# RECORD OF ATTENDANCE

**Solicitation/Contract No.** VA245-17-Q-0086 **DATE:**3/8/2017 **TIME:** 11:00am

**Project Titles:** Pharmacy Intrusion

- ☐ Training
- ☐ Negotiation Conference
- ☒ Pre-proposal/Pre-bid site visit
- ☐ Pre-proposal/Pre-bid conference
- ☐ Progress Meeting
- ☐ Source Selection Evaluation Meeting
- ☐ Bid Opening
- ☐ Pre-performance Conference
- ☐ Business Strategy Panel
- ☐ Pre-Final Inspection
- ☐ Final Inspection
- ☐ Other:

**Please annotate next to your name the letters (P) for prime contractor or (S) for subcontractor to differentiate your role for the purpose of this meeting.**

| NAME | ORGANIZATION | PHONE NUMBER/EMAIL |
|---|---|---|
| Alison Klein | VA | 3046233461 x443 alison.klein@va.gov |
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**COMMENTS:**