

JUDICIARY OF GUAM

REQUEST FOR PROPOSALS

NO. RFP 10 – 02

To Furnish, Deliver and Install Court-Related  
Management Information Systems  
for the Judiciary of Guam

Pre-Proposal Conference Meeting Minutes

August 18, 2010

The pre-proposal conference was held via teleconference at 9 A.M. on August 13. The conference was facilitated by Mr. Paul Zeigler, National Center for State Courts.

Agencies/Companies with representatives attending were:

- Guam Judiciary
- National Center for State Courts
- Companies that have filed an intent to bid, including:
  - Amicus Group
  - Aptitude Solutions
  - Bridgepoint Consulting
  - Crystal Management
  - H-P Enterprise
  - Ignify
  - Infocom Systems Services
  - LT Court Tech LLC
  - New Dawn Technologies
  - Schafer Consulting
  - Sustain Technologies
- Other companies that are interested in teaming with prime offerors

Mr. Zeigler opened the conference with introductions, then he provided an overview of the RFP that addressed:

- Scope and Objectives
- Schedule
- Submission Requirements

He mentioned that the project schedule has changed slightly, as a second round of questions has been added to the schedule (See Clarification #1).

Mr. Zeigler proceeded to review some of the questions and clarifications provided in Clarification #1, which was posted to the procurement web site on August 12. He focused on questions/clarifications that affected the logistics or scope of the RFP.

Mr. Zeigler asked if there were any additional questions regarding the RFP or the procurement in general. Two questions were asked:

1. Question: Are there any restrictions on where the work is performed?

Answer: No.

2. Question: Will there be another teleconference to address questions?

Answer: No. Questions are to be submitted via e-mail and clarifications will be posted to the procurement web site.

A representative of the Guam Judiciary encouraged potential offerors to consider, as they plan their hardcopy proposal deliveries, that there is no overnight delivery service to Guam and that Guam is 14 hours ahead of Eastern Daylight Time.

The meeting was adjourned.