

## City of Fort Lauderdale • Procurement Services Division 100 N. Andrews Avenue, 619 • Fort Lauderdale, Florida 33301 954-828-5933 Fax 954-828-5576 www.fortlauderdale.gov/purchasing

## **NOTICE OF MEETING**

## EVALUATION COMMITTEE MEETING RFP No. 12053-585 EMPLOYEE BENEFITS CONSULTANT

Opening date: 10/5/17

An Evaluation Committee meeting for review and possible short listing of proposers will be held on Thursday, October 26, 2017 at 3:00pm.

Location: City of Fort Lauderdale

100 North Andrews Avenue 7<sup>th</sup> Floor conference room Fort Lauderdale, Florida 33301

The purpose of this meeting is to review all proposals received in response to this solicitation, determine responsiveness and responsibility, and to evaluate and score each proposal based on criteria established in the Request for Proposal.

For comments or questions contact AnnDebra Diaz, Senior Procurement Specialist, at (954) 828-5949 or email: <a href="mailto:adiaz@fortlauderdale.gov">adiaz@fortlauderdale.gov</a>.

Posted 10/18/2017

Two or more City of Fort Lauderdale Commissioners or members of a Fort Lauderdale Advisory Board or Committee may be in attendance at this meeting.

If a person decides to appeal any decision made with respect to any matter considered at this public meeting or hearing, he/she will need to ensure that a verbatim record of the proceedings is made, which record includes the testimony and evidence upon which the appeal is to be based.

If you desire auxiliary services to assist in viewing or hearing the meeting or reading agendas and minutes for the meetings, please contact the City Clerk's Office at 954-828-5002 and arrangements will be made to provide these services to you.

