

PRE-PROPOSAL MEETING

FOR

PHPA, PREVENTION AND HEALTH PROMOTION
"MAINTENANCE & ENHANCEMENT OF THE WEB-BASED IMMUNET
(MARYLAND IMMUNIZATION INFORMATION SYSTEM)"

CONTRACT NO.: DHMH/OPASS 19-18304 M00B9400203

DECEMBER 19, 2018

201 West Preston Street
Room L-1
Baltimore, Maryland

8:40 a.m. - 9:00

PRESENT FROM DHMH:

MICHELE G. FERGES, Procurement Coordinator
JOHN GULLUCCI, Lead Contract Officer
PATRICIA SWARTZ, ImmuNet Coordinator/Contract
Monitor
RASHID M. MALIK, Technical Lead/Database Manager
KURT SEETOO, Immunization Program Manager
ROBERT BRUCE, Chief Operations Officer
NATE CZARNOTA, Database Specialist
GREG REED, Deputy Program Manager

ALSO PRESENT:

ASHLEY BOYKIN, SeRigor
CRYSTAL HERNANDEZ, DXC Technology
SHERRON FULTON, Momentum, Inc.
DZU D. DO, FEDSOFT
THEODORE WILLIAMS, II, AIMSTAR
HARSHID SHAH, Navitas
BRIAN ZERNHELT, A&T Systems, Inc.
RAJAN NATARAJAN, Global Alliant

HUNT REPORTING COMPANY
Court Reporting and Litigation Support
Serving Maryland, Washington, and Virginia
410-766-HUNT (4868)
1-800-950-DEPO (3376)

REPORTED BY: KATHLEEN A. COYLE, Notary Public

- - -

HUNT REPORTING COMPANY
Court Reporting and Litigation Support
Serving Maryland, Washington, and Virginia
410-766-HUNT (4868)
1-800-950-DEPO (3376)

1 P R O C E E D I N G S

2 MR. GULLUCCI: Welcome to the pre-proposal
3 conference for Maintenance and Enhancement of Web-based
4 ImmUNET, Maryland Immunization Information System.
5 Happy Holidays to everyone. Glad you could make it.

6 My name is John Gullucci. I am here to help
7 you understand the process for this procurement. I am
8 the Contract Officer. Please be sure that your name,
9 telephone and fax number, address, and email address
10 are listed on the sign-in sheet. If there is a need to
11 contact you because of this meeting we'll be able to do
12 so easily.

13 Carefully review the Key Information Summary
14 Sheet beginning on page ii of the TORFP. As noted,
15 Maryland Department of Health, Department of Prevention
16 and Health Promotion has issued this TORFP to contract
17 for experienced, responsive, and financially sound
18 contractors that will assume responsibility for systems
19 maintenance, enhancements, technical support and user
20 support, including Tier 3 help desk support of ImmuNet.

21 There are no minimum qualifications for this

HUNT REPORTING COMPANY
Court Reporting and Litigation Support
Serving Maryland, Washington, and Virginia
410-766-HUNT (4868)
1-800-950-DEPO (3376)

1 TORFP. The TORFP was sent to master contractors listed
2 on the consulting and technical services CATS+ master
3 contract on December 6, 2018.

4 Carefully review subsection 4.2, questions
5 regarding how to submit questions subsequent to this
6 pre-proposal conference. Questions to the Procurement
7 Officer, Dana Dembrow, with a copy to the Contract
8 Officer, me, john.gullucci@maryland.gov, shall be
9 submitted via MDH.solicitationquestions@maryland.gov.
10 Questions should be submitted no later than five days
11 prior to the proposal due date. The Contract Officer,
12 based on the availability of time to research and
13 communicate an answer, shall decide whether an answer
14 can be given before the proposal due date. So try to
15 get any questions you have to us ASAP.

16 The contract resulting from this solicitation
17 will be in effect for four years plus a one-year option
18 beginning on June 1, 2019. Points to emphasize:
19 Section 3, the Scope of Work, begins on page two.
20 Carefully review this section to get a full
21 understanding of the requirements of this TORFP. The

HUNT REPORTING COMPANY
Court Reporting and Litigation Support
Serving Maryland, Washington, and Virginia
410-766-HUNT (4868)
1-800-950-DEPO (3376)

1 procurement method used for this solicitation is
2 competitive sealed proposals. Offerors are required to
3 submit their responses to this TORFP in two parts.
4 Section 5, the proposal format, beginning on page 68,
5 clearly lists all submission requirements. Your
6 proposals shall be submitted in separate volumes.
7 Volume one, technical proposal, separately sealed.
8 Volume two, financial proposal, separately sealed.

9 Section 5.4, volume one, technical proposal,
10 page 69. Volume one, the technical proposal, lists all
11 the documents and information required with your
12 technical proposal. Give special attention to
13 subsection K, additional submissions.

14 A two percent MBE goal has been established
15 for the contract resulting from this TORFP. Be sure to
16 complete the MDOT Certified MBE Utilization and Fair
17 Solicitation Affidavit, attachment D1. This attachment
18 must be provided in a separately sealed envelope.

19 The following number of technical proposals
20 are required: one unbound original, three unbound
21 copies, one electronic version of the task order

HUNT REPORTING COMPANY
Court Reporting and Litigation Support
Serving Maryland, Washington, and Virginia
410-766-HUNT (4868)
1-800-950-DEPO (3376)

1 technical proposal in Microsoft Word format, version
2 2007 or greater, on a UBS flash drive, and a second
3 electronic version in searchable Adobe PDF format on a
4 UBS flash drive for Public Information Act. Those are
5 PIAs. This copy shall be redacted so that confidential
6 and/or proprietary information has been removed. See
7 section 5.4.2.B.

8 To simplify the submission, Section 5.4, task
9 order technical proposal, shows where the documents and
10 information should be placed in the technical proposal.

11 Section 5.5, volume two, financial proposal,
12 page 74. Carefully review this section regarding the
13 number of copies, one original unbound, three unbound
14 hard copies, and one electronic version in MS Word
15 format, version 2007 or greater, on a UBS flash drive,
16 of the financial proposal. The financial proposal
17 instructions and the financial proposal form is found
18 in attachment B, which is on an attachment to the Excel
19 -- as an Excel Spreadsheet.

20 Section 5, evaluation and selection process
21 are outlined starting with Subsection 6, page 75. Your

1 proposals will be evaluated by a committee organized
2 for that purpose and will be based on the criteria set
3 forth in the TORFP. The task order technical proposal
4 evaluation criteria, listed in descending order of
5 importance, can be found in Subsection 6.2, on page 75,
6 with the financial criteria listed in Subsection 6.3,
7 page 75.

8 The last page, I promise. The selection
9 procedure is highlighted in Section 6.4, page 75. As
10 noted, the contract will be awarded to the responsible
11 offeror that submitted the proposal determined to be
12 the most advantageous to the State considering
13 technical evaluation factors and price factors as set
14 forth in the TORFP.

15 Other than composing your technical and
16 financial proposals, the most important matter is to
17 get your proposal to us by the date, time and location
18 listed. Your proposals are due no later than 2:00 p.m.
19 local time on January 9, 2019. The address for receipt
20 of these proposals is listed on the Key Information
21 Summary Sheet, page ii. No proposals will be accepted

HUNT REPORTING COMPANY
Court Reporting and Litigation Support
Serving Maryland, Washington, and Virginia
410-766-HUNT (4868)
1-800-950-DEPO (3376)

1 after 2:00 p.m. local time. Please address your
2 proposal packets to the same address listed there.
3 Three acceptable means of delivering a proposal are:
4 The U.S. Postal Service, hand delivered by the offeror,
5 ask for receipt, hand delivered by commercial carrier,
6 ask for receipt.

7 Now, since this is a TORFP that goes out to
8 the master contractors, the results of this meeting and
9 subsequent questions are not going to be listed on
10 eMaryland. They're going to be sent to the master
11 contractors in a mass email, like I sent out the TORFP
12 and the financial proposal.

13 One more thing, folks. Everybody here at
14 this table are very nice people. Michele, Pat, our
15 great technical guys, Robert, Kurt. If you get your
16 proposal here late they'll stand there and hug you,
17 they'll give you a kiss and cry with you, but we will
18 not accept your proposal. So please get it here on
19 time. Okay. If you walk in two minutes late we
20 cannot, by law, accept it. Okay.

21 I'm going to turn this meeting over now to

HUNT REPORTING COMPANY
Court Reporting and Litigation Support
Serving Maryland, Washington, and Virginia
410-766-HUNT (4868)
1-800-950-DEPO (3376)

1 the folks in programming.

2 MS. SWARTZ: Good morning everyone. I am
3 Patricia Swartz. I'm the ImmuNet coordinator. I'm
4 also the contract monitor. And I just want to point
5 your attention to the Scope of Work in the TORFP. So
6 as you can see in the summary, on page two, ImmuNet is
7 Maryland's immunization information system. And the
8 core function for the system is to collect immunization
9 information from many sources so that we can present a
10 single complete immunization record to authorized
11 users. So the system is available and accessible to
12 health care providers, pharmacies, our local health
13 department users, schools. And the system do collect
14 information for all resources as well, through
15 electronic data exchange.

16 The technical specs listed in Section 2.3.
17 Oh, I'm sorry, 2.2, with the requirements on 2.3
18 onward. We've also listed some future potential
19 projects in Section 2.5. And then also we have some
20 important transition information in Section 2.3.6.
21 There's a lot around security and privacy for this

1 system because, obviously, it contains patient medical
2 record information. So please pay attention to Section
3 2.3.7.3 onward, a few pages from there.

4 There is also the deliverables listed in
5 Section 2.4. And we have put some conditions for the
6 service level agreement, or SLA, in Section 2.6.

7 And then of course one of the important items
8 to note is the offeror and staff requirements outlined
9 in Section 3.8 and 3.9.

10 So in case you're looking for some summary
11 information about the functionalities of our system.
12 So our system must provide health care providers the
13 access to view, to search, to view the immunization
14 information in the system. They can also update their
15 patient information, send data for their patients into
16 the system. They can also use the system for certain
17 providers who participate in our Vaccine for Children
18 Program, use the system to order vaccines, to update
19 their vaccine inventory in the system, to enroll in the
20 Vaccines for Children Program. So there is a lot of
21 different functionalities going on here as well.

1 I think that's pretty much all we have.
2 Anything you want to add?

3 MR. GULLUCCI: Robert, anything to add?

4 MR. BRUCE: No.

5 MR. GULLUCCI: Okay. We can open the floor
6 up now for questions if you have any, folks. Yes,
7 ma'am?

8 MS. BOYKIN: Is it possible --

9 MR. GULLUCCI: Say your name first and who
10 you represent.

11 MS. BOYKIN: Ashley Boykin, SeRigor. Is it
12 possible to have the resume forms released as a Word
13 document?

14 MR. GULLUCCI: As opposed to?

15 MS. BOYKIN: The pdf.

16 MR. GULLUCCI: Well, you can put that in
17 your proposal.

18 MS. BOYKIN: Yes.

19 MR. DO: I think she's asking, the one that
20 you gave us is in a pdf format.

21 MR. GULLUCCI: Right.

1 MR. DO: If you guys could send it to us in a
2 Word document instead of in pdf format.

3 MR. GULLUCCI: Oh, no. We're only allowed
4 to send out our documents in pdf.

5 MS. BOYKIN: Okay.

6 MR. ZERNHELT: Well, can you check into
7 that? Brian Zernhelt, A&T Systems. We're just asking
8 for the document that we have to fill out to give you
9 the information to be in a Word format. We can't fill
10 it out if you leave it as a pdf.

11 MR. GULLUCCI: We're not allowed to send it
12 out in Word.

13 MR. ZERNHELT: Because other procurement
14 offices do. That's why --

15 MR. GULLUCCI: We're not allowed to send it
16 out unless it's pdf.

17 MR. ZERNHELT: Okay.

18 MR. GULLUCCI: Yes, sir?

19 MR. ZERNHELT: Brian Zernhelt, A&T Systems.
20 Is the incumbent -- is there an incumbent, and who is
21 it?

1 MS. SWARTZ: Yes. DXC.

2 MR. ZERNHELT: DXC. Okay. Thank you.

3 MR. GULLUCCI: Anything else, folks? Sir?

4 MR. DO: Dzu Do with FEDSOFT Systems. With
5 the incumbent, can you tell us what the award of the
6 incumbent's contract is/was initially, what the initial
7 award was?

8 MR. GULLUCCI: Gee whiz.

9 MR. REED: You mean the total four-year?

10 MR. DO: Yeah. Sure. Whatever ballpark you
11 guys have.

12 MR. REED: I'm going to say it was 4.3, 4.3
13 million.

14 MS. SWARTZ: For the past four years.

15 MR. REED: For the past four years.

16 MR. DO: Thank you.

17 MR. REED: Initial award.

18 MR. DO: Right.

19 MR. REED: I'm sorry, 4.3 million.

20 MR. DO: Right. I got you. I got you. To
21 follow along with -- you had mentioned with MBE that to

1 have that separate?

2 MR. GULLUCCI: Yes.

3 MR. DO: In a separately sealed?

4 MR. GULLUCCI: Yes.

5 MR. DO: So not through email or anything,
6 just separately sealed, correct?

7 MR. GULLUCCI: Right. Yeah. The proposal
8 when it comes in has to have three documents that are
9 sealed, the proposal, the technical proposal, the
10 financial proposal and the MBE.

11 MR. DO: Right.

12 MR. GULLUCCI: Really, it's serious about
13 the MBE. If it's not in a separately sealed envelope
14 everything gets rejected back to you.

15 MR. DO: Got you.

16 MR. GULLUCCI: All right. Sir?

17 MR. ZERNHELT: Just so it's formal.

18 Brian Zernhelt, A&T Systems. Is it possible to extend
19 the due date or would there be any consideration?

20 MR. GULLUCCI: At this point no.

21 MR. DO: For the holidays are there dates

1 that we should expect to not have in the line of
2 available questions during, between say Christmas and
3 New Years?

4 MR. GULLUCCI: The only days I think will be
5 rough would be Christmas Eve and New Years Eve. But
6 basically I -- you send your questions in to
7 solicitationquestions@maryland.gov. I review those
8 every day. And the only days I'm taking off are
9 Christmas Eve and New Years Eve. So I'll be here the
10 entire time reviewing those questions as they come in.
11 I do it every morning.

12 MR. DO: Got you.

13 MR. GULLUCCI: Ma'am?

14 MS. HERNANDEZ: Hi. My name is Crystal
15 Hernandez. I'm from DXC Technology. And I have a
16 couple of questions for you. Will an electronic
17 signatures suffice the requirement for places in the
18 forms where signatures are needed?

19 MR. GULLUCCI: Are you talking about the
20 appendix, or the attachments rather?

21 MS. HERNANDEZ: Yes. Anywhere where

1 signatures are needed specifically?

2 MR. GULLUCCI: Yes. That's fine.

3 MS. HERNANDEZ: Electronic is okay?

4 MR. GULLUCCI: Yeah.

5 MS. HERNANDEZ: I have a couple more. Is
6 that okay?

7 MR. GULLUCCI: You have the floor.

8 MS. HERNANDEZ: For the redacted version of
9 the proposal, if we have key personnel information in
10 there that we can't share on the public domain is that
11 acceptable?

12 MR. GULLUCCI: Yes. Whatever you feel is
13 proprietary or needs to be redacted you can take out.

14 MS. HERNANDEZ: Okay. And the last question,
15 for the proposed solution there are detailed
16 descriptions, you know, of the different requirements
17 and, in Section 2 and 3. And we were just -- do we
18 need to respond to every section there or just the
19 sections that are applicable to the, you know, to the
20 bidders?

21 MS. SWARTZ: Um, --

1 MS. HERNANDEZ: Because some of them seem
2 informative and some are direct where we can answer.

3 MS. SWARTZ: Right. So I think probably
4 respond to the requirements in Section 2.3 onwards.
5 Section 2.2 are technical specifications. So those are
6 for information, informative purpose only. So the
7 requirements are Section 2.3, you know, and then the
8 deliverables and the SLA.

9 MS. HERNANDEZ: So it's okay if there's not a
10 response for every single section? Because apparently
11 there is a couple -- I'm not sure myself. I'm sorry.
12 I'm filling in for my boss -- that it didn't seem where
13 there would be -- we could respond saying we
14 acknowledge it, but I don't think it was looking for
15 answers. Is there answers required for every section?

16 MS. SWARTZ: So we would probably look for
17 answers for every major section.

18 MS. HERNANDEZ: Okay.

19 MS. SWARTZ: But like the, you know, like the
20 2.3.4.4.

21 MS. HERNANDEZ: Okay. I think that's what he

1 was looking for.

2 MS. SWARTZ: We're not looking for that
3 detail.

4 MS. HERNANDEZ: Okay. Thank you very much.
5 That answers all my questions. Thank you.

6 MR. GULLUCCI: any other questions?

7 MR. DO: I'm actually trying to double check
8 here.

9 MR. GULLUCCI: Go right ahead.

10 MR. DO: So are you only taking hard copy
11 submissions for this TORFP?

12 MR. GULLUCCI: Say it again.

13 MR. DO: Are you only taking hard copy
14 submissions for this TORFP?

15 MR. GULLUCCI: Yes.

16 MR. DO: Very well. I have a couple of these
17 going through, so I'm trying to sort through which ones
18 are electronic and a couple of different caveats. So
19 thank you.

20 MR. GULLUCCI: A lot of PORFPs are
21 electronic.

1 MR. DO: Right.

2 MR. GULLUCCI: But TORFPs are basically hard
3 copy.

4 MR. DO: Gotcha.

5 MR. GULLUCCI: Everybody good?

6 MR. DO: So far right now I think.

7 MR. GULLUCCI: Just a -- one thing I
8 neglected to do before we started. I'm going to ask
9 the team here to identify themselves for you, starting
10 with --

11 MS. FERGES: I'm Michele Ferges. I'm the
12 Procurement Coordinator for this for this TORFP. And
13 I work for the Prevention and Health Promotion
14 Administration.

15 MR. GULLUCCI: John Gullucci, Contract
16 Officer, Office of Procurement and Support.

17 MS. SWARTZ: Patricia Swartz, ImmuNet
18 Coordinator and Contract Monitor.

19 MR. MALIK: Rashid Malik, I'm the Technical
20 Lead for the IIS.

21 MR. SEETOO: Kurt Seetoo. I'm the

1 Immunization Program Manager.

2 MR. BRUCE: My name is Robert Bruce. I'm
3 the Chief Operations Officer for the Prevention and
4 Health Promotion Administration.

5 MR. CZARNOTA: Nate Czarnota. I'm a Database
6 Specialist in the Center for Immunization.

7 MR. REED: I'm Greg Reed, Deputy Program
8 Manager for the Health Advisor and the (indiscernible).

9 MR. GULLUCCI: The gentleman who just walked
10 in, we're pretty much through with our presentation.
11 Do you have any specific questions about this before we
12 close?

13 MR. NATARAJAN: I already emailed the
14 questions.

15 MR. GULLUCCI: Okay.

16 MR. NATARAJAN: So I'm waiting for the
17 response.

18 MR. GULLUCCI: Okay. Anything else you'd
19 like to add?

20 MR. NATARAJAN: Pretty much that's it.

21 MR. GULLUCCI: Okay.

1 MR. NATARAJAN: Sorry. Who is the incumbent?

2 MS. SWARTZ: DXC.

3 MR. NATARAJAN: Who?

4 MS. SWARTZ: DXC.

5 MR. NATARAJAN: DXC. Okay.

6 MS. SWARTZ: Technology. Yes.

7 MR. GULLUCCI: See, you did have a question.

8 If there are no more questions we can bring this to a
9 close. I thank everyone for coming. Please make sure
10 your name is on the sheet on the side table. Leave us
11 a business card so we can get in touch with you. As
12 soon as our reporter here gives me a copy, I will send
13 it out on a mass email to the master contractors.
14 Thank you. Happy Holidays.

15 (Whereupon, at 9:00 a.m., the meeting
16 was adjourned.)

1 CERTIFICATE OF NOTARY

2 I, KATHLEEN A. COYLE, Notary Public, before
3 whom the foregoing testimony was taken, do hereby
4 certify that the witness was duly sworn by me; that
5 said testimony is a true record of the testimony given
6 by said witness; that I am neither counsel for, related
7 to, nor employed by any of the parties to this action,
8 nor financially or otherwise interested in the outcome
9 of the action; and that the testimony was reduced to
10 typewriting by me or under my direction.

11 This certification is expressly withdrawn
12 upon the disassembly or photocopying of the foregoing
13 transcript, including exhibits, unless disassembly or
14 photocopying is done under the auspices of Hunt
15 Reporting Company, and the signature and original seal
16 is attached thereto.

17



18

19 KATHLEEN A. COYLE

20

Notary Public in and for

21

the State of Maryland

22

My Commission Expires:

23

April 30, 2022

HUNT REPORTING COMPANY
Court Reporting and Litigation Support
Serving Maryland, Washington, and Virginia
410-766-HUNT (4868)
1-800-950-DEPO (3376)

PLEASE PRINT

PRE-PROPOSAL CONFERENCE for Maintenance & Enhancement of the Web-Based Immunet

Date 12/19/2018

CATS TORFP #M00B9400203 OPASS 19-18304

Name	Company Name Address	Phone Number	Fax Number	E-mail Address & Certification Number	Certified MBE/SBR	
					YES	NO
Crystal ^(Gary Wheeler) Hernandez	DXC Technology	608-213-2408		gary.wheeler@dxc.com		
STERRON FULTON	MOMENTUM	240-350-0656		SFULTON@M-INC.COM	X	
Dzu Do	FEDSOFT	667-225-0767		DDO@FEDSOFT.US		
Theodore Williams	AIMSTAR Solutions, Inc.	410-730-4866		twilliams@aimstar.com	✓	✓
Brian ZERNHELT	A2T System	442-40-620 2080		Brian.Zernhe N@ATS.com		✓
Vincent Preach	Navitas	703-223-9823				
Harshid Shah	Navitas	571-222-3273		harshid.shah@navit		
Ashley Boykin	Serigor Inc	443 449.0903		ashley.boykin@serigor.com	✓	
RAJAN NATARAJAN	Global Alliant	301 801 315 7		Rajan Natarajan serigor.com	✓	



Database Systems
Multimedia Databases
Multimedia Applications

ORACLE
Certified Professional

Theodore Williams II, Ph.D.
President

9250 Bendix Road, North
Columbia, MD 21045

(410) 730-4866
Fax (410) 312-0174
twilliams@aimstar.com

GSA 8(a) STARS II, GSA IT Schedule 70, State of MD MBE, CATS +



8a Certified EDWOSB
GSA STARS II
GSA Schedule 70
ISO 9001-2008
ISO 27001:2013

Navitas Business Consulting, Inc.
13454 Sunrise Valley Drive, Suite 240, Herndon, VA 20171

Harshid Shah
Vice President, Service Delivery

Tel : 571.222.4646 Ext. (111)
Direct: 571.222.3275
harshid.shah@navitas-tech.com
www.navitas-tech.com



BRIAN ZERNHELT
DIRECTOR OF BUSINESS DEVELOPMENT



Let us show you what real performance is

12200 Tech Road, Suite 200
Silver Spring, MD 20904
Office: 301-384-1425 x319 Direct: 240-705-7826
Fax: 301-384-1405 Cell: 240-620-2080
Email: brian.zernhelt@ats.com www.ats.com

Sherron Fulton
Account Manager



(717) 214-8000 Ext. 135
(240) 350-0656
sfulton@m-inc.com

Women Owned Small Business



8a Certified EDWOSB
GSA STARS II
GSA Schedule 70
ISO 9001-2008
ISO 27001:2013

Navitas Business Consulting, Inc.
13454 Sunrise Valley Drive, Suite 240, Herndon, VA 20171

Harshid Shah
Vice President, Service Delivery

Tel : 571.222.4646 Ext. (111)
Direct: 571.222.3275
harshid.shah@navitas-tech.com
www.navitas-tech.com



Ashley Boykin
Business Development Manager

T: +1 443 449 0903
F: +1 443 672 2575
ashley.boykin@serigor.com
www.serigor.com



400 East Pratt Street, Suite 800
Baltimore, MD 21202 USA

WBE/MBE Certified
IT Services & Government Solutions