

**ARLINGTON COUNTY, VIRGINIA  
OFFICE OF THE PURCHASING AGENT**

**REQUEST FOR PROPOSALS NO. 22-DMF-RFP-538**

**NON-MANDATORY PREPROPOSAL CONFERENCE HELD DECEMBER 9, 2021, AT 1:30 PM  
for  
THE PROVISION OF A COMPREHENSIVE REVIEW OF ARLINGTON COUNTY'S COST AND FEE  
STRUCTURE FOR COUNTY DEVELOPMENT SERVICES  
via Microsoft Teams**

- Started @ 1:30 pm.
- Four (4) vendors and four (4) Arlington County Government employees were in attendance.
- Introduction of Arlington County Employees
- Tomeka Price, Procurement Officer, reviewed RFP 22-DMF-RFP-538 with emphasis on requirements and submission deadlines.
  - Teams Prebid meeting was recorded.
  - Any questions regarding the Request for Proposal must be submitted via Vendor Registry for a formal response by the due date.
- Tomeka turned over the meeting to the Project Officers for an overview of the Scope of Work. Project Officers explained the project and highlighted the work to be done.
- Once the overview was completed, Tomeka asked for questions.
  - Items discussed and Offerors were reminded to enter the questions in Vendor Registry for a formal response.
- Meeting was adjourned.

**Offerors in attendance:**

Christine Fisher – Berry Dunn – [cfisher@berrydunn.com](mailto:cfisher@berrydunn.com), (603) 315-8891

Mark Carpenter – MGT Consulting Group, LLC – [mcarpenter@mgtconsulting.com](mailto:mcarpenter@mgtconsulting.com), (804) 741-6346

Paul Folkers – Cherry Bekaert – [paul.folkers@cbh.com](mailto:paul.folkers@cbh.com), (703) 584-8352

Michael Lewis – Cumming Group – [mlewis@cumming-group.com](mailto:mlewis@cumming-group.com)

Arlington County, Virginia

Tomeka Price, VCO, VCA  
Procurement Officer  
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