

REQUEST FOR PROPOSALS (RFP)

**STATE OF MARYLAND
DEPARTMENT OF HUMAN SERVICES (DHS)
OVERNIGHT SIBLING SUMMER CAMP
BCODSS/CS-18-006-S**

January 24, 2018

**Pre-Proposal Conference Summary
December 27, 2017
6401 York Road
Baltimore, Maryland**

10:00 AM-11:00 AM

PRESENT FROM BCODSS:

Susan Loysen, Supervisor, Independent Living Program
Abbey Niland, Supervisor, Independent Living Program
Judith Schagrin, Assistant Director, Children's Services
Jeannetta Boyce, Procurement Officer, BCODSS Procurement

PRESENT FROM DHS:

Nia Graves, Agency Procurement Specialist, DHS Procurement

ALSO PRESENT:

Gene Aucott for Easterseals
Lynne Matthews for Melwood

ATTENDING BY PHONE:

Kirstin Shrom-Rhoads for Manidokan

Minutes:

Meeting was open with introduction of all attendees; a brief explanation for the reason of the meeting was given by Jeannetta Boyce and Nia Graves. Judith Schagrin and Susan Loysen gave a background history for the reason for the camp. The floor was then opened for questions. Answers to substantive questions asked during the Pre-Proposal Conference are answered in the separate document entitled Questions & Responses #1.

