me or under my direction.

This certification is expressly withdrawn upon the disassembly or photocopying of the foregoing transcript, including exhibits, unless disassembly or photocopying is done under the auspices of Hunt Reporting Company, and the signature and original seal is attached thereto.

[Signature]

DEBORAH B. GAUTHIER,
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