



# Leon County

## Board of County Commissioners

301 South Monroe Street, Tallahassee, Florida 32301  
(850) 606-5302 www.leoncountyfl.gov

Purchasing Division  
2284 Miccosukee Road  
Tallahassee, Florida 32308  
(850) 606-1600

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County Administrator

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County Attorney

February 25, 2010

RE: Northeast Branch Library Addition, Bid No: BC-03-11-10-19  
Opening Date: Thursday, March 11, 2010 at 2:00 PM

### BID INFORMATION - SITE TOUR

Dear Contractor:

This letter is to give you notice of a site tour scheduled for Monday, March 1, 2010 at 2:00 PM at the Northeast Branch Library, 5513 Thomasville Road, Tallahassee, Florida.

This site tour is optional and is the only time that the facility will available to view the site while the Branch is closed to the public. Contractors and sub-contractors will have the opportunity to see parts of the facility not normally accessible to the public.

Should you have any questions, feel free to call me at (850) 606-1600.

Sincerely,

Keith M. Roberts  
Purchasing Director