

**\*\*\*\*\*EXTENDED DATES\*\*\*\*\***

**Plan for 2013 RFP Q0013030 Tours for Inmate Dental Vendors**

Tours will be conducted in the following Regions on the dates listed below. Please email Mr. Steve Bass at the contact information listed below. In order to facilitate visits, when contacting Mr. Bass with information of those who will be attending site visits, vendors must provide, no later than 12:00pm ~~Friday~~ Wednesday April ~~19~~ 24, 2013, the following:

Full Name  
Company Name  
Date of Birth  
Social Security Number  
Race  
Gender  
Driver's License Number  
Cell Phone Number  
Email Address

~~Wednesday~~ Friday, April 24 May 3, 2013 For the Southern Region that includes:

MCI-W - Maryland Correctional institution for Women  
BCF - Brockbridge Correctional Facility  
JCI - Jessup Correctional Institution  
JRI - Jessup Regional Hospital  
MCI-J - Maryland Correctional Institution - Jessup  
ECI - Eastern Correctional Institution  
CMHC-J - Correctional Mental Health Center - Patuxent

~~Thursday, April 25~~ May 1, 2013 For the Central Region that includes:

BCDC – Baltimore City Detention Center  
CDF – Chesapeake Detention Facility  
MRDCC – Maryland Reception, Diagnostic and Classification Center  
MTC – Metropolitan Transition Center

~~Friday, April 26, 2013~~ Tuesday April 30, 2013 for the Northern Region that includes:

NBCI - North Branch Correctional Institution  
WCI - Western Correctional Institution  
MCI-H - Maryland Correctional Institution - Hagerstown  
MCTC - Maryland Correctional Training Center  
RCI - Roxbury Correctional Institution

Contact Information:

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**If vendors do not make arrangements for the site visits and provide the requested information for a background check to be completed by the Department by 12:00pm (noon) April 24, 2013, visitation will be denied.**

Prospective Offerors to the RFP are encouraged to participate in site visits to familiarize themselves with where services are to be provided and with physical plant specifics and so as to appropriately consider these factors in the development of Proposals.

Tours will not be used to answer questions about the RFP; rather the purpose of the tours is to familiarize potential offerors with the geography and physical layout of the facilities to be served by the contracted awardee. Questions about the RFP should be asked at the Pre-Proposal Conference or via written questions as described in § 1.8.

In order to assure adequate preparation and accommodations for the site visits and tours, it is requested that no more than two representatives of each potential Offeror attend.

Information listed above must be submitted for each intended site visit attendee. This will enable Security Staff in the facilities to do a brief background check that will allow them to issue a one-day pass for the tours. Dates for tours will be posted on eMaryland Marketplace and the DPSCS and DBM websites.

Restrictions in addition to the numbers that may tour include the following:

- No communication devices (cell phones, beepers, Blackberries, computers, etc.), weapons or cameras will be admitted to any DOC or DPDS facility Statewide.
- No purses, bags, lunches, briefcases, or other carry-in materials other than a pad of paper and a pen or pencil will be permitted in any facility. (Time will not permit visitors to apply for and get a locker for these items during the brief time prospective Offerors' representatives will be On-site).
- Clothing items made from denim may not be worn into facilities.
- Other forbidden clothing items include open-toed shoes, sleeveless blouses not covered by a jacket, under-wire bras (visitors WILL be asked to remove them in some facilities so they should be avoided), shorts, tee-shirts, and jeans of any material.

- No sundries can be taken into facilities including tobacco, soda, water, other drinks, gum, candy and snacks. If it is necessary to have some sort of food secondary to a medical condition, it must be carried in a clear plastic baggie for inspection by Custody on arrival at each facility.

All prospective Offerors' representatives touring facilities should come prepared to walk multiple blocks, so comfortable shoes are advisable. (Heels may easily catch on catwalk-tiers in some of the facilities, even if significant walking is not required).

All persons participating in these tours must carry a picture ID with them (such as a driver's license).

All persons visiting should be aware that they shall be searched, including at a minimum, an electronic screening and a pat down.

Plans to carpool are essential as parking may be less than desirable in some facilities, and nearly impossible in Baltimore. Arrangements have been made in Baltimore for prospective Offerors' representatives touring the facilities to have one-day parking passes. If this is needed, information regarding the car style and license plate will be required with the ID information in advance of the visit. There are only ten (10) spots to be "borrowed" so parking will also be first-come-first-served, and carpools will have extra consideration over single drivers.