

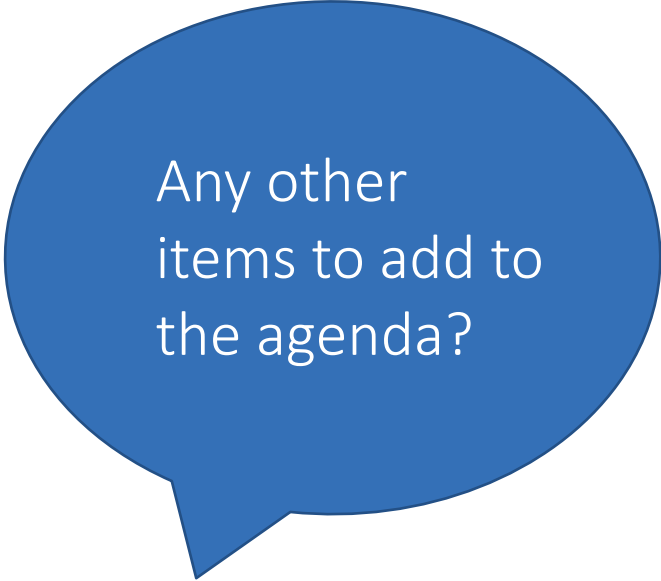


# Welcome

Mascot Development Workgroup  
July 3, 2023 (Meeting 7)

# Agenda

1. Welcome
2. Updated RFP Schedule
3. Next Steps



Any other  
items to add to  
the agenda?

# Meeting Participants

- *Italicized members were not able to attend.*


- Marc Acuna
- Cesar Alvarado
- Christian Alvarado
- Sandra Bollier
- Jill Dolan
- Marisa Fierro
- Joe Jennum
- Lee Jones
- John Lewallen
- Danielle Diaz
- Marc Ruh
- Lily Rzonca
- Andrea Sims
- April Tellez
- **Special Guests:**  
Cynthia Orr, notes  
Angelic Davis, purchasing  
Ana Cisneros, purchasing  
Connie Madarang, purchasing  
Tiffany Chen, purchasing



# Expectations

- Share your honest opinions
- One person speaks at a time
  - Raise your hand via "Reactions" or use Chat
- Debate the idea, not the person
- Be informed and involved throughout the process

# Updated Schedule: MARK YOUR CALENDARS

- **Advertising dates:** Friday, June 23 and Thursday, June 29
  - **Pre-Bid Meeting:** Wednesday, July 5 (Purchasing will send an invitation)
  - **RFI (Vendor's Request for Information) deadline:** Monday, July 10
  - **Proposals due:** Monday, July 24
  - **Release proposals/meeting to review evaluation steps/interview questions:** July 26 (Purchasing will send invite)
  - **Evaluations due and compilation meeting:** Monday, August 7 (Purchasing will send invite)
  - **Interview final groups:** Monday, August 14 (Purchasing will send invite)
  - **Final Selection meeting:** Monday, August 14 (Purchasing will send invite)
  - **Board Item submitted:** no later than August 21 (by Purchasing), or Aug 31 (by Marketing)
  - **Board Approval:** September 13
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# Key Dates for Committee

- **Begin to review materials:** Wednesday, July 26
  - **Evaluations due and compilation meeting:** Monday, August 7
  - **Interviews and final selections:** Monday, August 14
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- **IMPORTANT NOTE:** We are going to CANCEL the other recurring Mascot Meetings in your calendar.



# Next Steps

NEW REGULAR MEETING LINK: <https://mtsac-edu.zoom.us/j/9092745448>

Meeting ID: 909-274-5448 | Phone dial in at +1-669-444-9171

- Mark your calendars
- Purchasing sends invitations to the upcoming meetings
- Volunteers to help with (1) drafting RFP answers and (2) reference checks should let Yen and Cynthia know, so calendars are coordinated.
  - So far Lee and Jill have volunteered

