

SUMMARY OF THE PRE-PROPOSAL CONFERENCE
OCTOBER 8, 2008
Consulting and Technical Services Procurement II
(CATS II)

State Panel:

Maryland State Department of Information Technology (DoIT):

Elliot Schlanger, Secretary
Doug Carrey-Beaver, Principal Counsel, OAG
Stacia Cropper, Director, Strategic Services
Susan Howells, Director, IT Procurement Office
Gisela Blades, Procurement Officer

Master Contract Attendees List: (see separate posting)

Stacia Cropper called the Pre-Proposal Conference to order at 10:10 a.m. local time Wednesday, October 8, 2008, at the auditorium of the UMUC Inn and Conference Center in Adelphi, Maryland.

Mr. Schlanger spoke to Background and Overview, addressing CATS I goals, results and lessons learned; Ms. Cropper addressed frequently asked questions, with emphasis on MBE requirements, and offered helpful hints.

The Procurement Officer completed the presentation by concentrating on salient points, such as

- Proposal submission, emphasizing MBE requirements
- Sole communication venue – all updates to be posted on CATS II and eMarylandMarketplace web site only
- Functional areas
- eMarylandMarketplace
- MBE goals
- MBE forms
- SBR participation
- Living Wage Requirement
- Prompt Pay Requirement
- Secondary Competition – TORFP vs. RFR

(See separate posting for Power Point Presentation)

The floor was opened to Questions from the floor, which were answered by the panel members. Separate Q&A documents will be posted to reflect all questions received.

The conference adjourned at 12:30 PM.