

Ron DeSantis, Governor

PUBLIC MEETING NOTICE AND AGENDA

State of Florida
 Department of Management Services

Invitation to Bid

Transportation of Vehicles and Equipment
 ITB No.: DMS-18/19-028

The Department of Management Services hereby provides notice of a Public Meeting for prospective bidders to submit questions for the Transportation of Vehicles and Equipment ITB.

The Public Meeting will be held at the following date, time and location:

Date	Time (ET)	Location
January 23, 2019	2:00 p.m.	4050 Esplanade Way, Conference Room 351 Tallahassee, Florida 32399 Conference Call Information: 1-888-585-9008 Conference Room Number: 820227614#

Meeting Agenda:

See Page 2 of the Notice for the full Agenda.

Note: Any changes to the schedule for this meeting will be posted on the Department's Vendor Bid System (VBS). It is the responsibility of anyone interested in the meeting to check the VBS for updates.

Pursuant to the provisions of the Americans with Disabilities Act, any person requiring a special accommodation due to a disability should contact the Department's Americans with Disabilities Act (ADA) Coordinator at (850) 488-0439. Requests for accommodation for meetings must be made at least five (5) business days prior to the meeting. A person who is hearing or speech impaired can contact the ADA Coordinator by using the Florida Relay Service at (800) 955-8771 (TDD).

ITB DMS-18/19-028
Transportation of Vehicles and Equipment
Non-Mandatory Pre-Bid Conference
January 23, 2019 at 2:00 PM ET

1. Welcome: Introductions

- Shannon Bagenholm – Procurement Officer

Please know that any questions addressed at today's meeting will be preliminary responses only and will not be considered binding. Please submit any questions you may have by the Q&A deadline.

- ALL questions must be submitted to the Procurement Officer listed in this ITB by **Tuesday, January 29, 2019 by 3:00 PM ET.**
- The Department anticipates posting answers to Bidder's question through a Q&A addendum in VBS by or on **February 12, 2019.**

2. General Information:

- Brief Description of Scope
- Term of awarded contract
- Bidder Responsive Requirements
- Basis of Award

3. Attachments:

- Download all Attachments in VBS
- Attachment A: Statement of Work
- Attachment B: Draft Contract
- Attachment C: Price Sheets 3 through 5

4. Submitting Your Proposal

- The Vendor Bid System is the official record.
- Deadline to submit your proposal and all required documents is **Monday, February 25, 2019 at 3:00 PM ET.**
- When applicable, submit the forms in the original format provided by the Department.

5. Comments or Questions?

- Procurement Officer: Shannon Bagenholm – DMS.Purchasing@dms.myflorida.com

6. Closing Remarks:

- Thank you for attending.