



AGENDA

PRE-PROPOSAL CONFERENCE

RFP No.: 5004-0-2020
Title: MCHS Improvements
Meeting: February 19, 2020 at 10:00am
Location: Florida Room, MCHS

10:05am – 10:10am Call to order followed by roll call/introductions

Announce name and title, followed by other attendees.
Attendees shall complete the sign in sheet as proof of attendance.

10:10am – 10:20am **Purchasing Overview:**
Tentative Schedule
Submission: one (1) marked original, 1 electronic copy provided on a thumb drive, and four (4) copies
Section VII-Preparing Submissions/Section VIII Criteria

10:20am – 10:25am **Review Section VI-Scope of Services: Facilities Department**
Insurance-Bonding-Liquidated Damages

10:25am – 10:30am **Review of Plan Drawings: Michael F. Hewes, Jr. Harvard Jolly Architecture, Inc.**

10:30am – 10:55am **Request for clarification to questions: Floor open for questions.**
Only responses that are not identified in the solicitation will be addressed by Addenda.

10:55am – 11:00am **Purchasing Final Comments:**
Public Notice Requirements, Cone of Silence

11:00am **Adjourn**
