

Jet Propulsion Laboratory
California Institute of Technology

4800 Oak Grove Drive
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Date: October 30, 2012

Attention: Interested Parties

Subject: Information Technology Infrastructure Services and Support (ITISS) Procurement

The Jet Propulsion Laboratory (JPL) will be hosting a briefing for interested parties for the Information Technology Infrastructure Services and Support (ITISS) procurement, on Monday, November, 12, 2012 from 9:00 AM to 11:30 AM Pacific Time at JPL. Attendees should plan to arrive thirty (30) minutes early to ensure everyone can sign in and get seated. It is requested that attendance be limited to no more than three individuals per organization.

The event will be held at JPL, located at 4800 Oak Grove Dr., Pasadena, California 91109 in the Von Karman Auditorium. The Auditorium is located next to the Visitor Center and attendees will have direct access from the outside and thus will not require visitor badging.

The event will include an overview of the OCIO's function and the support that is offered to the Laboratory, as well as discussion from the technical leads in each of the main areas of support. JPL will respond to questions that have been posed thus far in the Q&A portion of the session, and will allow for additional questions to be addressed. JPL will attempt to address as many questions as possible at this event but may not be able to answer all questions at this time due to the early stage in the procurement process.

If you are planning to attend this event, as a courtesy, please notify the undersigned with guest name(s), company, and position within the company. If you are not able to attend, the presentation slides, as well as the Q&A, will be posted on the webpage for all interested parties. Please feel free to send any questions regarding this event to the undersigned.

Sincerely,

Joel Esparza
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