



MARTIN O'MALLEY
Governor

ANTHONY BROWN
Lieutenant Governor

T. ELOISE FOSTER
Secretary

**PRE-BID CONFERENCE AGENDA
NOVEMBER 10, 2014 – 10:00 AM**

**PROJECT TITLE:
DPSCS SUBSTANCE ABUSE TREATMENT SERVICES**

SOLICITATION NUMBER – DPSCS Q0015010

- I. Welcome and Introduction..... *Patti Tracey, Procurement Officer*
 - a. Introduction of State Attendees
 - b. Pre-Bid Conference summary and sign-in sheet(s) will be emailed and posted to eMaryland Marketplace as well as DBM and DPSCS' websites.
- II. Review IFB Sections 1 and 2..... *Patti Tracey*
- III. Review IFB Sections 3 (Scope of Work).....*Sandra Davis-Hart*
- IV. Review IFB Section 4*Patti Tracey*
- V. Review Attachment D – MBE Instructions and Forms.....*Patti Tracey*
- VI. Review Attachment F – Financial Bid Forms & Various Attachments.....*Patti Tracey*
- VII. Questions and Answers Period*ALL*

QUESTIONS PERTAINING TO THE CURRENT TOPIC BEING DISCUSSED MAY BE ASKED AT THAT TIME. IT IS NOT NECESSARY TO WAIT UNTIL THE Q&A PERIOD.

Notes: Minutes of the Pre-Bid Conference will be not be transcribed. Although the State will provide a summary after the conference, any substantive question should be submitted to the Procurement Officer in writing, preferably via email.

We will attempt to answer every question but our responses may be subject to clarification later. Moreover, **the responses given verbally today by state representatives are not binding upon the State and are for informational purposes.** Should substantive issues be raised which cause the solicitation to be amended, all bidders known to have received a copy of the solicitation will receive the amendment(s).