

Boyd K. Rutherford  
Lt. Governor

Larry Hogan  
Governor

Sam Abed  
Secretary

August 15, 2016

**Re: MDV0031028159/16-IT-007 – Live Scan Palm Print Scanners**

Dear Potential Bidder:

The Department of Juvenile Services, an Executive Department of the State of Maryland, hereinafter called “the Department,” “DJS,” or “Juvenile Services,” is soliciting Live Scan Palm Print Scanners for five (5) DJS facilities.

There will not be a Pre Bid Conference for this Procurement.

Bids are to be submitted by **Wednesday, September 14, 2016** no later than **2:00:00 PM**. Bid submission via eMaryland Marketplace is preferred. Bids sent via **courier service, US Mail or hand delivery** will be accepted. Bids submitted by fax or email will NOT be accepted.

You may obtain this solicitation document by accessing the eMaryland Marketplace website **[emaryland.buyspeed.com/bsol/](http://emaryland.buyspeed.com/bsol/)**. Click on Bidding Opportunities and enter the eMaryland Marketplace number **MDV0031028159** to download the solicitation. Please review and submit all required documents. If you are unable to obtain a copy from our website, please call Eureka Yorkman, 410-230-3207 for assistance.

If you do not intend to respond to this procurement, please take a moment to fill out the Non-Bidders Response Form and submit it to my office at 410-333-4191. 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.

Please submit all questions in writing to Eureka Yorkman, Procurement Specialist, as soon as possible via fax or email. The Fax number is 410-333-4191 and the email address is [eureka.yorkman@maryland.gov](mailto:eureka.yorkman@maryland.gov).

Sincerely,

*Eureka Yorkman*

Eureka Yorkman  
Office of Procurement