

1 OFFICE OF CONTRACT MANAGEMENT AND PROCUREMENT

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6 PRE-PROPOSAL CONFERENCE:

7 REQUEST FOR PROPOSAL (RFP):

8 MARYLAND TOBACCO CONTROL PROGRAM

9 SOLICITATION NUMBER OCMP 24-20956

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13 DATE: Tuesday, October 31, 2023

14 TIME: 1:30 p.m.

15 LOCATION: Via Google Meet Videoconference

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25 Reported by: Melissa Dunn, CVR

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Maryland Tobacco Control Program

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1 ATTENDEES Cont.
2 Stacy Stratton, ATTAIN PARTNERS -
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4 Laran Despain, Wyoming Survey & Analysis Center
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1 P R O C E E D I N G S

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3 (1:42 p.m.)

4 MS. WRIGHT: Okay. Again, good afternoon, and
5 thank you for attending the pre-proposal meeting for
6 the Request for Proposal for Comprehensive Program
7 Evaluation, Maryland Tobacco Control Program,
8 Solicitation No. OCMP 24-20956. This meeting is
9 being recorded, and I ask that all attendees mute
10 their devices unless you are speaking.

11 Good afternoon and welcome. My name is Dana
12 Wright from the Maryland Department of Health Office
13 of Contract Management and Procurement. I am here
14 today to help you understand the process for the
15 Request for Proposal. This meeting is to review the
16 RFP. At this time, I ask that the other MDH
17 employees introduce themselves, followed by the
18 pre-proposal conference verification of attendees.

19 At this time, I ask that the MDH employees
20 introduce themselves.

21 MS. ROBINSON: I'm Janelle Robinson. I'm the
22 MBE liaison for the Department.

23 MS. MONCRIEF: Hi, everyone. Thanks for
24 joining. I'm Dana Moncrief. I am the director for
25 the Center for Tobacco Prevention and Control.

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1 MS. WOLFE: Hello everyone. I'm Sara Wolfe. I
2 am the program manager of operations.

3 MS. HYNES: Hi, everyone. Nikardi Hynes. I am
4 the epidemiologist for the Center.

5 MS. WRIGHT: Thank you. And Sean?

6 MR. WATSON: Sean Watson, procurement manager.

7 MS. WRIGHT: Okay. Are there any other MDH
8 employees on the line? Okay.

9 MS. PRICE: Yes, I need to introduce myself,
10 Dana. Hello, I am Yasmine Price, and I am the
11 program manager -- not program manager, program
12 planner, and evaluator for the Maryland Department of
13 Health Center for Tobacco Prevention and Control.

14 MS. WRIGHT: Okay. Thank you, Yasmine.

15 At this time what I will be doing for the
16 purpose of attendance, I will state the name of the
17 company that registered for the pre-proposal
18 conference, and I ask that the representatives please
19 state your name so that way the attendance can be
20 taken accurately.

21 The first company I have is Abrado Analytics.

22 MS. VAN WORMER: My name is Lisa Van Wormer. I
23 am the owner of Abrado Analytics. We are an MBE and
24 a VBSE.

25 MS. WRIGHT: Okay. Thank you, Lisa. Is there

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1 anyone else joining you from your organization?

2 MS. VAN WORMER: Just me.

3 MS. WRIGHT: Okay. Thank you, Lisa.

4 All right. Next, we have Psychometric
5 Solutions. I apologize. Do I have Tameka and Tonya
6 on the line?

7 MS. ROSS TAYLOR: Good afternoon. Tonya Ross
8 Taylor for Psychometric Solutions, also an MBE. Our
9 CEO, Tameka Payton, is not with us today.

10 MS. WRIGHT: Okay. Thank you, Tonya, for that.
11 And you indicated that you are an MBE?

12 MS. ROSS TAYLOR: That is correct.

13 MS. WRIGHT: Okay. Thank you.

14 And the next company I have is GORDON.

15 MS. GORDON: Notoya Gordon here for GORDON. We
16 are a MBE.

17 MS. WRIGHT: Okay. Thank you.

18 Okay. The next company I have is Express
19 Employment Professionals.

20 MR. LEWIS: Irvin Lewis here from Express
21 Employment Professionals. We are a VSBE, and we
22 have our owner, Ms. Gwen Johnson, in attendance as
23 well.

24 MS. JOHNSON: Yes. I am Gwen Johnson.

25 MS. WRIGHT: Okay. Thank you.

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1 Next, I have the MayaTech Corporation.

2 MS. RANDOLPH CUNNINGHAM: Hello. My name is
3 Suzanne Randolph Cunningham. I am the chief science
4 officer at the MayaTech Corporation. I am joined by
5 several others who are on the line. The President
6 and CEO, I believe, is here.

7 Valerie?

8 MS. SPENCER: Good afternoon, this is Valerie
9 Spencer, President of the MayaTech Corporation. We
10 are a small business and have MBE and VSBE
11 affiliated partners that work with us regularly.

12 MS. WRIGHT: Okay. Are there any other
13 representatives from your company, Valerie?

14 MS. TYLER: Yes. I'm Rose Tyler, contracts
15 manager. Thank you.

16 MS. WRIGHT: Okay. And is Shelley present?

17 MS. SPENCER: I think her intention is to join
18 us. She may be caught up in another meeting at the
19 moment.

20 MS. WRIGHT: Okay. Thank you for that. Okay,
21 let's make a note. Thanks.

22 MS. DRALEY: And we have a Barbara Draley also
23 present.

24 MS. WRIGHT: Barbara? And how does Barbara
25 spell her last name?

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1 MS. DRALEY: D-R-A-L-E-Y.

2 MS. WRIGHT: Thank you for that.

3 Okay. The next company is ATTAIN PARTNERS.

4 Okay, is there a Stacy Stratton on the line?

5 (No response.)

6 MS. WRIGHT: Okay.

7 The next company I have is Wyoming Survey and
8 Analytics Center.

9 MR. DESPAIN: This is Laran Despain. Humphrey
10 Costello and I are representing the Wyoming Survey
11 and Analysis Center.

12 MS. WRIGHT: Okay. Thank you.

13 Next, we have the Institute for Public Health
14 Innovation.

15 MS. MCPHERSON: Hi. My name is Megan McPherson
16 with IPHI. I am the development director, and I am
17 joined by our evaluation director, Jordan Royster.

18 MS. WRIGHT: Okay. Thank you.

19 Next, we have Mathematica.

20 MS. FISHER: Hello. My name is Sarah Fisher.
21 I am a strategy analyst with Mathematica.

22 MS. WRIGHT: Okay. Thank you.

23 Next, we have BerryDunn.

24 MS. BACKHAUS: Hello, everyone. I am Nicole
25 Backhaus. I am a senior proposal writer with

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1 BerryDunn, and I believe I am the only one here for
2 BerryDunn.

3 MS. WRIGHT: Okay. Thank you, Nicole.

4 Okay. And next, I have the University of
5 Arkansas.

6 MS. CRUMP: Hello, everyone. My name is
7 Alisha, and I am here under Healthy Business
8 Management, and I am the senior epidemiologist.

9 MS. WRIGHT: Thank you.

10 Next, we have the Schaefer Center for Public
11 Policy.

12 MS. CANTAVE: Hello. My name is Michelle
13 Cantave. I am the survey research manager here at
14 the University, University of Baltimore, Schaefer
15 Center for Public Policy. And then I also have my
16 colleague, Catherine, on the line with us.

17 MS. WRIGHT: Okay. Thank you.

18 MS. ZNAMIROWSKI: And, hi, I am Catherine
19 Znamirovski with the Schaefer Center.

20 MS. WRIGHT: Thank you.

21 Next, I have the company Evidence to Practice.

22 MS. CLARY: Good afternoon, everyone. My name
23 is Alecia Clary. I am the founder of Evidence to
24 Practice. We are a certified MBE, and my colleague,
25 Yasmeen Lee, is joining me today.

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1 MS. WRIGHT: Okay. Thank you.

2 Is there anyone, by chance, that I did not get
3 their contact information?

4 (No response.)

5 MS. WRIGHT: Okay. Well, thank you, everyone, for
6 that, and I can get back to the information about the
7 RFP. It is very important that everyone confirm
8 attendance in case there is a need to contact you as
9 a result of this meeting. The Department intends to
10 make a single award as a result of this RFP.
11 Carefully review Section 2, Contractor Requirements,
12 Scope of Work, beginning on page 2 of the RFP.

13 As noted, the Maryland Department of Health,
14 Office of Center for Tobacco Prevention and Control
15 is issuing the Request for Proposal in order to
16 obtain a contract to conduct comprehensive
17 evaluation services for the Maryland Tobacco Control
18 Program. All subsequent documentation regarding
19 this solicitation will be posted on the eMaryland
20 Marketplace Advantage, eMMA, website. Please
21 remember that in order to receive the contract
22 award, the vendor must be registered on eMMA.
23 Registration is free. Please review Section 4.2 for
24 details on page 39.

25 I would like to stress to everyone today that

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1 any questions asked during the question-and-answer
2 portion of this meeting be submitted to the
3 Department in writing for clarity purposes. The
4 questions and answers, along with minutes and other
5 documents, if required, will be posted on the eMMA
6 website as quickly as possible.

7 Carefully review Section 4.3 questions on page
8 39 regarding how to submit questions subsequent to
9 this pre-proposal conference. Questions to the
10 procurement officer, Dana Wright, shall be submitted
11 via the e-mail address danawright@maryland.gov.
12 That is D-A-N-A, dot, Wright, W-R-I-G-H-T, at
13 Maryland.gov. Please identify in the subject line
14 the solicitation number and title. Questions should
15 also be submitted no later than November the 13th,
16 2023.

17 The procurement officer, based on the
18 availability of time to research and communicate an
19 answer, shall decide whether the answer can be given
20 before the proposal due date. Given that, please
21 try to submit any questions as soon as possible.

22 If the RFP is revised before the proposed due
23 date, the Department shall provide an addendum.
24 Please be sure to check the eMMA website to
25 acknowledge any addendums. The contract type for

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1 this solicitation is a firm fixed price, and
2 contract duration is for five years with no options.
3 There are several steps involved in this method, so
4 your attention to the solicitation document is
5 crucial to the successful submission of your
6 proposal. There is an MBE subcontracting goal of
7 10 percent and a VSBE goal of 1 percent. The MBE
8 director, Janelle Robinson, will give further
9 emphasis to the MBE goal and VSBE goal requirements.

10 Janelle?

11 MS. ROBINSON: Good afternoon. Again, Janelle
12 Robinson, the MBE liaison for the Department of
13 Health. I'm just going to go over a few brief
14 statements about the MBE and the VSBE portion of the
15 contract. And if you have any questions, if you
16 could save them until the question-and-answer
17 session. Thank you.

18 The MDOT Certified MBE Utilization and Fair
19 Solicitation Affidavit, Attachment D1, must be fully
20 and accurately completed and submitted in Tab O of
21 the technical section of your bid or proposal.
22 Failure to do so will result in your bid or proposal
23 being deemed nonresponsive.

24 On the D1 form, you must first acknowledge and
25 express your intention to meet the overall MBE goal

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1 percentage established for this solicitation. As no sub-
2 goals have been established for this solicitation, do not
3 enter any information regarding the percentages for
4 African-American, Hispanic-American, Asian-American,
5 or woman-owned businesses in Section 1.

6 The MBE participation schedule should include
7 the names of the minority business enterprises that
8 you intend to use to meet the required MBE goal,
9 along with their MDOT certification number, as well
10 as their certification category and related NAICS
11 codes. Only MDOT MBE certification is acceptable.
12 MBE certification from another entity or
13 jurisdiction will not be accepted.

14 Additionally, the percentage of the total
15 contract value to be provided by the particular MBE
16 should be entered, as well as a specific description
17 of the work that is to be performed by that
18 particular MBE. MBE's must be fully certified at
19 the time of the submission of your bid or proposal.
20 MBE prime contractors may count 50 percent towards
21 the established subcontracting goal.

22 Within ten working days of receiving notice
23 that your firm is the apparent awardee, you must
24 submit your Outreach Efforts Compliance Statements,
25 Attachment D2, and your Subcontractor Project

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1 Participation Certification, Attachment D3. You may
2 request a waiver of the MBE goal, and within ten
3 working days of receiving notice that your firm is
4 the apparent awardee, you must submit all required
5 waiver documentation in accordance with COMAR
6 21.11.03.10. Additionally, please carefully review
7 the liquidated damages provisions in the
8 solicitation regarding compliance with the MBE rules
9 and regulations.

10 The VSBE Utilization Affidavit and
11 Subcontractor Participation Schedule, Attachment E1,
12 must also be fully and accurately completed and
13 submitted in Tab O with your bid or proposal.
14 Failure to do so may result in your bid or proposal
15 being deemed nonresponsive. On the E1 form, you
16 must first acknowledge and express your intention to
17 meet the overall VSBE goal percentage established
18 for this solicitation. The VSBE Subcontractor
19 Participation Schedule should include the names of
20 the veteran-owned business enterprise that you
21 intend to use to meet the required VSBE goal, along
22 with their DUNS number.

23 Veteran-owned businesses must be certified in
24 eMaryland Marketplace Advantage prior to submission
25 of your bid or proposal. VSBE certification from

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1 other entities or jurisdictions will not be
2 accepted.

3 Additionally, the percentage of the total
4 contract value to be provided by that particular
5 VSBE should be entered, as well as a specific
6 description of the work that is to be performed by
7 that particular VSBE.

8 The VSBEs must be fully certified at the time
9 of submission of your bid or proposal. Within ten
10 working days of receiving notice that your firm is
11 the apparent awardee, you must submit your
12 Subcontractor Project Participation Statement,
13 Attachment E2. You may request a waiver of the VSBE
14 goal, and within ten working days of receiving
15 notice that your firm is the apparent awardee, you
16 must submit all required waiver documentation in
17 accordance with COMAR 21.11.13.07. And again, if
18 you could save any questions until the
19 question-and-answer portion.

20 I'm done, Dana.

21 MS. WRIGHT: Thank you, Janelle.

22 Minimum qualifications for this RFP is listed
23 on page 1. The Contractor Requirements Scope of
24 Work is listed in Section 2, beginning on page 2.
25 This gives an outline of the responsibility of the

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1 contractor and gives a clear understanding of what
2 the Department expects of the successful contractor
3 in the provisions of services. Please note, a
4 representative from the Program staff will give
5 further emphasis on the scope of work momentarily.

6 Proposal format: Offerers are required to
7 submit their responses to the RFP in two parts.
8 Section 5, Proposal Format, beginning on page 54,
9 and clearly list all submission requirements.
10 Again, I want to stress that your RFPs shall be
11 submitted as Volume 1, Technical Proposal; Volume 2,
12 Financial Proposal. The evaluation and selection
13 process is outlined in Section 6, beginning on page
14 62. Your proposal will be evaluated by the
15 committee organizer for purpose and will be based on
16 the criteria set forth in the RFP.

17 The technical proposal evaluation criteria,
18 listed in descending order of importance, can be
19 found in Section 6.2 on page 62, with the financial
20 proposal evaluation criteria listed in Section 6.3,
21 page 63. The selection procedures is highlighted in
22 Section 6.5, on page 63. As noted, the contractor
23 will be awarded in accordance with the competitive
24 sealed proposal method.

25 Other than composing your technical proposal

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1 and financial proposal, the most important item is
2 to have your proposal submitted by the date, time,
3 and location listed. Therefore, your proposals are
4 due no later than November the 20th, 2023, at 2:00 p.m.,
5 Eastern Standard Time, and submitted electronically
6 to the State's eMaryland Marketplace Advantage,
7 e-procurement system. No proposals will be accepted
8 after 2 p.m. Eastern standard Time.

9 Please remember that after this pre-proposal
10 conference, offerors may have questions answered
11 that may help them understand the RFP Process.
12 Please keep in mind that the answers to your
13 questions, if they are significant in nature, shall
14 be posted on the eMMA website. Therefore, please
15 allow sufficient time for this to occur. Before
16 questions are taken, please state your name and the
17 name of your company so that the minutes are
18 accurate.

19 At this time, are there any questions?

20 (No response.)

21 Okay. Thank you. At this time, further
22 emphasis will be discussed concerning the scope of
23 work from Yasmine.

24 Yasmine?

25 MS. Price: Hello, everyone. So, I am
going

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1 to briefly describe the scope of work for the
2 comprehensive program evaluation for the Maryland
3 Tobacco Control Program Center for Tobacco
4 Prevention and Control.

5 So, a quick summary. The Maryland Department
6 of Health Center for Tobacco Prevention and Control
7 is seeking a qualified vendor to implement a
8 five-year comprehensive program evaluation to
9 identify strengths, gaps, and needs of available
10 tobacco prevention and cessation services and
11 resources within Maryland communities; to examine
12 Maryland Tobacco Quitline service trends and
13 implement strategies for data use and visualization;
14 to examine strategies of mass reach health
15 communication services to successfully reach diverse
16 audiences, including Marylanders disproportionately
17 impacted by tobacco-related death and diseases;
18 identify program synergies; and measure progress
19 towards Center goals and outcomes. And we will
20 utilize these results to identify sustainable
21 opportunities for quality improvement.

22 Deliverable summary, which is found in Section
23 2.4.4: The deliverables will be two program
24 integration reports. These reports will be
25 submitted in years 3 and 5. Those two reports will

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1 be, sort of, a combination of progress towards our
2 long, short, and intermediate goals, and also where
3 the five components of CDC Tobacco Control Program
4 are making synergies across the Center. So, that is
5 what the program integration reports will address.

6 You will also be required to submit annual
7 evaluation briefs, one per contract year. These
8 briefs are just a summary of results of the
9 evaluations you completed within the contract year.
10 Progress reports and invoices, there will be three
11 per contract year. That deliverable is grouped
12 together. So along with your progress report, you
13 will also be required to submit your invoice and
14 invoice narrative.

15 The progress report will essentially report on
16 the progress, on where you are with each evaluation
17 project that you are working on, and then annual
18 work plans where you will outline your intent to
19 complete for the forthcoming contract year. So,
20 that requires one per year. And then additional
21 deliverables will be technical assistance and
22 trainings, and monthly meetings.

23 This is a sample evaluation timeline and
24 schedule. This can be found on Attachment R. This
25 is an example of how one might lay out the

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1 evaluation or the contract over the five-year
2 contract, so it will give you an idea of which
3 projects to -- evaluation projects to work on at
4 what time, when each deliverable is due. So, for
5 example, the integration reports, you will see that
6 they will be in contract year 3 and 5 if you were to
7 look at this sample evaluation timeline. So, again,
8 this was a brief overview of the scope of work.

9 I would ask if the Center Director, Dana
10 Moncrief, has anything to add or anything that I
11 have may have left out?

12 MS. MONCRIEF: No. I think you did a great
13 job. Thank you.

14 MS. Price: Well, Dana Wright, I'm finished.

15 MS. WRIGHT: Okay. Thank you, Yasmine.

16 At this time, if there are any questions,
17 again, I ask that you state your name and the name
18 of your company for accurate minutes, and questions
19 can be taken at this time.

20 Okay. Lisa?

21 MS. VAN WORMER: Hi, this is Lisa Van Wormer
22 again with Abrado Analytics. I had two questions.
23 The first question, for the monthly, quarterly, and
24 annual meetings, are those online or are they
25 expected to be in person or a combination of both?

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1 And the second question would be, since this is
2 evaluating current programs that are running, will
3 we have access to those contract groups and people
4 running those programs or will we only have access
5 to the reports themselves?

6 MS. Price: So, can I just jump in?

7 MS. WRIGHT: Yes. Yes, Yasmine.

8 MS. Price: Okay. So, the first question
9 was about the meetings. So, you will have monthly
10 meetings with the contract monitor who will be
11 myself. And I apologize that I skipped over that in
12 my introduction. But you will have monthly meetings
13 with me as the contract monitor, the Center director
14 as needed, and other program staff.

15 So this segues into your second question, where
16 you will have access to the Center staff that worked
17 directly on those initiatives, and then the Center
18 staff will, you know, coordinate how we work with the
19 contractors and/or send reports. And also those
20 meetings will be 100 percent virtual. *Clarification
21 provided on supporting procurement Q&A document.

22 MS. VAN WORMER: Right. Thank you so much.

23 MS. WRIGHT: Are there any other questions?

24 MS. VAN WORMER: I have one more actually,
25 again. For the MBE, VSBE percentage, I know that as
 a prime contractor we can only take 50 percent of

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1 the MBE overall percentage. But does that also
2 apply to the VSBE percentage or can we take
3 100 percent of that?

4 MS. WRIGHT: Janelle, would you be able to
5 assist Lisa?

6 MS. ROBINSON: Sure. There is no -- what is
7 the word I'm looking for -- rule regarding VSBE and
8 MBE being used -- to answer your question, I don't
9 think there would be a problem with you taking the
10 hundred percent.

11 But, Dana, I am going to double check and I
12 will get back to you just to confirm.

13 MS. WRIGHT: Thank you.

14 Lisa, can you send that question in writing,
15 please, so that way Janelle is able to research it
16 and respond accordingly?

17 MS. VAN WORMER: Absolutely.

18 MS. WRIGHT: Thank you. Appreciate it.

19 Okay. Sarah?

20 MS. FISHER: This is Sarah Fisher from
21 Mathematica. I was wondering is this a small
22 business reserve procurement?

23 MS. WRIGHT: No, it is not.

24 MS. FISHER: Thank you.

25 MS. WRIGHT: Any other questions?

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1 MR. LEWIS: Hello. Irvin Lewis with Express
2 Employment Professionals. I was wondering, is there
3 a current contract working right now that is
4 expiring? And if so, will we have access to those
5 contract documents?

6 MS. Price: There is not a current contract.
7 Dana, do you want to add to the second half of the
8 question?

9 MS. MONCRIEF: No. There is no current
10 contract. What was the second question? I'm sorry.

11 MR. LEWIS: I was asking would we be able to
12 get access to the documents, but because there is
13 no content contract --

14 MS. MONCRIEF: Yeah. That's what I thought.
15 Okay, yeah. There is not a current contract.

16 MR. LEWIS: Another follow-up question. Do you
17 have an estimated budget for this project?

18 MS. WRIGHT: As far as the budget, we are not
19 able to share, like, the estimated budget value for
20 the procurement because it is a proposal. We just
21 ask that basically you complete your proposal and
22 your financials to the best of your ability in order
23 to try to provide all of the deliverables for the
24 procurement at this time.

25 MR. WATSON: I just want to chime in real

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1 quickly.

2 MS. WRIGHT: Thank you, Sean.

3 MR. WATSON: So, all right. Great output and
4 attendance. Make sure that everyone sends in their
5 pre-proposal attendance form so we have an official
6 record of who attended. And also submit your
7 questions in writing as well, so that we can make
8 it official for those who did not attend, they will
9 be able to see what questions were asked and were
10 answered.

11 MS. WRIGHT: Okay. Thank you.

12 MS. MONCRIEF: Just to confirm too, that the
13 transcript will be posted on the eMMA page as well
14 as the questions, too.

15 MS. WRIGHT: Are there any other questions at
16 this time?

17 MR. WATSON: Let me chime in one second.

18 MS. WRIGHT: Yes.

19 MR. WATSON: I don't know if I had missed this,
20 but I was definitely trying to listen to everything
21 that was said. The financial proposal, was that
22 discussed?

23 MS. WRIGHT: The financial? No, it wasn't.

24 MR. WATSON: Okay. Just verify that everybody
25 understands how to complete that, if you can, Dana,

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1 Dana Wright.

2 MS. WRIGHT: One moment. Bear with me for one
3 moment. Okay. For the Attachment B, which is the
4 Financial Proposal form, on that particular proposal
5 form, there will be -- wait a minute. Let me see
6 something. Bear with me, please. Apologies.

7 MR. WATSON: If it's possible, can you share
8 it?

9 MS. WRIGHT: Yes.

10 MR. WATSON: Okay. Thank you.

11 MS. WRIGHT: Just bear with me, please. I have
12 a slow delay here. Okay, all right. So this -- for
13 this Attachment B, the Financial Proposal form, the
14 first tab will be the financial proposal
15 instructions. The second tab will be the sample for
16 the contract year 1 through 5. And then next will be
17 the financial proposal summary where the proposed
18 price would be included for your proposal
19 submission.

20 Please, please remember to sign and date all
21 documents. And then next, we would just have the
22 information for each contract year, so we have the tab
23 for contract year 1, we have the tab for contract year 2,
24 3, 4, okay, and 5.

25 And as indicated previously, if there are any

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1 questions while you are preparing a response to the
2 proposal or the financial proposal, please, please,
3 send in your questions in enough time for us as a
4 department to research and respond accordingly. We
5 want to make sure that everyone has enough time and
6 opportunity to get all of the required documentation
7 back in time. Okay.

8 Are there any other questions at this time?

9 (No response.)

10 Okay. Before we go, I just wanted to include
11 the closing remarks. Again, the proposals are due
12 no later than November 20th, 2023, at 2 p.m. Eastern
13 standard time. Please remember to check the eMMA
14 website for any revisions of the RFP. Please make
15 sure that all of your documents are completed and
16 signed. Okay. And for any questions that were
17 asked during this part of the meeting as well, if
18 you could submit them in writing, that way that the
19 Department can respond accordingly.

20 And if there aren't any other questions?

21 (No response.)

22 Okay. All right. Again, we do, in fact, thank
23 everyone for taking the time to join us today. And
24 have a good day. Thank you.

25 (Whereupon, at 2:16 p.m. the conference was

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1 concluded.)
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CERTIFICATE OF REPORTER

I, Melissa A. Dunn, do hereby certify that the foregoing proceedings were transcribed by me by voice reporting; that I am neither counsel for, or related to, nor employed by any of the parties to the action in which these proceedings were reported; that I am not a relative or employee of any attorney or counsel employed by the parties hereto, nor financially or otherwise interested in the outcome of the action.



MELISSA A. DUNN, CVR