

RFQ #HSBP-05-007

Program Management Support for Modernization Program

Oral Presentation/Interview Agenda

Not to Exceed 150 Minutes Total

1. Introductions and Company Experience (not to exceed 20 minutes)
(Company to provide own equipment if needed)
2. Question and Answer Period (not to exceed 60 minutes).
(Company may caucus in or out of the room for each question)
3. Scenario response development (not to exceed 45 minutes)
(The government will provide the scenario(s) to the company and leave the room. Return the scenario(s) to the Contracting Officer prior to departure.)
4. Scenario(s) response presentation (not to exceed 20 minutes)
5. Final Remarks/Conclusion by company (not to exceed 5 minutes)
(Optional)

Location: To be announced. (please arrive no earlier than 15 minutes before start)

Administration: Upon arrival, provide the contracting officer with four (4) copies of the company's presentation.

Time Management

- The company is responsible for time management.
- Time left from one area does not become available for another area.

Q&A Period Procedures

- The questions will not be provided to the company in advance.
- The Contracting Officer will read each question.
- The company's proposed Executive Program Manager shall provide the answers.
- The company shall not have an opportunity to ask questions except to clarify the government's question.
- There may be some **follow-up questions/clarifications** from the government.

NOTE: In the interest of all parties, you are requested to turn off all pagers, beepers, cell phones, etc. or place them on "vibrate" during this Oral Presentation/Interview.