

# Board of County Commissioners

## Notice of ITN Evaluation Committee Meeting

ITN Title: Invitation to Negotiate for Public Safety Center Complex Visualization and Collaboration System

Bid Number: BC-03-09-11-20 Committee Chairperson: Pat Curtis

Committee Meeting Date and Time: Wednesday, June 6, 2012 at 2:00 PM

Place of Meeting: MIS Conference Room, P-3 Level, Leon County Courthouse, 301 S. Monroe Street, Tallahassee, FL

Purpose Of Meeting: Review and discuss best and final offer from Audio Visual Innovations, Inc. Control Room

Group (AVI)

**Meeting Minutes:** The minutes of each public 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.

However, any portion of a meeting at which a negotiation with a vendor is conducted pursuant to a competitive solicitation, at which a vendor makes an oral presentation as part of a competitive solicitation, or at which a vendor answers questions as part of a competitive solicitation or any portion of a team meeting at which negotiation strategies are discussed is exempt from 286.011. A complete recording shall be made of any portion of an exempt meeting. No portion of the exempt meeting may be held off the record. The recordings are exempt from public records until such time as the County posts notice of an intended decision or until 30 days after opening of bids, proposal, or final replies, whichever is earlier.

**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. I further certify that all respondents to this solicitation have been noticed of this meeting by facsimile or telephonically.

Signature

Kim Dressel

Name Typed

Interim Purchasing Director

Title

June 1, 2012 11:15 AM

Date