INSTRUCTIONS TO RESPONDENTS

Attached is additional information pertaining to the Competitive Solicitation identified above. Please read this information carefully and incorporate it into the terms, conditions and specifications submitted with the original Proposal and any prior addenda.

This cover sheet must be signed by the individual signing the Proposal and returned with the Proposal.

CERTIFICATION

This is to certify that I did receive the referenced addendum and have incorporated the terms, conditions, and specifications listed therein into the attached Proposal.

__________________________________________________
Printed Name/Title

__________________________________________________
Authorized Signature
Non-Mandatory Meeting Agenda

Date: April 30th
Time: 10:00AM
Location: Donald L. Tucker Center
      505 W. Pensacola St.
      Tallahassee, FL
      Conference Room D

I. Introductions
II. Procurement
   a. Overview of ITN Process
   b. Point of Contact
   c. Time Line
III. FSU Project Overview
    a. Vision/Goals
    b. Site Overview
    c. Proposal Expectations
IV. Question/Answer
V. Procurement Next Steps
VI. Site Tour