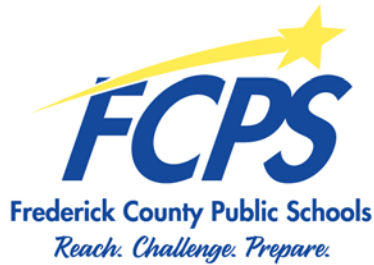


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Kerrie Koopman CPPB, CPPO,  
Purchasing Manager  
**Kim Miskell, CSBO, Assistant Purchasing  
Manager**  
Bill Meekins CPPB, CPPO, CSBO, CPCP,  
Purchasing Agent  
Shane Ryberg, Purchasing Agent

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## INVITATION FOR PROPOSALS

January 13, 2020

RFP 20MISC7, Flexible Spending Account Administration

The Board of Education of Frederick County will receive proposals for RFP 20MISC7, Flexible Spending Account Administration. Proposals will be received and time stamped in the main lobby of Frederick County Public Schools (FCPS) at 191 South East Street, Frederick, MD 21701, prior to and no later than 2:00 p.m., local time, on February 6, 2020. Proposals received after this time will be returned unopened. Vendors will be escorted to the Conference Room 2B, at which time and place bids will be publicly opened and read aloud.

A pre-proposal meeting will be held at 10:00 a.m., local time, on January 23, 2020, 191 South East Street, Frederick, MD 21701. Potential bidders will meet in the main lobby and will be escorted to the Purchasing Department. Attendance at the pre-bid meeting is not mandatory; however, vendors are strongly encouraged to attend. Parking is available in Deck #5, All Saints Street.

To view and/or download this solicitation package please visit our webpage at: <http://www.fcps.org/bidlist>.

All FCPS vendors and or contractors interested in bidding on FCPS projects must register at [www.emarylandmarketplace.com](http://www.emarylandmarketplace.com), prior to contract award. FCPS will no longer accept bidder's applications.

FCPS System does not discriminate in admissions, access, treatment, or employment in its programs or activities on the basis of race, color, gender, age, national origin, religion, or disability. For more information, contact the Executive Director of Legal Services at 301-696-6851.

The Board of Education of Frederick County, Maryland, reserves the right to reject any and all bids and to waive any informalities or irregularities in bidding.

By order of the Board of Education of Frederick County, Maryland.

Kim Miskell, CSBO, Assistant Purchasing Manager  
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