



PRE-BIDDERS CONFERENCE

DC Courts DB Services

DCSC-25-RFP-071

District of Columbia Superior Court
Capital Projects and Facilities Management Division (CPFMD)
500 Indiana Avenue N.W,
4th Floor Room 4635
Washington, D.C. 20001

**Tuesday, June 9, 2025
9:00 A.M.**

AGENDA

1. Greeting
 - a. Introductions.
 - b. Request all attendees introduce themselves.
2. Contract Administration
 - a. Refer all official correspondence to Ken Evans, Senior Contract Specialist.
 - b. Closely review all Solicitation files (Solicitation and Attachments).
 - c. Solicitation Section K – Instruction, Conditions and Notices to Offeror's (Bid Proposal Information).
 - d. Solicitation Section K.2 – Bid Evaluation Factors
3. Procurement Schedule
 - a. Questions due Wednesday, 18 June 2025 at 5:00 pm.
 - b. Proposal due Monday 7 July 2025 by 3:00 pm.
 - c. Award and or Best and Final Proposal Request on or around September 4, 2025.
4. Overview
 - a. Capital Project and Facilities Management Division overview
5. Key Bid Action Items / Deliverables
 - a. 6 Total Bid Proposal Copies (1 original / 5 copies).
6. Questions?

7. Meeting Adjourned.