



**RFP#DBI 1-2011
PERMIT AND PROJECT TRACKING SYSTEM**

PRE-PROPOSAL CONFERENCE
1:00 pm, Wednesday, January 26, 2011
1660 Mission, Room 2001

AGENDA

- 1. Welcome/Introductions**
- 2. Conference Overview (Pamela Levin)**
- 3. Overview of RFP: sfdbi.org/index.aspx?page=525**
 - A. Project Background, Scope of Work, Schedule and Evaluation (Pamela Levin)
 - B. HRC Requirements including Subcontracting Goals (Alaric Degrafinried)
 - C. RFP Attachments (Pamela Levin)
- 4. Q&A**
 - A. Q&A as of January 26, 2011
 - B. Break for Proposers to Prepare Additional Questions in Writing
 - C. Additional Q&A
- 5. Networking Opportunity**

FORMAT OF QUESTIONS:

Questions must be submitted in writing at the conference. Please write legibly and identify your firm's name and contact details. Questions may be reviewed in section 4.C. of the agenda.

The questions and answers related to this RFP will be summarized and posted on the Department of Building Inspection's website no later than Monday, February 14th by 5:00 pm PST.

CONTACTS:

RFP and Vendor Compliance – Pamela Levin, (415) 558-6239; Pamela.Levin@sfgov.org

HRC Subcontracting Requirements – Alaric Degrafinried (415) 252-2530;

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PROPOSALS ARE DUE ON 3/2/2011 AT 2:00 PM PST