

July 30, 2021

Pre-Proposal Conference

For

Contractor Development Administration – Bonding and Financial Assistance

(Sourcing Event # 0000005676, “EXT ADM | Contractor Development Administration”)

A G E N D A

1. Welcome and Introductions

2. Key Dates:

- Deadline for Questions: Friday, August 13, 2021 by 5:00 PM Pacific Time
- Deadline to Submit Proposals: Friday, August 27, 2021 by 5:00 PM Pacific Time

3. Contract Overview

- a. Request for Proposals
- b. Attachment 1: City’s Proposed Agreement Terms
- c. Attachment 3: Proposer Questionnaire
- d. Attachment 4: Proposer Information and References
- e. Attachment 5: First Source Hiring Forms
- f. Attachment 6: HCAO and MCO Declaration Forms
- g. 12B Equal Benefits
- h. Attachment 9: CMD Form 3
- i. Attachment 10: LBE Participation and Good Faith Outreach Forms

4. Required Supporting Documentation (RSD) and Minimum Qualifications (MQ)

5. Proposal Evaluation Criteria

- a. **Minimum Qualifications (Pass/Fail)**
- b. **Price Proposal (20 Points)**
- c. **Written Proposal (80 Points)**

6. Reminders

- a. Addendum(s)
- b. Deadline for Questions: Friday, August 13, 2021 by 5:00 PM Pacific Time
- c. Deadline to Submit Bids: Friday, August 27, 2021 by 5:00 PM Pacific Time

7. Questions / Discussion / Other Business