

# Board of County Commissioners

## Notice of Evaluation Committee Meeting

**ITN Title:** RFP for Drug Treatment Services for the Leon County Felony Drug Court

**Bid Number:** DBC-11-17-11-18 **Committee Chairperson:** TBD

**Committee Meeting Date and Time:** Tuesday, December 13, 2011 at 2:00PM

**Place of Meeting:** Leon County Courthouse, 301 S. Monroe Street, Suite 342 (3<sup>rd</sup> Floor Judges Conference Room), Tallahassee, FL 32301

**Purpose Of Meeting:** Initial evaluation committee meeting to distribute proposals to committee members 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

Wendi Sellers

Name Typed

\_\_\_\_\_  
Contract Administrator

Title

\_\_\_\_\_  
12/7/11 at 4:30PM

Date