



## **Ground Transportation Management System (GTMS)**

### Agenda

Pre-Proposal Conference – Contract #8841

November 10, 1009

- I.) Introduction
  - a. SFO Team
  - b. Attendees
  - c. House-Keeping Rules
    - i. Provide Business Card for Listing on Attendance Sheet
    - ii. Proposal due date for proposals is **January 7, 2010 at 3pm (PST)**
    - iii. Updates: You are responsible for any and all updates to the proposal. They will be provided on the website up until the deadline. Check it regularly. Today's attendance sheet and minutes will be included on this site.
  - d. Proposal Online Link:  
<http://mission.sfgov.org/OCABidPublication/BidDetail.aspx?K=2859>
  - e. Any questions should be provided in writing at [SFO.GTMS@FLYSFO.COM](mailto:SFO.GTMS@FLYSFO.COM)
  - f. Form of Agreement – AIR-500
  - g. Objective of Pre-Proposal Meeting
    - i. Review the proposal (section-by-section)
    - ii. Accept questions (may not all be answered today)
- II.) Project Overview
- III.) Questions
- IV.) Conclusion
- V.) Brief Tour