

MARYLAND DEPARTMENT OF HEALTH AND MENTAL HYGIENE  
FAMILY HEALTH ADMINISTRATION

YOUTH RISK BEHAVIOR SURVEYS (YRBS)  
YOUTH TOBACCO SURVEYS (YTS)

OPASS 12-10838

July 12, 2012  
10:00 a.m.  
Department of Health and Mental Hygiene  
Baltimore, Maryland

PASADENA REPORTING & TRANSCRIPTION  
335 Hickory Nut Court  
Pasadena, Maryland 21122  
410-940-9108  
[www.pasadenareporting.com](http://www.pasadenareporting.com)

## APPEARANCES

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ATTENDEES

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JANE KETCHUM  
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EMMANUEL K. ERSKINE  
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ATTENDEES (Continued)

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Ken Consulting, Inc.

PATRICIA RODRIGUEZ  
Ken Consulting, Inc.

JONATHAN CRANE  
Econometrica, Inc.

MICHELLE STEVENS  
The Bryant Group

1 P-R-O-C-E-E-D-I-N-G-S

2 MS. DAVIS: Welcome to the pre-proposal  
3 for the revised Maryland Youth Risk Behavior  
4 Survey and Youth Tobacco Survey.

5 My name is Queen Davis and I'm from the  
6 Office of Procurement and Support Services. I'm  
7 here representing the Procurement Officer, Sharon  
8 Gambrill. Please be sure that you've signed in  
9 on the sign in sheet.

10 If you have business cards, there's an  
11 envelope there, if you could leave your business  
12 card there. That's so that if we have questions  
13 or need to get in touch with you or forward any  
14 addendums to you, your information is readily  
15 available to us.

16 I'm going to ask each of the  
17 representatives from Family Health Administration  
18 to introduce themselves. Afterwards, I'll ask  
19 vendors to please introduce themselves. And if  
20 there are any MBE's, you know state your MBE  
21 position.

22 Okay, as I said my name Queen Davis,

1 I'm from the Office of Procurement and Support  
2 Services.

3 MR. SHIRD:. My name is Vern Shird, I'm  
4 with FHA Procurement.

5 MR. FIEDLER: I am Bob Fiedler, I'm  
6 with the Tobacco Program.

7 MS. ALLDREDGE: Elham Alldredge, Data  
8 Recognition Corporation

9 MS. RODRIGUEZ: Pat Rodriguez, Ken  
10 Consulting.

11 MR. THOMPSON: Herbert Thompson, with  
12 Ken Consulting.

13 MR. ERSKINE:. Emmanuel Erskine, from  
14 Ken Consulting.

15 MR. CRANE: Jonathan Crane, with  
16 Econometrica.

17 MS. ALSTON: Bernice Alston, The  
18 Coleman Group, MBE (inaudible).

19 MR. MURPHY: Bernard Murphy, Pacific  
20 Institute.

21 MS. STEVENS: Michelle Stevens, The  
22 Bryant Group.

1 MS. FLINT:. Kate Flint, ICF  
2 International also (inaudible).

3 MS. DAVIS: Okay. Good morning, thanks  
4 again everybody. Minutes will be taken. There  
5 is a recorder and they will be posted on  
6 eMaryland Marketplace along with any questions  
7 that we have received prior to this pre-proposal  
8 conference and subsequent to the pre-proposal  
9 conference as soon as possible, hopefully by no  
10 later than Monday, maybe by tomorrow but no later  
11 than Monday.

12 If you decide not to submit a proposal  
13 for the solicitation, I ask that you please fill  
14 out the vendor comments and send it back to us.  
15 And that way it will give us information on what  
16 we could do better maybe, if it was an issue you  
17 had that that could help us with our  
18 solicitations in the future.

19 Subsequent to this pre-proposal  
20 conference written questions will be accepted  
21 until there is insufficient time to answer those  
22 questions. If your question is sensitive in

1 nature, we will try to get answers back and if  
2 requires an addendum we will also do that.

3 I would urge you to please have  
4 questions to us no later than Friday of next  
5 week. We don't have a very long time, this is on  
6 the fast track this time, as you know. So we  
7 would like to be able to respond to any questions  
8 that you may have.

9 The procurement method for the  
10 solicitation is competitive sealed proposals.  
11 The contract resulting from the solicitation  
12 shall be for a three year, eight month period  
13 beginning on or about November 1st, 2012.

14 Proposals are due on or before Tuesday,  
15 July 24th, 2012 at 2:00 p.m. local time. And  
16 that information can be found on the key  
17 information summary page of this proposal.

18 Proposals will be sent to the  
19 Department of Health and Mental Hygiene, Office  
20 of Procurement and Support Services, 201 West  
21 Preston Street, Room 416, Baltimore, Maryland  
22 21201, to the attention of Sharon Gambrill.

1           Timely submissions are vital. Late  
2 submissions shall not be accepted.

3           Please note that an MBE subcontracting  
4 goal of 25 percent has been established for the  
5 contract resulting from this solicitation.

6           Of that 25 percent overall goal, there  
7 are sub-goals. The sub-goals are; African-  
8 American, and that's a seven percent  
9 participation, Asian-American, that's a four  
10 percent participation, and women owned, that's a  
11 12 percent participation. That's a total of 23  
12 percent. The other two percent can be  
13 disseminated in any way that you wish.

14           Let me stress to you, and the reason  
15 why this is being -- one of the reasons why this  
16 is being resubmitted is because the last pre-  
17 proposal conference incorrect information was  
18 given to you. It was stated that dually  
19 certified MBEs can be counted for more than one  
20 participation. That is incorrect.

21           If you are a dually certified MBE,  
22 woman owned and say Asian-American. And the

1 woman owned is 12 percent, Asian is four percent.  
2 If you are dually certified in both those areas,  
3 you can only participate in one of those areas.  
4 And that's up to the primary contractor to decide  
5 which areas you will be chosen to participate in.  
6 You cannot be dually certified and participate in  
7 both areas on the solicitation.

8 The MBE Attachment D-1, states that you  
9 check only one for each MBE participant. So if  
10 you are going to be the participant in a woman  
11 owned category, you would check woman owned and  
12 that 12 percent, at least, participation goal has  
13 to be checked. If it is completed incorrectly  
14 you will not be susceptible of being awarded this  
15 contract. Your financials will be returned to  
16 you unopened.

17 Yes ma'am?

18 UNKNOWN FEMALE SPEAKER:. I just want  
19 to reiterate what you just said.

20 MS. DAVIS:. Yes ma'am.

21 UNKNOWN FEMALE SPEAKER:. So basically  
22 we have to (inaudible) three separate MBEs.

1 MS. DAVIS:. Three separate MBEs,  
2 all the variations --

3 UNKNOWN FEMALE SPEAKER:. (Inaudible)  
4 one woman owned --

5 MS. DAVIS:. -- and they have to be --

6 UNKNOWN FEMALE SPEAKER:. -- one  
7 (inaudible) --

8 MS. DAVIS:. One woman owned --

9 UNKNOWN FEMALE SPEAKER:. Okay.

10 MS. DAVIS:. That's right.

11 UNKNOWN FEMALE SPEAKER:. No  
12 combinations?

13 MS. DAVIS:. No combination of the  
14 three.

15 UNKNOWN FEMALE SPEAKER:. (Inaudible.)

16 MS. DAVIS:. Absolutely. And that  
17 information was not given to you correctly at the  
18 last pre-proposal.

19 So if we don't have any more questions  
20 on that issue I will move on to the breakdown of  
21 the aforementioned goals.

22 Your D-1 has to be signed and your MBE

1 that you are submitting for participation has to  
2 be certified, the NAICS code has to be certified,  
3 every category in which you say they are  
4 participating. So if you are using an MBE, say  
5 for printing, their NAICS code has to reflect  
6 that they are certified as an MBE for that  
7 service.

8 That's checked prior to going through  
9 the evaluation process. If that NAICS code does  
10 not match what your MBE participation service is,  
11 you are not susceptible to being awarded the  
12 contract. It must all match.

13 MBE participation is not curable. It  
14 is fatal. If any information is submitted  
15 incorrectly you will not be susceptible to being  
16 awarded. So I urge you to please, please be  
17 cognizant of what you are filling in and that you  
18 are meeting all criteria for the MBE  
19 participation.

20 If the vendor that's recommended for  
21 the award is requesting a waiver, we must receive  
22 that information within 10 days of notification

1 of award.

2 Now within 10 days of notification of  
3 award does not mean that you have to go out at  
4 that time and see if you can get an MBE. That  
5 information should already have been searched,  
6 researched and when we ask for the information,  
7 all you should be doing is forwarding it to us,  
8 what you have done prior to you submitting your  
9 pre-proposal to us.

10 If you do not have your MBE waiver  
11 filled out correctly, that will make you not be  
12 susceptible for being awarded this contract also.  
13 Your financials will be returned to you unopened.

14 The instructions for an MBE waiver is  
15 listed in the solicitation. It's between MBE  
16 Attachment, I think D-5 and D-6. In between  
17 that, right before the MBE waiver page. So  
18 please be sure, if you're asking for a waiver  
19 that you read those instructions carefully and  
20 you adhere to all of the policies there.

21 Now MBE waiver, you must show a good  
22 faith effort. You cannot say that I called this

1 vendor once, and I did not get a return call.  
2 You have to have a vendor that you have called,  
3 not one, maybe a few. If you call -- for  
4 whatever goal or participation we ask. And you  
5 have to have something for that vendor stating  
6 why they could not participate in your contract  
7 with you.

8           You have to show a good faith effort.  
9 If you do not show a good faith effort your  
10 waiver can be declined, which will render your  
11 contract also not susceptible of being awarded  
12 the contract. So I just want to stress to you  
13 the importance of MBE adherence for the  
14 solicitation.

15           Alright, if there are no more questions  
16 concerning that, I'll move on.

17           (No response.)

18           MS. DAVIS:. There is a two-part  
19 submission for your proposal; volume one, the  
20 technical proposal and volume two, the financial  
21 proposal.

22           The general format for proposals is

1 stated in Section 3 of the solicitation. Your  
2 technical and financial proposals are to be  
3 submitted in separately sealed envelopes. For  
4 this purpose of this RFP technical proposals are  
5 -- the technical proposal will have greater  
6 weight has greater weight than the financial  
7 proposals.

8 Now the technical proposal is found in  
9 -- the format for this is in Section 3.4. We  
10 require one original and five copies clearly  
11 labeled "technical proposal". Also, one cd in  
12 searchable PDF format marked "technical  
13 proposal".

14 One copy of the technical proposal must  
15 be labeled PIA, which is the Public Information  
16 Act, and see Section 1.19 and it explains to you  
17 what the Public Information Act requires.

18 The envelope containing your technical  
19 proposal shall include the offeror's name and the  
20 business address, the due date, time and receipt  
21 of proposals and the title of the RFP.

22 The technical proposal must be

1 referenced by sections in the RFP as listed in  
2 Section 3, beginning with Section 3.4.3. The  
3 proposal shall be presented in the same order as  
4 listed in this section of the RFP.

5 Technical proposals are to be  
6 accompanied by a brief transmittal letter  
7 prepared on the offeror's letterhead and signed  
8 by an individual who is authorized to commit the  
9 offeror to the services and requirements as  
10 stated in this RFP.

11 Also, please include your Federal ID  
12 Number, Social Security Number, and any  
13 acknowledgment of all addenda, if any, and an  
14 electronic mail address. Important documents to  
15 be included with the technical proposal are  
16 listed under Section 3, 3.4.2.

17 The bid proposal affidavit is required  
18 with your technical proposal. And if you are  
19 unsure who your resident agent is, please contact  
20 the State Corporate Charter Division at 410-767-  
21 1330 to make sure that that information is  
22 correct. The office is located at 301 West

1 Preston Street.

2           If you are not in good standing with  
3 the State of Maryland you cannot do business with  
4 the State of Maryland. We get a compliance from  
5 the State Comptroller's Office. If it comes back  
6 denied we cannot do business with you until that  
7 has been cleared. And we don't have a lot of  
8 time to allow you to clear that information up.

9           So please, prior to submitting your  
10 proposal, please make sure that you are in good  
11 standing with the State and there are no  
12 outstanding issue that will prevent you from  
13 participating in this award.

14           Confidential statements with  
15 justifications. Offerors must identify portions  
16 of their proposal which it believes to contain  
17 trade secrets and/or confidential or proprietary  
18 information. Offerors must provide a  
19 justification to support its position.

20           If requests for information are made  
21 under the Maryland Public Information Act, the  
22 procurement officer will determine whether or not

1 the information can be disclosed.

2 Your financial proposals. Offerors  
3 shall enter all cost information on Attachment F,  
4 financial proposal worksheet and complete the  
5 financial proposal summary worksheet, Attachment  
6 F-1. Please review Section 3.3.5 for all items  
7 to be included with your financial proposal.

8 We request one original and five copies  
9 of the financial proposal, clearly labeled  
10 "financial proposal". One cd, marked financial  
11 proposal and one copy of the financial proposal  
12 must be labeled PIA for Public Information Act.  
13 Again, that Public Information Act is described  
14 in explanation -- an explanation of the Public  
15 Information Act is described in Section 1, 1.19.

16 The evaluation criteria is listed in  
17 Section 4 of the RFP. That criteria is arranged  
18 in descending order of importance.

19 There are three acceptable means of  
20 delivering your proposals. One; the U.S. Postal  
21 Service. Two; hand delivery by offer, please  
22 have them ask for a receipt signed by a person in

1 the Office of Procurement and Support Services  
2 and the date that it was delivered. Hand  
3 delivery by commercial courier. Please have your  
4 commercial courier to get a receipt from whomever  
5 they leave their proposal with.

6 It has to be left with somebody in the  
7 Office of Procurement on the fourth floor, Room  
8 416. That representing the procurement office of  
9 Sharon Gambrill.

10 Your proposals will be reviewed and  
11 evaluated by an evaluation committee that will be  
12 appointed by the issuing office using the  
13 evaluation criteria set forth in Section 4 of  
14 this RFP. The committee may conduct discussions  
15 with offerors and may request best and final  
16 offers.

17 If it is determined that discussions  
18 are needed, discussions will be held with all  
19 offerors. You will be notified if at any time  
20 during the process if it is determined that your  
21 proposal is not reasonably susceptible of being  
22 selected for award.

1           The committee shall recommend the  
2 offeror whose overall proposal provides the most  
3 advantageous offer to the State.

4           The contract affidavit, that's  
5 Attachment C, and standard contract, Attachment  
6 A, are not required until determination of award  
7 is made. Unsuccessful vendors may request a  
8 debriefing after notification of non-award.

9           And if you have no questions for me, I  
10 will turn it over to the program --

11           Yes ma'am?

12           MS. FLINT:. I have a quick question.

13           MS. DAVIS:. Sure.

14           MS. FLINT: Umm.

15           MR. FIELDER:. State your name and  
16 company please.

17           MS. FLINT:. Sorry. Kate Flint, ICF  
18 International.

19           MS. DAVIS: Okay.

20           MS. FLINT: Just a clarification on  
21 number of copies to be submitted of each  
22 technical and financial in any type of format.

1 Because in the RFP there's a section that says,  
2 technical is to be submitted in word and the PIA  
3 is in searchable PDF?

4 MS. DAVIS:. I think that there's one  
5 -- the technical proposals are being submitted in  
6 searchable PDF also.

7 MS. FLINT:. Oh.

8 MS. DAVIS:. All of them.

9 MS. FLINT:. Okay.

10 MS. DAVIS:. This should have been  
11 (inaudible).

12 MS. FLINT: Okay.

13 MS. DAVIS:. There are one -- there's  
14 one copy of the original -- I mean one original  
15 unbound copy and five copies.

16 MS. FLINT: Alright.

17 MS. DAVIS:. Yeah.

18 MS. FLINT:. And that's the same for  
19 financial?

20 MS. DAVIS:. Yes.

21 MS. FLINT:. Okay, thank you.

22 UNKNOWN MALE SPEAKER:. So that would

1 be six copies in all?

2 MS. DAVIS:. Six total.

3 UNKNOWN MALE SPEAKER:. Six total?

4 MS. DAVIS:. Yes.

5 UNKNOWN SPEAKER:. Okay.

6 MR. SHIRD:. State your name please and  
7 your company.

8 MS. DAVIS:. Your name.

9 UNKNOWN MALE SPEAKER:. Emery

10 (inaudible) with Ken Consulting.

11 MS. DAVIS:. Okay.

12 UNKNOWN MALE SPEAKER:. What

13 (inaudible)

14 MS. DAVIS:. Could you say that --

15 MR. SHIRD:. Redacted copy.

16 MS. DAVIS:. That's your PIA copy?

17 UNKNOWN MALE SPEAKER:. Yes.

18 MS. DAVIS:. That redacted copy,  
19 whatever you determine to be proprietary you can  
20 redact. It is still up to the procurement  
21 officer, Sharon Gambrill, along with our legal  
22 counsel to determine if that is, in fact, what

1 you have redacted is proprietary information.  
2 Because we still have your original copy. So we  
3 will, you know, make sure that what you say is  
4 proprietary is indeed proprietary information.

5 UNKNOWN MALE SPEAKER:. Okay.

6 MS. DAVIS:. Does that answer your  
7 question?

8 UNKNOWN MALE SPEAKER:. I (inaudible)  
9 information from the (inaudible) our PIA copy  
10 (inaudible).

11 MS. DAVIS:. Your PIA copy, if you  
12 could send that to us in searchable PDF, that  
13 would be okay also.

14 UNKNOWN SPEAKER:. That would be okay?

15 MS. DAVIS:. Yeah.

16 UNKNOWN SPEAKER:. Okay.

17 MS. DAVIS:. Any other questions?

18 Yes sir.

19 UNKNOWN MALE SPEAKER:. Bernard Murphy  
20 with the Pacific Institute. We submitted a  
21 questions before this meeting (inaudible) --

22 MS. DAVIS:. They should be answered

1 and sent out by tomorrow.

2 UNKNOWN MALE SPEAKER:. (Inaudible.)

3 MS. DAVIS:. If possible.

4 UNKNOWN MALE SPEAKER:. Okay, so we  
5 (inaudible) --

6 MS. DAVIS:. Well you can ask me here  
7 also. You can certainly -- we can deal with any  
8 questions --

9 MR. FIEDLER:. We're prepared to  
10 conduct (inaudible) --

11 MS. DAVIS:. Yes.

12 UNKNOWN MALE SPEAKER:. Yeah, I heard  
13 you talking about (inaudible) --

14 MS. DAVIS:. Right, I'm going to let  
15 Robert talk about the programmatic portion of it.

16 UNKNOWN MALE SPEAKER:. Okay.

17 MS. DAVIS:. And then you can ask  
18 questions.

19 UNKNOWN MALE SPEAKER:. You're going to  
20 (inaudible)?

21 MR. FIEDLER:. Right.

22 UNKNOWN MALE SPEAKER:. Okay, we can

1 (inaudible) --

2 MR. FIEDLER:. Correct.

3 MS. DAVIS:. Oh, yes.

4 UNKNOWN MALE SPEAKER:. One of the  
5 questions I had with the (inaudible). Since the  
6 previous proposal were reviewed, and this stated  
7 that those did not win in the last round would  
8 get debriefings. Are there debriefings available  
9 for more specific information from previous  
10 round?

11 MS. DAVIS:. No. That procurement was  
12 cancelled and took out --

13 UNKNOWN MALE SPEAKER:. Okay.

14 MS. DAVIS:. -- and this is the  
15 revised. So any subsequent award and non-award  
16 will be open for debriefing. But the one that  
17 was cancelled is not open for --

18 UNKNOWN MALE SPEAKER:. So the  
19 (inaudible) is now gone?

20 MS. DAVIS:. It's gone. It's -- yeah.

21 (Pause.)

22 MS. DAVIS:. Any more questions for me?

1 UNKNOWN MALE SPEAKER:. Yeah, I had  
2 several specific things --

3 MS. DAVIS:. Okay.

4 UNKNOWN MALE SPEAKER:. (Inaudible.)

5 MR. FIEDLER:. Well go over those.

6 MS. DAVIS:. Okay, we'll go over those  
7 also.

8 UNKNOWN MALE SPEAKER:. Okay.

9 MS. DAVIS:. But I'll open -- leave it  
10 to Bob.

11 MR. FIEDLER:. Okay, Bob Fiedler,  
12 Tobacco Program.

13 In terms of changes to the RFP, they  
14 were made quickly so we could get this out. The  
15 bottom line is basically we're looking for a fall  
16 administration to a spring administration. With  
17 respect to (inaudible), the statute requires a  
18 tobacco report on a specific date. The General  
19 Assembly has not changed the statute, so that is  
20 -- it's in place however unrealistic it may be,  
21 it remains in place.

22 Moving back up; evaluation will not be

1 by the same people it will, because we're trying  
2 to move a little faster with some external  
3 evaluators. So we're going to have strictly  
4 internal this time. Some will be staying, some  
5 not.

6 Page 19, 2.2.7 states that survey  
7 administration protocols (inaudible) due August  
8 15th 2012 obviously cannot do that. That will be  
9 an addendum changed to January 1st, 2013.  
10 Because we're going to try to start administering  
11 -- administering the surveys in February so we  
12 want to make sure that we have time to do the  
13 evals.

14 On page 23, 2.2.18 --

15 UNKNOWN FEMALE SPEAKER:. I'm sorry,  
16 what page are you on?

17 MR. FIEDLER:. 2.2.18 (sic).

18 (Inaudible.) What we're trying to do with this  
19 first survey administration, is to have the  
20 contractor ready to produce the report as soon as  
21 they get the data. So what we're going to be  
22 doing is working very quickly to outline what

1 report it is we want produced, populate it with  
2 all the data from the past year's (inaudible).  
3 So that's again what (inaudible) is drop in the  
4 new data. But we're trying to again, move  
5 quickly.

6 Also on page 23, 2.2.18; that's the  
7 date for the summary report. That's the same.  
8 Page 24, 2.2.24; key deliverables. Under the  
9 reporting, number 11, the last one on FY13/FY14;  
10 that should be February to March 2014.

11 UNKNOWN MALE SPEAKER:. (Inaudible.)

12 UNKNOWN FEMALE SPEAKER:. Say that  
13 again.

14 MR. FIEDLER:. On page 24, 2.2.24, line  
15 item 11 --

16 UNKNOWN MALE SPEAKER:. Okay.

17 MR. FIEDLER:. The last item on there  
18 under FY13/FY14, there's estimated March -- I  
19 mean February to March 2015 and it should be  
20 2014. And on FY15/FY16 it should be estimated  
21 September to October 2015.

22 UNKNOWN MALE SPEAKER:. (Inaudible)

1 UNKNOWN FEMALE SPEAKER:. (Inaudible.)

2 MR. FIEDLER:. Line item 11, under  
3 2.2.24.

4 UNKNOWN MALE SPEAKER:. (Inaudible.)

5 MR. FIEDLER:. The last two digits,  
6 estimated the dates or the years are one year too  
7 high. It should be backed down a one year.

8 With respect to invoicing, we've had a  
9 number of questions about that the last round and  
10 this round. Let me just kind of put it very  
11 simply. Our program is level funded. We get the  
12 same amount of money every single year. So if 50  
13 percent is the cost of the first survey  
14 administration for FY13/14, half gets paid in  
15 FY13, half gets paid in FY14.  
16 For the second round, the total cost of that,  
17 half gets paid in FY15, half will be paid in  
18 FY16. And that's how 2.5.4.A on page 26 and 27  
19 is set up, A and B. It's set up to provide a  
20 different percent of the costs allowed in each of  
21 the two fiscal years that aren't covered by that  
22 funding. And that's just something that we have

1 to do (inaudible) three fiscal years, et cetera  
2 and we can't adjust back and forth, we had  
3 overages and underages and with the General  
4 Assembly and (inaudible). So it's just kind of a  
5 (inaudible). We don't have 2012 in there.

6 Now again, we are going to be somewhat  
7 dependent upon the CDC contractor getting data.  
8 They normally tell you 12 weeks. Fortunately, we  
9 do a county level survey, middle school and high  
10 school. So it's basically, instead of doing one  
11 analysis for Maryland that takes 12 weeks,  
12 they're doing 48.

13 So (inaudible) have them in 16 weeks  
14 (inaudible). And then (inaudible), but that's a  
15 reasonable guess at this point. From the date  
16 the contractor gives them all the documentation.  
17 When we say survey administration from February  
18 to April 30th, if it gets done sooner, we get the  
19 data back sooner.

20 Scheduling schools will be an issue in  
21 that time frame because of the school  
22 assessments. So if you are the successful

1 contractor I might suggest starting to schedule  
2 schools for that, assuming you get the contract  
3 award. School selections have not been made by  
4 CDC, but they will be probably by the end of the  
5 month.

6 UNKNOWN FEMALE SPEAKER:. (Inaudible.)

7 MR. FIEDLER:. Pardon?

8 UNKNOWN FEMALE SPEAKER:. (Inaudible.)

9 MR. FIEDLER:. The CDC will be  
10 selecting schools for this administration by the  
11 end of this month.

12 UNKNOWN FEMALE SPEAKER:. Okay.

13 MR. FIEDLER:. And we're keeping the  
14 same scale as we've done in the past with the  
15 Youth Tobacco Survey, so it's about 330 schools.

16 (Pause.)

17 MR. FIEDLER:. Are there any additional  
18 questions?

19 UNKNOWN MALE SPEAKER:. Yeah.

20 MR. FIEDLER:. Right here.

21 UNKNOWN MALE SPEAKER:. I didn't  
22 understand quite when you said (inaudible).

1 MR. FIEDLER:. It's when we get funding  
2 it's level from year to year across the survey  
3 years. And it's not that we have the same amount  
4 of funding since 2002, we've been cut by about 75  
5 percent (inaudible) it's just that when we get  
6 funds, give (inaudible) contracts, that's the  
7 level -- it can be cut again if it hasn't been  
8 for this, for the RFP we have to plan for no more  
9 than.

10 UNKNOWN FEMALE SPEAKER:. Can I ask a  
11 question?

12 MR. FIEDLER:. Sure.

13 UNKNOWN FEMALE SPEAKER:. Now when you  
14 say (inaudible). My understanding is when the  
15 surveys are completed they have to (inaudible).

16 MR. FIEDLER:. When they are collected  
17 at the school (inaudible) --

18 UNKNOWN FEMALE SPEAKER:. Okay.

19 MR. FIEDLER:. And then the school  
20 (inaudible) --

21 UNKNOWN FEMALE SPEAKER:. (Inaudible)  
22 leave by car, (inaudible)?

1 MR. FIEDLER:. That is the CDC's  
2 protocol for (inaudible).

3 UNKNOWN FEMALE SPEAKER:. But  
4 (inaudible) --

5 MR. FIEDLER:. (Inaudible) the CDC  
6 protocol (inaudible).

7 UNKNOWN FEMALE SPEAKER:. (Inaudible)  
8 something for (inaudible) that's included in the  
9 (inaudible) --

10 MS. DAVIS:. Could you please speak up?

11 UNKNOWN FEMALE SPEAKER:. I can come  
12 up.

13 MS. DAVIS:. Okay, I appreciate it.

14 UNKNOWN FEMALE SPEAKER:. Is that close  
15 enough?

16 MS. DAVIS:. Sure.

17 UNKNOWN FEMALE SPEAKER:. Okay, on  
18 2.2.16 -- on 2.2.17 you ask for updated data sets  
19 in SAS, SPSS and STATA formats. Does that mean  
20 you want the data in all three programs or one of  
21 those programs?

22 MR. FIEDLER:. All.

1 UNKNOWN FEMALE SPEAKER:. So you want  
2 three separate data sets, each in one format?

3 MR. FIEDLER:. Yes.

4 UNKNOWN FEMALE SPEAKER:. Okay.

5 Alright. Now the other question is just minor.  
6 It's the 2.2.17.1. It says the report on tobacco  
7 use is not limited to those data outlined in  
8 paragraph 2.2.17.

9 MR. FIEDLER:. Correct.

10 UNKNOWN FEMALE SPEAKER:. I believe you  
11 mean 2.2.16?

12 MR. FIEDLER:. Yes.

13 UNKNOWN FEMALE SPEAKER:. Okay. It's  
14 just a minor thing.

15 MR. FIEDLER:. And the other reason for  
16 thinking about class is we're going to have  
17 (inaudible). We get them back to you in have  
18 randomly selected records from the data set and  
19 we will ask to see that specific answer sheet.

20 UNKNOWN FEMALE SPEAKER:. Okay.

21 MR. FIEDLER:. So if you can't find the  
22 class --

1 UNKNOWN FEMALE SPEAKER:. It will be a  
2 mess.

3 MR. FIEDLER:. Yes.

4 (Pause.)

5 MS. FLINT:. I have a question.

6 MR. FIEDLER:. Please identify yourself  
7 again.

8 MS. FLINT:. Kate Flint from ICF. In  
9 1.1.1, summary statement; the last sentence says,  
10 separate survey instruments will be administered  
11 to middle and high school students. Does that  
12 mean there's two questionnaires or one?

13 MR. FIEDLER:. Two.

14 MS. FLINT:. Two questionnaires, is  
15 there only one in the RFP?

16 MR. FIEDLER:. Correct, there's two in  
17 there.

18 MS. FLINT:. I'll go check.

19 MR. FIEDLER:. If not, there are --  
20 there's two YRPS core surveys.

21 MS. FLINT:. Okay.

22 MR. FIEDLER:. And we are constructing

1 the 2014 -- 13/14 surveys using that as a base.

2 MS. FLINT:. Okay. Thank you.

3 MR. FIEDLER:. As I understand it, the  
4 CDC will be supplying answer sheets. The  
5 contractor will be asked to duplicate the  
6 questionnaires.

7 (Pause.)

8 The CDC is planning on about 100,000  
9 (inaudible).

10 (Pause.)

11 And this is again, an FYI (inaudible)  
12 task right out of the block is having the class  
13 selection

14 MS. DAVIS:. Can I just reiterate  
15 something. There is no administration for this  
16 year. This calendar year.

17 MR. FIEDLER:. Not this calendar year.

18 MS. DAVIS:. So basically you're  
19 (inaudible) --

20 MR. FIEDLER:. This is (inaudible) or  
21 February (inaudible).

22 MS. DAVIS:. (Inaudible.)

1 (Pause.)

2 MS. DAVIS: I'm just going to give you  
3 a few minutes to meditate and maybe a question  
4 will pop up, if you think of something.

5 (Pause.)

6 MS. DAVIS:. Can I ask if there are any  
7 MBEs, if you don't mind, could you stand and  
8 identify yourselves just for -- thank you. Any  
9 MBEs, if you could just stand and identify.

10 MR. THOMPSON: Herbert Thompson, Ken  
11 Consulting.

12 MS. DAVIS:. Okay, thank you.

13 MS. ALSTON:. Bernice Alston, The  
14 Coleman Group.

15 MS. DAVIS:. Thank you.

16 MS. STEVENS:. Michelle Stevens with  
17 Bryant.

18 MS. DAVIS:. Thank you. And did you  
19 indicate on our sign in sheet that you are MBEs?

20 (Chorus of yes.)

21 MS. DAVIS:. Okay. Thank you.

22 (Pause.)

1 MS. DAVIS:. Alright, if there are no  
2 more questions --

3 UNKNOWN MALE SPEAKER:. Excuse me.

4 MS. DAVIS:. Yes.

5 UNKNOWN MALE SPEAKER:. In terms of the  
6 survey administration (inaudible) developing  
7 (inaudible) specific schools or do you have to  
8 provide a (inaudible)?

9 MR. FIEDLER:. The contractor is  
10 required to provide survey administrators.

11 UNKNOWN MALE SPEAKER:. Okay.

12 MR. FIEDLER:. We do not specify where  
13 you get them.

14 UNKNOWN MALE SPEAKER:. Okay.

15 (Pause.)

16 UNKNOWN FEMALE SPEAKER:. (Inaudible.)

17 MR. FIEDLER:. We don't have a  
18 prohibition on that one.

19 UNKNOWN FEMALE SPEAKER:. (Inaudible.)

20 MR. FIEDLER:. The only thing we have  
21 is a --

22 UNKNOWN FEMALE SPEAKER:. (Inaudible.)

1 MR. FIEDLER:. -- screens that we have  
2 to take, but that's it.

3 (Pause.)

4 UNKNOWN MALE SPEAKER:. In terms of the  
5 insurance, I noticed that on the insurance  
6 (inaudible) is -- you -- if you are awarded --

7 MS. DAVIS:. If you are awarded, yes.

8 UNKNOWN MALE SPEAKER:. Okay.

9 MS. DAVIS:. All the information has to  
10 be --

11 UNKNOWN MALE SPEAKER:. Got it.

12 MS. DAVIS:. -- sent 10 days --

13 UNKNOWN MALE SPEAKER:. And obviously  
14 got to be submitted with the proposals.

15 MS. DAVIS:. Not have to be submitted  
16 with proposals. Absolutely not.

17 (Pause.)

18 MS. DAVIS:. Okay, if there are no more  
19 questions, I'd like to thank you all for coming  
20 and I hope to hear from all of you prior to July  
21 24th at 2:00 p.m.

22 Thank you very much.

1                   (Whereupon, the pre-proposal conference  
2 was concluded.)  
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TRANSCRIBER'S CERTIFICATE

This is to certify that the proceedings in the matter of Department of Health and Mental Hygiene Pre-Proposal Conference, OPASS 12-10838, held on July 12, 2012, were recorded by means of tape recorder.

I do hereby certify that the foregoing pages constitute the official transcript of said proceedings to the best of my ability in a complete and accurate manner.

In Witness Whereof, I have hereunto subscribed my name this 15th day of July, 2012.

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Jennifer Young  
Transcriber