

Notice of Intent to Solicit
The Department of Human Resources
Child Support Enforcement Administration

Agency Control Number: CSEA/PR/11-001-S
ADPICS Number: N00R0401182

The Department of Human Resources' **Child Support Enforcement Administration** intends to award to a **qualified Contractor** for contractual services for the purpose of managing and operating the Baltimore City Office of Child Support Enforcement (BCOCSE). These services include locating parents, establishing paternity and support orders, enforcing support orders, and case reviews for possible modification of support orders. The Contract will be awarded for three (3) years plus 45-day transition period beginning on or about August 16, 2010 with two (2) one year option periods.

Potential Bidders/Offerors that may be interested in submitting a proposal can obtain complete information by logging onto the DHR Website at www.dhr.state.md.us/ or www.emarylandmarketplace.com.

In order to receive a contract award, a vendor must be registered on eMaryland Marketplace. Guidelines can be found on the eMaryland Marketplace website at www.eMarylandMarketplace.com

Key Information

IFB/RFP Issue Date: May 7, 2010

Question Submittal Begins: May 7, 2010

Pre-Bid/Proposal Conference: May 17, 2010, 2:30 PM, Maryland Department of Human Resources, 311 W. Saratoga Street, Room 104, Baltimore, Maryland 21201.

Bid/Proposal Due Date: June 7, 2010

Bid Opening Time/Location: N/A

Anticipated Contract Award Date: On or about August 16, 2010

Bids/Proposals will be delivered to the Procurement Officer, contact information as follows:

Name: Michaeline D. Lehmutz
Address: Maryland Department of Human Resources, Procurement Division, 311 W.
311 W. Saratoga Street, Room 104
City/State/Zip: Baltimore, Maryland 21201
Telephone #: 410-767-7544, email: mlehmutz@dhr.state.md.us