



# Maryland

DEPARTMENT OF BUDGET  
AND MANAGEMENT

WES MOORE  
*Governor*

HELENE GRADY  
*Secretary*

ARUNA MILLER  
*Lieutenant Governor*

MARC L. NICOLE  
*Deputy Secretary*

## PRE-BID CONFERENCE AGENDA JAN 30, 2024 – 10:00 AM

### PHARMACY BENEFITS MANAGEMENT SERVICES AND PURCHASING POOL MANAGEMENT

#### SOLICITATION NUMBER – BPM039929

- I. Welcome and Introduction ..... Tyler Russell , Procurement Officer, OSP, DGS
  - a. Introduction of State Attendees; and
  - b. Pre-Bid Conference agenda, summary, and attendee list will be posted in eMMA and provided via email.
  
- II. Define MS-IFB and review key thresholds and deadlines..... Tyler Russell
  
- III. Review Reverse Auction Process using RFP 360 Platform..... Chelsea Springsteen, Senior Pharmacy Management Consultant, Milliman
  
- IV. Review of Key Information Summary Sheet and Section..... Tyler Russell
  
- V. Review of RFP Section 2 (Scope of Work)
  - a. Sections 2.1 – 2.38 ..... Christina Kuminski, Director, Employee Benefits Division (EBD), DBM
  - b. Implementation Schedule..... Tyler Russell
  - c. Sections 2.3.10-2.3.17 ..... Sherreon Washington, Director, Contract Management Division (CMD), DBM
  - d. Section 3.10 Experience and Personnel..... Marcy Hersl, Deputy Director, CMD, DBM
  
- VI. Review of MBE and VSBE Subcontracting Goal Requirements.... Tom McLamore, DBM
  
- VII. Review of Remainder of IFB Sections 3 through 7..... Tyler Russell
  
- VIII. Question and Answer Period

Notes: Minutes of the Pre-Bid Conference will not be transcribed, although the State will provide a written summary after the conference. Any substantive questions should be submitted to the Procurement Officer in writing, preferably via email. Questions submitted in writing will receive a written response that will be issued to all vendors.

Answers provided to questions raised at the Pre-Bid Conference may be subject to clarification. No answers or other statements given at the Pre-Bid Conference can alter or amend the IFB; only a formal amendment can change the substance of the IFB. In the event that substantive issues arise necessitating an amendment to the IFB, the amendment will be posted in eMMA and all potential bidders known to have received a copy of the solicitation will receive a copy via email.