

STATE OF MARYLAND

DEPARTMENT OF HUMAN RESOURCES
SOCIAL SERVICES ADMINISTRATION
OFFICE OF ADULT SERVICES
311 West Saratoga Street
Baltimore, MD 21201

REQUEST FOR GRANT PROPOSAL (RFGP)
FOR
RESPIRE CARE SERVICES
DHR AGENCY CONTROL NUMBER: SSA/RCP/14-002-S

TUESDAY, OCTOBER 1, 2013 10:00 A.M.

PRESENT FROM DHR:

GARRY L. FLEMING, Procurement Officer
KATHLEEN WARD, Program Specialist
ELSA SINGLETON, Procurement Division

ALSO IN ATTENDANCE:

BETSY WEAVING, Abilities Network
BROOKE KAISER, Easter Seals
LAVISHA McCLARIN, Easter Seals

REPORTED BY: DAVID RITCHEY, Notary Public

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

2 MR. FLEMING: All right. I just want to say
3 good morning to everyone.

4 My name is Garry Fleming, and I'll be the
5 procurement officer for this solicitation.

6 On behalf of the Department of Human
7 Resources, I would like to welcome you all to the
8 pre-proposal conference.

9 Today, we'll share some information with you
10 concerning the requests for the grant proposal entitled
11 "respite care services."

12 The AC control number for this RFGP is
13 SSA/RCP/14-002-S.

14 If everyone -- if anyone has not already done
15 so, please see Ms. Linda right at the back of the room
16 to sign in on our sign-in sheets. Also, those of whose
17 businesses are here that are minority businesses or
18 part of Small Business Reserve vendors, please identify
19 yourself on that sheet, also.

20 If you need a copy -- I see everybody has a
21 copy, so we don't need to go through that -- but there

1 are extra copies of the RFGP, the agenda, on the back
2 table also.

3 Please note that Hunt Reporting Company is
4 recording this conference and a copy of the transcript
5 of this conference will be posted on the DHR website.

6 We'll go with the introductions. First,
7 we'll have the introductions for the representatives of
8 the State and it looks like it's just us two,
9 ourselves.

10 And I'll introduce you, Ms. Kathleen Ward;
11 she's with the SSA. That's -- I'm sorry, I just lost
12 my place -- she's with the Social Service
13 Administration Office of Adult Services and she will be
14 speaking to you when it comes time for Section 3, those
15 specifications.

16 Okay. So I'm going to go ahead and move
17 forward. I am going to ask if everyone hold all of
18 your questions until the end of the presentation and
19 I'll open the floor for questions.

20 General information, Section 1.1. Summary
21 statement summarizes the objective of this RFP. As

1 stated in Section 1.1, the Department of Human
2 Resources Social Service Administration Office of Adult
3 Services intends to award a single grant to a private,
4 non-profit agency for the purpose of providing respite
5 care services to individuals with functional
6 disabilities in region -- the central region of
7 Maryland, and that central region consists of Baltimore
8 City, Anne Arundel, Baltimore, Carol, Howard, and
9 Hartford counties.

10 Respite care -- excuse me -- respite care is
11 providing at planned intervals at a time of crisis or
12 on an as-needed basis. The services will be performed
13 in or out of the customer's home by qualified care
14 workers in order to relieve the family or informal
15 caregiver. This temporary care for adults or for fully
16 adults or child with a functional disability, provides
17 rest and renewal for the family while contributing to
18 maintaining the individual in the community and
19 enabling the individual to live in a family or
20 family-like environment or assisting individuals in
21 achieving a greater level of independence.

1 The grant will be awarded for a period of
2 four years and six months beginning on or about January
3 1st, 2014 and ending on or about June 30th, 2018.

4 Applicants must submit a simple proposal that
5 provides services for all counties listed, as I gave
6 you the names of the counties.

7 Section 1.2 procurement officer and Section
8 1.4, electronic grant authorization. So I will be the
9 procurement officer as you see and the sole contact for
10 purposes of this RFGP. My contact information can be
11 found in Section 1.2 of this RFGP.

12 Section 1.4 covers -- excuse me -- Section
13 1.4 covers the DHR's Procurement Division policies
14 regarding electronic transactions related to this RFGP.
15 This section explains what exchanges are electronic
16 communications are prohibited and which ones are
17 allowed.

18 Section 1.5, questions and inquiries. Any
19 question and inquiry received subsequent to this
20 proposal conference shall be submitted in a timely
21 manner to the procurement officer. We will try to

1 answer as many questions as possible once we have
2 researched the response and as time allows. All
3 question responses, as well as amendments to the RFGP,
4 will be issued and posted on the DHR website and
5 distributed to all vendors who are known to have
6 received this RFGP.

7 Section 1.6, closing date. The closing date
8 and time of receipt of all proposals is October 11th,
9 2013, at 2:00 p.m. I must receive an original and three
10 copies of the technical proposal and the financial
11 proposal by this time -- by this date and time in order
12 for the proposal to be considered.

13 Oral, electronic mail or facsimile proposals
14 will not be accepted. Proposals received after the
15 date and time will not be accepted.

16 Section 1.7, new offer statement. Applicants
17 not responding to this solicitation are requested to
18 complete and submit a notice to abdicate grantee form
19 that includes the organization, information and the
20 reason for not responding.

21 Now, why would you not want to respond, okay.

1 It could be, i.e., too busy, can't meet the
2 requirements, et cetera. This form is located
3 immediately after the key information summary section.

4 Section 1.9, State Project Manager. The
5 State Project Manager for the grants resulting from
6 this RFGP will be Ms. Kathleen P. Ward, program
7 specialist. After a grant award, Ms. Ward will serve
8 as the primary contact for the grantee in regards to
9 the grants resulting from this RFGP; however, certain
10 grant-related actions, the procurement officer may
11 grant with the grantees.

12 As I said earlier, she will explain
13 everything in regards to Section 3 of the RFGP.

14 Section 2.14, corporate registration. It
15 states that all corporations doing business in the
16 state of Maryland are required to register with the
17 State's Department of Assessments and Taxations, the
18 Comptroller's Office, as well as the Department of
19 Labor and Licensing and Regulations and must be a
20 resident agent. It is strongly recommended that you
21 register by the due date for receipt of the proposals.

1 Failure to do so may result in an otherwise successful
2 proposal being deemed unacceptable. Applicants should
3 also make certain that all tax and State obligations
4 have been met.

5 Sections 2.24 and 2.25, minority business
6 enterprises. No MBE subcontracted goal has been
7 established for this grant; however, minority
8 businesses are encouraged to this station.

9 And now we want to move on to Section 3,
10 solicitations, and I'm going to give the podium to Ms.
11 Kathleen Ward.

12 A little round of applause. Let's make sure
13 that everybody is alive here. Very good. Very good.

14 MS. WARD: Thank you, all. My pleasure.

15 I want to thank everybody for coming. This
16 is -- this is the final leg of getting this grant
17 together for the State and we're very pleased to have
18 you here. We are very much interested in getting this
19 awarded so we can start giving folks the care that they
20 need.

21 You all have a pretty good idea of what the

1 respite program is about. I'll go into some details,
2 but I just want to tell everybody that this is a
3 program that's very near and dear to our hearts and
4 we're very happy that we have this program here because
5 we think that we really do good work for folks who need
6 a break from that daily care that they give to someone
7 who has a disability or someone who is aging in their
8 family, and this program gives them some time to
9 themselves, in some way, that they so deserve.

10 It's often said that if you are not a
11 caregiver at some point in your life, you will be given
12 care by a caregiver, so it's going to touch all of us
13 at some point and it's an extremely difficult job.

14 We don't have a lot of money in the State.
15 It isn't a huge program as you are all probably aware,
16 but it does give some help and assistance in a small
17 way and it's very consumer-directed, so folks can
18 really determine how they want to spend the small
19 amount of money that they would be receiving from this
20 program. And whoever is selected to administer this
21 portion of the program will be an advocate, I'm sure,

1 for folks in the community and will be able to
2 participate in a consumer-directed program that is so
3 helpful, even if it's not a big program.

4 So I'm pleased to have you here and I hope
5 that you have -- and whoever is selected, benefits from
6 this program as much as we will benefit from your
7 assistance in delivering these services because they
8 certainly are needed by folks who have very difficult
9 jobs of taking care of loved ones and need a little bit
10 of a break from that routine.

11 I'm going to go over Section 3 with you and
12 hopefully it's going to be clear, and if it isn't, at
13 the end of the program, you can certainly ask me any
14 questions. Section 3, of course, it's a specifications
15 of the program and how we like to run it here at DHR.

16 Our services are delivered by three models.
17 The first model is a home-based model. That's when
18 respite is delivered to a person with a disability in
19 the person's home. The grantee assigns this person to
20 provide services.

21 There's also site-bid services which are

1 delivered at a site, like a day care center in the
2 community, an adult day care program, something like
3 that.

4 And then there's the respite grant portion of
5 the program and that's when we actually give the
6 stipend to the family who selects their own caregiver,
7 someone in the neighborhood, someone who might be a
8 relative of some sort, a friend, neighbor, someone who
9 knows the individual with the disability and can give
10 them some care or they may actually use that stipend to
11 purchase day care or summer camp, adult day care, or
12 something like that.

13 That's the beauty of a consumer-driven
14 program. These folks can make these kinds of decisions
15 that fit into their family setting and their family
16 schedule.

17 There's two levels of care. Level one is
18 supervisory and personal care services and that can
19 include household and personal assistance, and services
20 like light housekeeping, chores service assistance with
21 meals, preparation, dressing, shopping, escort

1 services, recreational activities, those types of
2 things.

3 Level two is skilled care that's delivered by
4 a licensed health practitioner like a registered nurse
5 or a CNA. And that includes performing physical
6 assessments and monitoring vital signs, respiration, et
7 cetera, et cetera. Respite care services may not be
8 used to substitute for routine attended care.

9 Respite hours are on a daily basis up to 14
10 days. They cannot exceed 164 hours. That's the limit
11 on that.

12 Respite care is also delivered on an hourly
13 basis where in a 24-hour period, respite care can be
14 given for no less than ten hours if it's considered a
15 day, and any unused day of care can be converted into
16 hours, so we do try to make it as flexible as possible.

17 We are looking at the central region and that
18 includes Baltimore City, Anne Arundel County,
19 Baltimore, Carol, Howard, and Hartford Counties.

20 Remember, these are functional disabilities.
21 There are other services that are doing DV --

1 developmental disabilities. I don't want to use
2 acronyms because I'm never sure if people know what I'm
3 talking about and half the time I don't, so I'll try to
4 stay away from the acronyms. It is a large region, but
5 it is just functional disabilities for this grant.

6 There are a number of grantee requirements
7 and I'm going to go over them briefly. The grantees
8 will provide the respite care services to all eligible
9 clients who have a functional disability in the central
10 region. This will include such things as providing an
11 application for service, determining eligibility within
12 30 calendar days after receiving a completed
13 application, development and implementation of a
14 service plan, re-determination of eligibility, and
15 re-consideration of the service statements.

16 So we re-determine whether or not someone
17 continues to be eligible for their respite grant and we
18 also determine what kind of service they need. Those
19 are two things we take a look at, and termination of
20 services, as described in COMAR.

21 We also provide sufficient, qualified staff

1 to deliver respite care services. Any care workers
2 employed by the grantee shall have, at a minimum, a
3 CNA, and required by the Maryland -- that's required by
4 the Maryland Board of Nursing, if they are to perform
5 personal care tasks.

6 We want you to collaborate with our local
7 departments of social services in these areas because a
8 lot of our referrals will come through the local
9 departments and our local departments need to know who
10 is delivering those services and believe it or not,
11 sometimes individual workers and even individual units
12 in the local department do not know who to contact for
13 these services and we really want to make sure that
14 folks aren't turned away by social services because
15 someone didn't really understand who to contact and
16 what contact numbers to have.

17 So we would really like to make sure whoever
18 gets this grant that the local departments know who you
19 are and who to contact and that you are very user
20 friendly for our folks on the local level.

21 Development implementation of outreach

1 activities are designed to ensure that agencies and
2 organizations and individuals in these communities that
3 you will be working with will know about services. So
4 it's not just the local department that we're asking
5 you to reach out to, we're asking you to reach out to
6 the community so that people will know that you're
7 there and that you can help with this wonderful service
8 that you're going to be providing.

9 We want to establish a case record on each
10 eligible client and that includes the things that we
11 talked about, the application, the service plan, the
12 re-determination or re-consideration, records of
13 termination and disposition of a case, and records of
14 the service delivery.

15 We want you to maintain client contact
16 information. We will come out occasionally and do
17 audits to make sure that your records contain this kind
18 of information.

19 We want you to complete a client service
20 report and that client service report should be sent to
21 me on a monthly basis and we like to have those client

1 service reports around the 15th of the month.

2 Upon written request from the State Project
3 Manager, that's me, we want you to make accounts and
4 records available, because as I said, occasionally, we
5 will drive out to all the hinterlands and check on our
6 grantees to make sure that their records are in order
7 and sometimes it's a challenge and most of the times it
8 works out very well.

9 Within 30 calendar days prior to grant
10 termination, we want you to participate in an exit
11 conference with me to review and discuss the return
12 client information to our agency. The State Project
13 Manager, that's me, will negotiate a due date with the
14 grantee for a return of all this information and it
15 includes all the things that we talked about before.

16 To ensure that respite care services are
17 delivered in a geographic area, just make sure that you
18 go over that, so that you know what the geographic area
19 is.

20 Contract monitoring is probably very
21 important to me since that's the main focus of my job

1 is to make sure that folks are doing what they say they
2 are doing. We need you to comply with our requests.
3 We don't make many requests from this office, but we
4 really do need to have some cooperation in due dates
5 and when things are due to us.

6 Also, we would ask you to allow the State
7 project manager to complete scheduled and unscheduled
8 visits. I've never had an unscheduled visit, but I
9 retain the right to have one if I ever need one. So we
10 just want you to be sure that you know that that's a
11 potential thing that could happen.

12 We have requested that our agencies develop a
13 problem escalation procedure that you prepare for
14 routine and emergency situations. We really need to
15 know who the players are, what the chain of command is,
16 who handles problems as they come up, what your plan
17 for handling issues or problems would be as they come
18 up. That's essentially what this is covering.

19 Grant reporting information, the monthly
20 invoices are due the 15th of the month. If you want to
21 be paid on time, you have to get the invoices to me on

1 time and I will do my part to push them through and
2 make sure that you get your money.

3 The client service reports are due -- I like
4 to have the client service reports electronically
5 because I cut and paste them into a spreadsheet and if
6 I get them in the mail then it's difficult to do that.
7 We scan them; it doesn't work. It's a problem. And
8 so -- and save trees -- we want to get our client
9 service reports electronically, if we can.
10 Unfortunately, the invoices have to come through the
11 mail, so we can only save half a tree, but that's okay;
12 every tree counts.

13 Client certificates of insurance are due at
14 the -- each grant anniversary date including option
15 periods. Grantee project manager, that's me, the
16 grantee, shall identify an individual -- oh, I'm
17 sorry -- the grantee project manager is the grantee's
18 project manager; that's the individual who will be
19 identified to me as my contact. That's the person I
20 will call, make arrangements to do audits. That's the
21 person who I generally talk to, to ask questions.

1 That's the person I generally get e-mails from and
2 e-mail back to. I need to know who that person is and
3 it would be good if it's consistently the same person.

4 And then there's a post-award orientation
5 conference within two weeks prior to the grant's start
6 date with the DHR director, grants manager, monitor,
7 the grantee, or the grantee project manager and any
8 other DHR or grantee staff deemed appropriate. They
9 shall attend the post-award orientation conference.
10 And that pretty much handles Section 3.

11 So shall I turn that back over to you at this
12 point?

13 MR. FLEMING: Yes, you may.

14 MS. WARD: Okay.

15 MR. FLEMING: Thank you very much.

16 But she just left this at the podium and
17 nobody is doing anything. No clapping, no nothing?

18 Come on, now.

19 (Applause)

20 All right. We're going to move right along
21 to Section 4, requirements for proposal preparation.

1 This section covers the documents that will be required
2 in submitting -- in submission of your proposal. Your
3 proposal should contain two volumes, a technical volume
4 and a financial volume. You should submit an original
5 to be so identified and three copies of your proposal.

6 Please be sure that your proposal is labeled
7 accordingly to the guidelines in Section 1.4. Please
8 refer to that section when you are putting your
9 packages together.

10 Accompanying the technical proposal should be
11 a transmittal letter on the company letterhead. It
12 should contain the title of your company, the title of
13 the solicitation, your federal ID number or Social
14 Security Number, and should be signed by an individual
15 who was authorized to bind the company to the
16 information in this -- in the proposal. If you are
17 registered on eMaryland Marketplace, please include
18 your identification number as well.

19 Section 2.4, that is the technical proposal.
20 It specifies which sections to be included in your
21 technical proposal. Please go to that section of the

1 RFGP and review that there.

2 Section 4.2(1) are the forms. Include in the
3 original -- included in the original volume only, one
4 original of the following forms: the bid proposal
5 affidavit, attachment b and the certification regarding
6 lobbying, attachment e, and lastly, attachment B-1
7 provides instructions for completing the bid proposal
8 affidavit. All three forms -- all three of these
9 attachments are located at the DHR website and I also
10 have some at the back table too.

11 Section 5, evaluation procedures. It covers
12 DHR evaluation procedures. An evaluation committee
13 will be established by DHR to evaluate the
14 responsive -- responsible proposals that have been
15 reviewed by the closing deadline. Technical proposals
16 will be ranked accordingly to the major criteria listed
17 in descending order of importance in Section 5.4

18 I'll -- you can go ahead and do that. I
19 don't -- I'll read them off. The criteria is the
20 proposed services, qualifications, understanding of the
21 problem, key personnel, references, other State of

1 Maryland grants, contracts, financial responsibility,
2 and civility. And again, if you just review Section 4,
3 it goes into full detail.

4 Any proposal found not susceptible -- not
5 found not to be reasonably susceptible for an award
6 will be dropped from this further consideration and
7 your financial volume will be returned to you unopened.

8 During the evaluation process, it's necessary
9 that the committee may request clarifications. Any
10 information -- for any information in your proposal; in
11 addition, applicants who submit proposals -- I'm
12 sorry -- in addition, applicants who submit proposals
13 in response to this RFGP may be required to make an
14 oral presentation of their proposal to the evaluation
15 committee on possibly short notice

16 Section 5.5, evaluation -- form financial
17 evaluation. A separate price for volume four of each
18 qualifying proposal will be distributed to the
19 evaluation committee for all proposals deemed
20 responsible, being reasonably susceptible of being
21 selected for an award following the completion of the

1 technical evaluation.

2 The committee will be determining the grand
3 total price for each proposal, in order to establish a
4 financial ranking of the proposals from lowest to
5 highest ranked on the price.

6 Section 5.7, filing the evaluation and
7 recommendation for an award. After the entire
8 evaluation process has been completed, a recommendation
9 for an award will be made based on which proposal
10 represents the best value to the State considering
11 technical evaluation factors and pricing factors.
12 Technical factors will be given greater weight than the
13 price factors.

14 Now, I would like to open the floor for any
15 questions. Anybody, questions, concerns?

16 MS. WEAIVING: Disability, functional
17 disability includes aging?

18 MS. WARD: Yes.

19 MS. WEAIVING: Any kind of -- anything that's
20 a disability, pretty much?

21 MS. WARD: Yes, any kind of functional

1 disability, but you do have -- the client and the
2 provider do have to provide information that says the
3 person is disabled.

4 MS. WEAIVING: Gotcha.

5 MS. WARD: So it wouldn't have to be your
6 decision. You wouldn't have to be the one to declare
7 this person disabled. They do have to provide some
8 type of assurance that the person has a disability and
9 that can be aging.

10 MS. WEAIVING: The family-identified worker --
11 if the family decides that they would just like to get
12 the money and just go find their own worker, that
13 person who they then find is not going to be a CNA?

14 MS. WARD: That's correct.

15 Now, if the person is --

16 MS. WEAIVING: It could be any community
17 member.

18 MS. WARD: Now, if it's someone who is --
19 now, if the grantee is providing skilled, personal
20 care, then that has to be a healthcare professional.

21 MS. WEAIVING: Okay.

1 MR. FLEMING: I'm sorry, I -- when you're
2 asking a question, please identify what company you're
3 representing. Give your name and the company that
4 you're representing.

5 MS. WEAIVING: Okay. Betsy Weaving, Abilities
6 Network.

7 MR. FLEMING: Thank you.
8 Any other questions?

9 MS. McCLARIN: Lavisha McClarin, Easter
10 Seals.

11 Do you have an estimated percentage on the
12 distribution of ages on the population that the grantee
13 would be serving in this program?

14 MS. WARD: Well, we do, but I don't have that
15 with me, and it would take some -- it would require
16 math.

17 But what we do as part of our monthly client
18 service report, we ask for the age distribution of the
19 people that we are serving. So, yes, I can get that
20 for you if you'd like me to do that.

21 MS. McCLARIN: That would be helpful.

1 MS. WEAIVING: Betsy Weaving, Abilities
2 Network.

3 The money can be used for children, you said
4 in camps, anything where a respite-type service evolves
5 as a result of attending an outside kind of
6 organized...

7 MS. WARD: Well, the respite money for
8 children would be for children with developmental
9 disabilities. The respite program traditionally has
10 not funded services to children for functional
11 disabilities, so we're looking at adults with this --
12 with this grant.

13 Now, adults can go to camps and adult day
14 care centers, too. So, yes, it would be able to be
15 used for something like that for adults.

16 MS. WEAIVING: I'm sorry, so this is not meant
17 for children?

18 MS. WARD: This is not meant for children,
19 not functional disabilities -- meant for adults.

20 We have a grant already that is serving
21 children with disabilities as covering the central

1 region.

2 MS. WEAIVING: Thank you.

3 MR. FLEMING: Any other questions? This is
4 your time.

5 MS. KAISER: Yes, Barbara Kaiser from Easter
6 Seals.

7 When would you expect the turnaround to be
8 when you let us know who was awarded the grant?

9 MR. FLEMING: Well, see, the closing date is
10 on the 11th of October. We'll have to go through the
11 process of evaluating. The start date for the new
12 contract is January 1st, so somewhere around that time
13 frame we'll be able to give you that information.

14 MS. KAISER: Okay.

15 MR. FLEMING: You'll know prior to the actual
16 start date, okay?

17 MS. KAISER: Okay.

18 MR. FLEMING: Any other questions?

19 MS. McCLARIN: Lavisha McClarin, Easter
20 Seals.

21 So in the breakdown for the number of hours,

1 for the 1500, is that for just the first six months?
2 Is that for the entire year? Will the hours change for
3 the year-term versus the six-month term?

4 MS. WARD: I'm -- I'm sorry, I'm not
5 following you. Did you say 1500 hours?

6 MS. McCLARIN: Yes.

7 MS. WARD: It's 164 hours in the service
8 period. That's it.

9 MS. McCLARIN: For the levels --

10 MS. KAISER: For the different levels, the
11 total hours.

12 MS. WARD: Okay.

13 MS. McCLARIN: I think that's in Section 3.

14 MS. WARD: Oh, okay.

15 MS. McCLARIN: Yeah, the total hours.

16 MS. WARD: I see what you're saying.

17 MS. McCLARIN: That's, you know, six months
18 and four years. Our question was, is the 1500 -- I'm
19 sorry -- 15,000 hours for the first six months or is
20 that the entire year term, as far as total hours, or is
21 it going to increase for the entire-year term?

1 MS. WARD: Yeah, actually, I'm not sure where
2 that 1500 came from.

3 MS. McCLARIN: Yeah, I misspoke; it's 15,000.

4 MS. WARD: That's right, 15,000. I'm looking
5 at it and thinking 1500.

6 MS. KAISER: It's the same thing we did.

7 MS. WARD: I'm not exactly sure where that
8 came from. I would have to research that for you to
9 tell you the truth, if that was 1500 for six months or
10 15,000 for the whole year.

11 MS. McCLARIN: Right. Because that makes a
12 difference.

13 MS. WARD: Yeah, it would make a big
14 difference.

15 MS. McCLARIN: Yes, it would.

16 MS. WARD: Yeah. Let's get back to you on
17 that.

18 MS. McCLARIN: Okay.

19 MS. WEAIVING: Betsy Weaving, Abilities
20 Network.

21 Yeah, I had similar questions to the chart; I

1 was thrown off by it.

2 The other thing I needed to know was, is this
3 to imply that there would only be a certain number of
4 hours permitted for level one and a certain number of
5 hours in total permitted from the level two?

6 MS. WARD: Well, it's 164 hours period, for
7 both levels; it would include both levels.

8 MS. WEAVING: And so you could use as much of
9 that, up to 164 --

10 MS. WARD: Exactly.

11 MS. WEAVING: -- of either one as you choose.

12 MS. WARD: Yes, that's correct.

13 MS. WEAVING: So I guess I'm confused by
14 that.

15 MS. KAISER: Brooke Kaiser, Easter Seals.

16 At what age do you consider an adult?

17 MS. WARD: Eighteen.

18 MS. KAISER: Eighteen, okay.

19 MR. FLEMING: Any other questions, concerns?

20 No, none? Okay. As I said before, the
21 closing date for this RFGP is October 11th, 2013, at

1 2:00 p.m. One minute after, I cannot accept your bid --
2 your proposal, I'm sorry -- so please be on time.

3 (Laughter)

4 Okay. I want to thank everyone -- yes?

5 MS. SINGLETON: Elsa Singleton, DHR
6 Procurement Division.

7 I just want to let everyone know that they
8 can still send questions by e-mail if they think of
9 something when they go home.

10 MR. FLEMING: Right. So -- yeah, the
11 questions will still be allowed to come in after you
12 leave, so e-mail them to me. If you'd like my e-mail
13 information, it is on the RFGP, so I'll be your point
14 of contact for that, okay.

15 So with that, any other questions?

16 Okay. I want to thank everyone for attending
17 and today that will conclude our pre-proposal
18 conference.

19 Thank you very much.

20 MS. WARD: Yeah.

21 MR. FLEMING: And good luck to everyone.

1 (Applause)
2 Very good. See, keep it up.
3 (Whereupon, at 10:35 a.m., the meeting was
4 adjourned.)

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CERTIFICATE OF NOTARY

I, DAVID RITCHEY, the officer before whom the foregoing testimony was taken, do hereby certify that the witness whose testimony appears in the foregoing transcript was duly sworn by me; that the testimony of said witness was taken by me by stenomask means and thereafter reduced to typewriting by me or under my direction; that said testimony is a true record of the testimony given by said witness; that I am neither counsel for, related to, nor employed by any of the parties to the action in which this testimony is taken; and, further, 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.

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