



Lillian M. Lowery, Ed.D.
State Superintendent of Schools

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TO: MASTER CONTRACTORS

FROM: Dorothy M. Richburg
Procurement Officer

RE: Pre-Proposal Conference
TORFP NO. R00B4400140
SENIOR INTERNET/INTRANET SITE DEVELOPER

DATE: August 6, 2014

YOU SHOULD RECEIVE 5 PAGES
In addition to the attendance sheet
IF YOU DO NOT RECEIVE ALL THE PAGES, PLEASE CALL 410-767-0628
OR EMAIL drichburg@msde.state.md.us
THANK YOU.

Attached are the following documents:

1. Minutes from the Pre-Proposal Conference held on Monday, June 2, 2014 at 10 a.m.; and
2. The attendance sheet.

PROPOSALS ARE DUE NO LATER THAN
2:00 PM EDT, THURSDAY, AUGUST 14, 2014

MARYLAND STATE DEPARTMENT OF EDUCATION

200 West Baltimore Street
Baltimore, MD 21201-2595
410-767-0628
410-333-2017 (Fax)

TORFP NO. R00B4400140

SENIOR INTERNET/INTRANET SITE DEVELOPER

Received By _____
(Print Name)

Signature _____ Date _____

Vendor _____

Telephone No. _____ Fax No. _____

PLEASE E-MAIL, FAX OR MAIL THIS TO:

Dorothy M. Richburg, Procurement Officer
MARYLAND STATE DEPARTMENT OF EDUCATION
200 West Baltimore Street
Baltimore, MD 21201-2595
drichburg@msde.state.md.us
410-333-2017 (Fax)

MS. RICHBURG:

Good morning. Welcome to our Pre-Proposal Conference for the Senior Internet/Intranet Site Developer. We're a smaller number this morning so we're going to follow procedures. We're going to be very informal.

I know you know me. I'm Dorothy Richburg. This is Greg Talley. We have Doug here with us who's taking the minutes.

Greg Talley is going to give us an overview of the procurement, after which the two of you will have the opportunity to ask questions. There were some questions that were received prior to the Pre-Proposal Conference and they will be answered in the written minutes that will be coming out.

I just want to say this is geared to small businesses only. This is a CATS II recomplete. And the proposals are due on Thursday, June the 19th, no later than 2:00 p.m.

But let me say, you do not have to wait until June the 19th to submit your proposal. If you want to submit them on the 18th or 17th you may. As long as it not after June the 19th, 2:00 p.m.

So with that out of the way, I'm going to ask you two ladies just to introduce yourselves for the record and then I will turn it over to Greg Talley.

COURT REPORTER:

Would you please spell your last name?

MS. GUDUDURI:

Yes, Doug. Gududuri, it's G-U-D-U-D-U-R-I, Nandita Gududuri with AP Ventures.

MS. CARPENTER:

And Candace Carpenter, C-A-R-P-E-N-T-E-R with United Solutions...

COURT REPORTER:

Thank you.

MR. TALLEY:

MSDE is issuing this CATS+ TORFP to obtain one on-site Senior Internet/Intranet Site Developer to design, implement and maintain web-based application to portals that provide educators in Maryland with access to a variety of on-one and face-to-face development tools.

These tools will help them develop their individual professional development plans and provide opportunities for educators to collaborate on line.

Given the sensitivity of the data associated with the work, the TO contractor personnel assigned to this project shall comply with the requirements of CATS+ RFP, Section 2.4.3.2 and sign non-disclosure agreements as described in HIPAA.

QUESTIONS – ANSWERS--CLARIFICATIONS

MS. RICHBURG:

Okay. With that said, each vendor is allowed to submit one candidate for this position

and I believe the qualifications and everything is included in the TORFP.

So with that, we're going to get started with questions, and I'm going to start with Nandita and then we're going to go to Candace, and we'll just go back and forth with the two of you.

MS. GUDUDURI:

This is a recompetete?

MS. RICHBURG:

That's correct. Candace?

MS. CARPENTER:

I don't have any yet.

COURT REPORTER:

Could you repeat your question? They were drilling outside when you... can you speak up a little?

MS. GUDUDURI:

Yeah, sure. I just asked if it was a recompetete and was confirmed it was a recompetete.

COURT REPORTER:

Okay. Thank you.

MS. RICHBURG:

This is a recompetete and the incumbent, I believe... Yes, this is a recompetete. The vendor is Advanced Systems Software. Okay. Well there are just the two of you, just go back and forth. Candace said she didn't have any questions.

MS. CARPENTER:

I do not have any questions right now.

MS. GUDUDURI:

Me either. Thank you.

MS. RICHBURG:

Okay. Well, I want to thank Greg for a very well-written TORFP. Greg is a writing expert on these matters.

MS. CARPENTER:

Well, you can start to anticipate what people ask every time and clarify. So you notice as you progress through CATS+ they get better and better written.

MS. RICHBURG:

Okay.

MR. TALLEY:

Thank you for your time.

MS. GUDUDURI:

Thank you.

MS. CARPENTER:

Thank you.

MS. RICHBURG:

Okay.

COURT REPORTER:

We're off the record?

MS. RICHBURG:

Off the record.

MR. TALLEY:

We're off the record. Thank you, Doug.

(Whereupon, at 10:10 a.m. the proceedings were adjourned.)

MARYLAND STATE DEPARTMENT OF EDUCATION
SENIOR INTERNET/INTRANET SITE DEVELOPER
TORFP #R00B4400140
Monday, June 2, 2014

	NAME (Please Print)	ORGANIZATION	ADDRESS (City, State & Zip Code)	TELEPHONE NO. FAX NO.	E-MAIL ADDRESS	SMALL BUSINESS PROGRAM	CERTIFIED MD. MBE
1	KANDACE CARPENTER (DEISTER)	UNITED SOLUTIONS, LLC	212 LONN PARK LN ROCKVILLE, MD 20850	405-328-0210	Kandace-deister@ UNITE SOLUTIONS-BIZ	Yes	Yes
2	Dorothy Richburg	MSDE					
3	Greg Talley	MSDE					
4	Maudita Gududoor	AP Ventures	9520 Berger Rd Suite 107 Columbia 21046	301 760 7216	mgududoor@ apventures. biz	Yes	Yes
5							
6							
7							
8							
9							