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**QUESTIONS AND RESPONSES # 2**  
**PROJECT NO. F10B4400008**  
**Department of Budget & Management**  
**Employee and Labor Relations Division**  
**Employee Assistance Program**  
**March 20, 2014**

Ladies/Gentlemen:

This List of Questions and Responses #2, questions #45 and #46, is issued to clarify certain information contained in the above named RFP.

In most instances the submitted questions and the Department's responses merely serve to clarify the existing requirements of the RFP. Sometimes, however, in submitting questions potential Offerors may make statements or express interpretations of Contract requirements that may be inconsistent with the Department's intent. To the extent that the Department recognizes such an incorrect interpretation, the provided answer will note that the interpretation is erroneous and either state that the question is moot once the correct interpretation is explained or provide the answer based upon the correct interpretation.

No provided answer to a question may in and of itself change any requirement of the RFP. If it is determined that any portion of the RFP should be changed based upon a submitted question, the actual change may only be implemented via a formal amendment to the RFP. In this situation the answer provided will reference the amendment containing the RFP change.

*1. In Attachment Q: Network Summary, the table includes columns for only psychiatrists, psychologists, and social workers. How shall Offerors address other master's degree prepared therapists included in their EAP network?*

**RESPONSE:** In Attachment Q, Offerors are to provide counts for only the provider types indicated. In addition, Offerors may provide a website address (URL) for the directory of providers that will be available for State of Maryland EAP referrals or include the provider directory as an attachment to the proposal labeled as "Response to Attachment Q: Provider Network." See Amendment 3 Item 1.

*2. Section 2.2.2 of the RFP requests a list of contracted providers including the specialty of those providers. By specialty is the State referring to licensure (e.g., MD, PhD, LCSW, MFCC, etc.)?*

~Effective Resource Management~

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**RESPONSE:** Yes. For the specialty designation, the State is requesting the provider's license or degree designation, such as and for example, MD, PhD, LCSW, or MFCC.

**Remember proposals are due on April 8, 2014, no later than 2:00 p.m.** If there are questions concerning this solicitation, please contact me via e-mail at [rachel.hershey@maryland.gov](mailto:rachel.hershey@maryland.gov) or call me at (410) 260-7681 as soon as possible.

Date Issued: 03/20/2013

By:

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