



OFFICE OF PROCUREMENT

Marc Elrich  
County Executive

Avinash G. Shetty  
Director

SOLICITATION AMENDMENT #2  
Open Solicitation #1096256  
March 19<sup>th</sup>, 2024

PAGE 1 of 1 FOR THE PROCUREMENT OF: **Emergency Family Shelter Accommodations for Health and Human**

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ALL SOLICITATION AMENDMENTS MUST BE ACKNOWLEDGED BY THE OFFEROR PRIOR TO THE HOUR AND DATE SPECIFIED IN THE SOLICITATION FOR RECEIPT OF OFFERS. **FAILURE TO ACKNOWLEDGE AN AMENDMENT MAY BE CAUSE TO REJECT OFFER.**

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DESCRIPTION OF AMENDMENT - THE FOLLOWING INFORMATION IS APPLICABLE TO THE SOLICITATION:

**Change 1.** Page 1 of 15 is replaced by Revised Page of 1 of 15. Changes are italicized and highlighted.

THERE ARE NO OTHER CHANGES.

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THE SOLICITATION PROVISION ENTITLED "SOLICITATION AMENDMENT" IS APPLICABLE TO THIS AMENDMENT. THE CHANGES SET FORTH BELOW ARE HEREBY INCORPORATED INTO THE ABOVE-CITED SOLICITATION. THE DATE SPECIFIED FOR RECEIPT OF OFFERS **HAS NOT BEEN EXTENDED.**

ISSUED BY: Mary J. Wright  
Avinash G. Shetty, Director  
Office of Procurement

NAME OF OFFEROR: \_\_\_\_\_  
(Type or print)

NAME AND TITLE OF PERSON  
AUTHORIZED TO SIGN: \_\_\_\_\_  
(Type or print)

OFFEROR'S SIGNATURE: \_\_\_\_\_ DATE : \_\_\_\_\_  
(Buyer: KO)

Office of Procurement

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[www.montgomerycountymd.gov](http://www.montgomerycountymd.gov)

montgomerycountymd.gov/311



240-773-3556 TTY

**Emergency Family Shelter Accommodations for Health and Human Services Households**  
**FORM CONTRACT # \_\_\_\_\_**

**BACKGROUND/INTENT**

- A. Montgomery County, Maryland (the “County”) Department of Health and Human Services (DHHS), with support from community partners, provides a range of services to 130 household families and individuals with minor children who are homeless, or at risk of becoming homeless. The goal of the emergency family shelter program is to facilitate a rapid exit from homelessness into stable housing within thirty (30) days from the date of entry into the emergency shelter.
- B. The County’s intent is to enter into contracts with qualified applicants to provide low-barrier, housing-focused shelter to homeless families who may have a variety of conditions that may include, behavioral health, physical health, lack of employment skills, unemployment, low or no income, and families with domestic violence concerns.
- C. The funding sources for services under the resulting contract(s) include the State of Maryland Department of Housing and Community Development and Montgomery County, Maryland.
- D. The Montgomery County Department of Health and Human Services (DHHS), Services to End and Prevent Homelessness (SEPH) seeks to end and prevent homelessness by developing a coordinated Crisis Response System that focuses on permanent and stable housing. The mission of SEPH is to make homelessness a rare, brief, and non-recurring event. Family in a housing crisis needs a safe and decent place to go. The type of housing assistance considered may be Permanent Supportive Housing (PSH), Rapid Re-housing (RRH), and other interventions based on vulnerability and severity of service needs, to ensure that families who need housing assistance the most receive it in a timely manner.
- E. The Contractor must utilize a low-barrier and housing-focused approach to quickly provide to families who are homeless, housing and services as needed. Families may not be screened out for assistance because of perceived barriers to housing or services, including, but not limited to, lack of employment or income, drug or alcohol use, or having a criminal record. This program must have non-discriminatory policies in place in compliance with the Americans with Disabilities Act (ADA). <http://www.montgomerycountymd.gov/DGS-ADA/Home.html> . This may include ensuring reasonable accommodations for persons with a disability if they meet criteria for program entry.
- F. This program participates in the Coordinated Entry System (CES), providing comprehensive assessment, referral and connection to appropriate housing options to reduce the length of homelessness. The CES services all of Montgomery County through multiple access point for families and individuals seeking homeless services for stable housing options. More information is available at <http://montgomerycountymd.gov/homelessness/corrEntry.html>

~~For purposes of this Open Solicitation, the terms ‘resident’ and ‘client’ are being used interchangeably.~~

*For purposes of this Open Solicitation, the terms ‘resident’, ‘client’, ‘family’, and ‘families with minor children’ are used interchangeably and shall include pregnant women (pre- and postnatal).*

**I. SCOPE OF SERVICES**

**A. Contractor Obligations**



DEPARTMENT OF HEALTH AND HUMAN SERVICES

Marc Elrich  
County Executive

Raymond L. Crowel, Psy.D.  
Director

April 4, 2022

SOLICITATION ADDENDUM #1  
OPEN SOLICITATION #1096256

Page 1 of 1 FOR THE PROCUREMENT: for

**Emergency Family Shelter Accommodations for Health and Human Services Households**

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THE FOLLOWING CHANGES ARE APPLICABLE TO THE OPEN SOLICITATION:

Change #1

The NOTICE TO VENDORS section is updated to replace the contact information for questions on the application process. Any prospective vendor questions regarding the Open Solicitation process or services to be provided should be emailed to:

**[HHS.Open.Solicitations@montgomerycountymd.gov](mailto:HHS.Open.Solicitations@montgomerycountymd.gov)**

THERE ARE NO OTHER CHANGES

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THE SOLICITATION PROVISION ENTITLED "SOLICITATION ADDENDUM" IS APPLICABLE TO THIS ADDENDUM. THE CHANGES SET FORTH BELOW ARE HEREBY INCORPORATED INTO THE ABOVE-CITED OPEN SOLICITATION

ISSUED BY:   
Raymond L. Crowel, Psy.D., Director, Department of Health and Human Services

Office of the Director

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[www.montgomerycountymd.gov/hhs](http://www.montgomerycountymd.gov/hhs)

## Open Solicitation #1096256

### NOTICE TO VENDORS

<b>Emergency Family Shelter Accommodations for Health and Human Services Households</b>
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Montgomery County, Maryland (the "County"), through its Department of Health and Human Services (the "Department"), is seeking applications from experienced and qualified entities to provide emergency shelter rooms to homeless families, families experiencing a housing crisis, and families or individuals fleeing domestic violence, and who already may be receiving other services from the Department.

A complete description of the Scope of Services is listed in the Open Solicitation packet. You may obtain a packet by visiting DHHS website

<http://www.montgomerycountymd.gov/HHS-program/coo/contractmgmt/cmtcursolicits.html>

The rates for goods and services under Open Solicitation #1096256, are set by the County and published at <http://www.montgomerycountymd.gov/HHS-program/coo/contractmgmt/cmtcursolicits.html>.

The Rates Sheet will be provided to potential vendors upon request of an Open Solicitation application packet.

The County will enter into a contract with each applicant who meets the minimum qualifications as described in the Form Contract (Article II., Minimum Qualifications & Staff Requirements) and are found to be a responsible organization. The County will sign the contract and return a copy to the applicant. The Form Contract with all attachments will constitute the entire Contract. The applicant must sign the County's Form Contract which includes the General Conditions of Contract between County and Contractor, and other attachments, as written, with no modification.

~~Questions related to the technical information in this Open Solicitation should be directed to Denise Anderson, Contract Monitor, Services to End and Prevent Homelessness, at (240) 777-1055.~~

~~Questions related to the application/contract process and insurance requirements may be directed to Gregory Green, Senior Contract Manager, at (240) 777-1247.~~

Any prospective vendor questions regarding the Open Solicitation process or services to be provided should be emailed to:  
HHS.Open.Solicitations@montgomerycountymd.gov