



RISK MANAGEMENT & PURCHASING
1140 EAST PARKER STREET
LAKELAND, FL 33801

NOTICE

REQUEST FOR PROPOSAL

RETIREMENT HEALTH SAVINGS ACCOUNT (RHS) SERVICES

OCTOBER 22, 2020

R.F.P. NO. 0283

The Selection Committee for the above referenced RFP will be meeting on Tuesday, October 27, 2020 at 1:30 p.m., in the Purchasing Bid Room, located at 1140 E. Parker Street, Lakeland, FL 33801.

AS COVID-19 significantly impacts the community, we want to reassure you that the health and safety of our citizens and City staff is extremely important to us. If you would like to attend the meeting, please send me an e-mail, so I may properly accommodate everyone. The City of Lakeland facilities are still under Covid-19 restrictions: social distancing, masks, and temperature checks.

In accordance with the Americans with Disabilities Act and Section 286.26, Florida Statutes, persons with disabilities needing special accommodation to participate in this proceeding, or those requiring language assistance (*free of charge*) should contact the City of Lakeland ADA Specialist, Jenny Sykes, M.S., no later than forty-eight (48) hours prior to the proceeding, at (863) 834-8444, Email: jenny.sykes@lakelandgov.net. **If hearing impaired**, please contact the **TDD numbers**: Local – (863) 834-8333 or 1-800-955-8771 (TDD-Telecommunications Device for the Deaf) or the **Florida Relay Service** Number 1-800-955-8770 (VOICE), for assistance.