



Larry Hogan, Governor · Boyd K. Rutherford, Lt. Governor · Dennis R. Schrader, Secretary

**PRE-BID CONFERENCE SUMMARY
COVID – 19 LABORATORY SERVICES
MDH/OPASS 21-19050
eMMA# BPM023963**

**Maryland Department of Health
Held Thursday, May 6, 2021, 10:00 a.m. Local Time
Via Conference Call in #:
1-617-675-4444
(PIN 898 161 830 1458#)**

The Maryland Department of Health (“MDH”) held a pre-bid conference for the above referenced Invitation for Bids on the above referenced date. The conference summary is as follows:

The conference began at 10 a.m. via webinar. Contract Officer Ms. Theresa Ammons of the MDH Office of Contract Management and Procurement (formerly Office of Procurement & Support Services – OPASS) greeted those participating, invited participants to introduce themselves, and introduced Mr. Jonathan Weinstein, Mr. Jason Dubois, and Ms. Rachel Hershey of the MDH COVID-19 Testing Task Force. A list of registered conference participants is contained in the “Registered Conference Participants” document issued with this conference summary. Ms. Ammons also reviewed the purpose of the conference and solicitation.

Ms. Ammons then gave a procurement overview, reading instructions from the IFB document, including those on how to submit questions, bid forms and other required attachments, and information including among other items the contract term, number of potential awards, assignment of work among awarded contractors, the functional areas to be awarded, and required bid submissions. Ms. Ammons indicated a typo on the IFB’s Key Information Sheet. The correct IFB # is MDH/OPASS 21-19050. MBE & VSBE goals were not established for the resulting contracts. However, Functional Area 2 has a Small Business Reserve designation.

Mr. Jonathan Weinstein gave an overview of the specifications as contained in the IFB with the assistance of Mr. Jason DuBois and Ms. Rachel Hershey.

Following the overview of specifications, a Question and Answer period occurred. A list of questions and answers asked at the conference and those submitted after the conference is contained in Questions and Answers #1. IFB Addendum #1 is issued with this conference summary.

The conference adjourned at 10:38 a.m. with a reminder of the question and bid due dates.

Bid documents via email submission are due no later than **Tuesday, June 1, 2021 @ 2:00 p.m.** ***No bids will be accepted after 2:00 p.m.***

The Public Bid Opening is scheduled for the same day at **2:15 p.m.**

Bids Shall Be Sent Electronically To Ms. Ammons' email Address – Theresa.ammons@maryland.gov. Bids Must Be Password Protected. Upon Receipt of Bids, Ms. Ammons Will Send Bidders a Receipt For Your Record. If not included with your bid submission, Ms. Ammons will ask that you send her the password. The Bid Opening Is Open To The Public. YOU ARE INVITED TO PARTICIPATE VIA THE CALL-IN # INCLUDED ON THE KEY INFORMATION SHEET.