

Board of County Commissioners

Notice of Evaluation Committee Meeting

Title: Request for Proposals for Background Check Services for Employees and Volunteers

Bid Number: BC-04-05-12-43 **Committee Chairperson:** To Be Determined

Committee Meeting Date and Time: Thursday, May 3, 2012 at 3:30 PM

Place of Meeting: Purchasing Bid Room, 1800-3 Blair Stone Road, Tallahassee, Florida 32308

Purpose Of Meeting: Initial meeting to distribute proposals received, review criteria and discuss next steps.

Meeting Minutes: The minutes of the meeting of the Evaluation Committee shall be promptly recorded, and such records shall be open to public inspection in the Purchasing Division Offices, 1800-3 Blair Stone Road, Tallahassee, Florida. However, any party may arrange for the proceedings to be stenographically recorded and shall bear the expense of such recording. It is requested that the Purchasing Division be given no less than 24 hours advance notice of stenographic recording in order that it be properly facilitated.

Special Accommodation: In accordance with Section 285.26, Florida Statutes, persons needing a special accommodation to participate in this proceeding should contact Christine Coble or Facilities Management, 301 South Monroe Street, Tallahassee, Florida 32303, by written request at least 48 hours prior to the proceeding. Telephone: (850) 606-5300 or (850) 606-5000; 1-800-955-8771 (TDD), or 1-800-955-8770 (Voice), via Florida Relay Service.

CERTIFICATION:

I certify that the above notice is true and correct and that no less than 72 hours notice is hereby being given.


Signature

Purchasing Director
Title

Wendi Sellers
Name Typed

April 26, 2012
Date