



*Wes Moore, Governor*  
*Aruna Miller, Lt. Governor*  
*Josh Kurtz, Secretary*  
*David Goshorn, Deputy Secretary*

**VIRTUAL PRE-BID CONFERENCE  
SUMMARY April 29<sup>th</sup>, 2026, 11:00 AM  
Project No. EC25-09062-91 BPM#055464**

**Project Title: Razing Stage and Replacing Pavilion Roof (St. Clements Island)**

Ladies/Gentlemen:

The Department of Natural Resources conducted a virtual Pre-Bid Conference for the Razing Stage and Replacing Pavilion Roof located on St. Clements Island, St. Mary's County, MD on April 29, 2026. An attendance list with the names of attendees has been distributed along with this Summary.

This Summary is being issued to document the Pre-Bid Conference. The Procurement Officer, Jacquelyn Truffer, convened the conference at 11:01 AM. State personnel present introduced themselves.

Ms. Truffer reviewed the following sections of the IFB:

- Review of the Key Information Summary Sheet and Minimum Qualifications
- Review of SBR, MBE, and VSBE Program requirements for this solicitation. It was noted that there are no MBE or VSBE goals for this solicitation.

Ms. Truffer opened the floor to questions with the caveat that formal answers to questions would be provided if the questions were submitted in writing, preferably by e-mail.

Benjamin Degenhard reviewed the project Scope of Work. Questions were raised regarding issues related to the Scope of Work.

During the conference, the following point was emphasized:

- Follow-up questions and comments by prospective vendors are encouraged to be submitted by Monday, May 4, 2026 by 4:00 PM EST.

The attendees were reminded that responses given verbally and other general discussions were provided to help give a better understanding of the State's requirements. Ms. Truffer further reiterated that any question asked and answered at the conference should be submitted formally, to her, by e-mail if the questioner wanted a coordinated, official response. The conference was concluded at 11:20 AM.

Date Issued: April 30, 2026

By: jacquelyn truffer

Jacquelyn Truffer

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