



**ST. JOHNS COUNTY, FL
BOARD OF COUNTY COMMISSIONERS
PURCHASING DIVISION**

500 San Sebastian View
St. Augustine, Florida 32084

EVALUATION MEETING AGENDA

**RFP 23-19;
TOURIST DESTINATION MARKETING SERVICES**

FRIDAY, JANUARY 27, 2023 AT 2:00 PM

**AVILES CONFERENCE ROOM
ST. JOHNS COUNTY ADMINISTRATION BUILDING
500 SAN SEBASTIAN VIEW
ST. AUGUSTINE, FL 32084**

The purpose of the meeting is to announce individual evaluator scores and the total score and ranking for all evaluated Proposals. Additionally, if a shortlist is provided for in the RFP, the determination of such shortlist shall be made at this meeting. If no shortlist is provided for in the RFP, the determination shall be made if additional presentations/interviews are needed, or if recommendation to award shall be made.

Meeting Agenda:

- Call meeting to order
- Public comment - Please limit speaking time to three minutes per speaker
- Instructions to Evaluators
- Official ranking/scoring
- Determination of Shortlist (if applicable)
- Determination of additional presentations/interviews (if applicable)
- Recommendation for Award (if applicable)
- Adjourn

If a person decides to appeal any decision made with respect to any matter considered at the meeting, he/she will need a record of the proceedings and for such purpose may need to ensure that a verbatim record of the proceedings is made, which such record includes the evidence upon which the appeal is made.

NOTICE TO PERSONS NEEDING SPECIAL ACCOMMODATIONS AND TO ALL HEARING IMPAIRED PERSONS: In accordance with the Americans with Disabilities Act, persons needing a special accommodation to participate in the proceedings should contact ADA Coordinator at (904) 209-0650 or visit St. Johns County Facilities Management, 2416 Dobbs Rd, St. Augustine, Florida 32086. For hearing impaired individuals: Telecommunication Device for the Deaf (TDD): Florida Relay Service: 1-800-955-8770, no later than 5 days prior to the date of the meeting.