



PRE-PROPOSAL CONFERENCE AGENDA

RFP S19170 SR 237 / Middlefield Road Interchange Improvement

3331 North First Street, Bldg B, Room B106
San Jose, CA 95131
November 6, 2019 at 11:00 a.m.

I. WELCOME/INSTRUCTIONS

Erron Alvey, Contracts Administrator

- **RFP Schedule**

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ACTIVITY	DATE/TIME
Issue RFP	October 25, 2019
Pre-Proposal Conference	November 6, 2019 at 11:00 AM
Deadline to Submit Questions	November 8, 2019 at 4:00 p.m.
Deadline to Submit Proposal	November 26, 2019 at 4:00 p.m.
Interviews	December 18, 2019

- **Administrative Submittals (submit all forms)**

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- **Exceptions to the Contract, Form 3**

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- All exceptions to the Contract terms and conditions must be stated on this form and submitted with the Proposal.
- Only those exceptions submitted as part of the Proposal shall be considered during negotiations.

II. SBE/DBE Policy

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Olga Medina, Office of Business Diversity Programs

III. PROJECT OVERVIEW/SCOPE OF SERVICES

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Jason Nesdaahl

IV. QUESTIONS & ANSWERS

All questions asked at the Pre-Proposal Conference are informal. Please send any questions you feel are important in writing to VTA by 4:00 p.m. on November 8, 2019 by email to the Contract Administrator: erron.alvey@vta.org.