



Miami Shores Village

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Village Manager

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NOTICE OF MEETING

**Evaluation Committee Meeting
Agent of Record for Employee Health and Benefits
RFP No. 2022-04-02**

Opening Date: April 21, 2022

An Evaluation Committee meeting will be held on May 3, 2021 starting at 11:00 a.m.

The purpose of this meeting is to hear presentations and have question and answer sessions with the short-listed firms. This portion of the meeting is expected to begin at 11:00 a.m. and end at 1:00 p.m. This portion of the meeting is closed to the general public.

After presentations and Q&A, the Evaluation Committee will re-score the proposals. The final ranking shall be based on the Committee's final evaluation following their interview of the selected firms.

Location: Miami Shores Village Hall
Council Chambers Conference Room
10050 NE 2nd Ave.
Miami Shores, FL 33138

For comments or questions contact Donna Rockfeld, Procurement Administrator at 305-762-4870 or email: RockfeldD@msvfl.gov.

If a person decides to appeal any decision made by the Village or Council with respect to any matter considered at such meeting, he or she will need a record of the proceedings, and that, for such purpose, he or she may 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 Village Clerk's Office at 305-762-4870 and arrangements will be made to provide these services to you.