

Board of County Commissioners

Notice of Evaluation Committee Meeting

Bid/RFP Title: Electronic Monitoring and Related Services

Bid Number: BC-03-18-14-23 **Committee Chairperson:** TBA

Committee Meeting Date and Time: March 20, 2014 at 10:00 AM

Place of Meeting: Purchasing Division, 1800-3 N. Blairstone Rd, Tallahassee, Florida 30308

Purpose Of Meeting: Initial evaluation team briefing, set committee rules, elect chairperson and secretary. Set the date & time of next team meeting.

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 Blairstone Rd, 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 and Contract Administrator

Title

Don Tobin, CPPB

February 27, 2014 at 10:00 AM

Name Typed

Date