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Governor

ANTHONY BROWN
Lieutenant Governor

T. ELOISE FOSTER
Secretary

DAVID C. ROMANS
Deputy Secretary

QUESTIONS AND RESPONSES # 4
PROJECT NO. F10B4400008
Department of Budget & Management
Employee and Labor Relations Division
Employee Assistance Program
March 27, 2014

Ladies/Gentlemen:

This List of Questions and Responses #4, questions #54 and #55, 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.

54. Attachment Q is requesting a Network Summary of providers by county. We run GEO Access Reports by zip codes. In order to complete this Attachment, is it possible for the State to supply a zip code listing for the counties in question?

RESPONSE: Offerors are responsible for completing the required information for Attachment Q. The State will not provide a list of zip codes for Maryland counties. It should be noted that the State is not requesting a geo access report or analysis; it is requesting a count of providers by county.

55. Within what mile radius would the State like Offerors to search to arrive at the list of providers by county for Attachment Q? Does the State want a list of providers within 10 miles or 15 miles or a different radius of each county?

~Effective Resource Management~

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RESPONSE: In Attachment Q, Offerors must list the providers in their networks by the county in which their providers practice. Providers listed for a given county must be located in that county, not within a certain radius of that county. For example, an Annapolis-based counselor would be designated as a provider from Anne Arundel County. See RFP Section 4.4.3.6 (e) 11.

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 or call me at (410) 260-7681 as soon as possible.

Date Issued: 03/27/2014

By:

Rachel Hershey
Procurement Officer