Maryland Department of
Juvenile Services
Treating • Supporting • Protecting

One Center Plaza
120 West Fayette Street
Baltimore, MD 21201

Anthony G. Brown
Lt. Governor

Martin O'Malley
Governor

Donald W. DeVore
Secretary

May 18, 2009

Re: 09 - JS – 040/eMaryland Marketplace No. V00SO254743 Written Solicitation for Western Maryland Shelter Care

Dear Potential Bidder:

The Maryland Department of Juvenile Services, an Executive Department of the State of Maryland, hereinafter called "the Department," "Juvenile Services," or "DJS," is interested in obtaining Bids to provide two shelter care beds to provide emergency placement for youth residing in Allegany, Garrett and Washington Counties.

Such services shall be focused on providing emergency shelter care for both male and female youth ages 12 to 18 who are in need of non-secure placement by DJS. Such services shall be conducted 24 hours a day, 7 days a week.

The Contract awarded shall be for a period of 3 months beginning on or about June 8, 2009 and ending on September 7, 2009.

The Contract award will be made under Small Procurement Regulations COMAR 21.05.07.

There will not be a Pre-Proposal Conference for this procurement.

Bids for this Written Solicitation are to be submitted to the Procurement Officer by June 1, 2009, no later than 3:30 p.m. to Denise Anderson, Department of Juvenile Services, One Center Plaza, 120 W. Fayette Street, Rm. 334A, Baltimore, Maryland 21201. Late Bids will not be accepted.

Upon receipt of this Written Solicitation please acknowledge by E-Mail to anderse@djs.state.md.us.

If you have any questions please submit them to my office as soon as possible via e-mail at anderse@djs.state.md.us or fax at 410.333.4191, so we can provide answers to them.

Minority Business Enterprises (MBEs) and small businesses are encouraged to respond to this solicitation as a primary contractor and are encouraged to obtain certification.

All questions related to the MBE certification process should be addressed the Maryland Department of Transportation, Minority Business Enterprises, P.O. Box 8755, BWI Airport, Maryland 21240-8755. You may contact them by voice mail at 1-800-544-6056 or by E-Mail at www.mdot.state.md.us.

If you do not intend to respond to this procurement, please take a moment to fill out the Non-Bidders Response Form submit it to my office at the above fax number. This information is required by the

Department of Budget and Management to ensure outreach methods were made to seek vendors for this procurement and to get feedback from vendors regarding this solicitation.

Sincerely,

Denise Anderson

Denise Anderson
Office of Procurement