

PRE-PROPOSAL CONFERENCE CALL-IN AGENDA
RFP S19257
March 18, 2020 at 10:00 a.m. Pacific Time

I. WELCOME/INSTRUCTIONS

Lida Delos Santos, Contracts Administrator

- Designated Point of Contact Page 5
- RFP Questions Due – Friday, March 20, 2020 Page 5
- Proposal Submittal Due – Friday, April 24, 2020 Page 5
- Interviews – May 8, 2020 Page 5
- Proposer’s Minimum Qualification Page 8
- Proposal Evaluation Criteria Page 8
- Proposal Format and Content Page 10
 - Administrative Submittals (Forms 1-9) Page 20 -30
- Exceptions to the Contract (Form 3) Page 24
 - All exceptions to the Contract terms and conditions must be stated on Form 3 and submitted with the Proposal.
 - Only those exceptions submitted on Form 3 as part of the Proposal shall be considered during negotiations.

II. Diversity Program

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Olga Medina, Business Diversity Program Manager

III. Project Overview/Scope of Work

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Terresa Lee, Information System Supervisor, SAP & Integration System – PM

IV. Questions and Answers

All questions asked at the Pre-Proposal Conference are informal. Please submit questions you feel are important in writing and email to lida.delossantos@vta.org by 4:00 p.m. March 20, 2020.