

Okeechobee County School Board
Request for Qualifications
#22/23 – 01 Employment Services

I. INTRODUCTION

Notice is hereby given that the Okeechobee County School Board has issued a Request for Qualifications (RFQ) for employment services. Such services will be provided on an as-needed basis and shall include, but may not be limited to, substitute teaching, substitute food service, and substitute custodian positions.

II. PROPOSAL INSTRUCTIONS AND GENERAL INFORMATION

A sealed proposal in response to this RFQ must be submitted to:

Okeechobee County School Board
Attention: Dr. Joseph Stanley, Director of Human Resources
700 SW 2nd Avenue
Okeechobee, FL 34974

Proposals must be submitted no later than 5:00 PM EST on Tuesday, August 30, 2022. The response must include Proposal, completed Reference Forms, Certificate of Insurance, Master Agreement, and Flash Drive.

III. RESERVATIONS

RFQ #22/23-01 – Employment Services

The responsibility for submitting a response to this RFQ, on or before the stipulated time and date will be solely and strictly the responsibility of the Respondent. Okeechobee County School Board will in no way be responsible for delays caused by the United States Postal Service or by any other delivery service or occurrence. Any proposals received after the stipulated time and date will not be accepted and/or opened, and will be returned. The complete RFQ is posted on the OCSB webpage at <http://www.okee.k12.fl.us/rfq>.

Any questions, requests for clarifications or interpretations regarding this RFQ during the submittal preparation period (or reporting errors, inconsistencies, or ambiguities) must be submitted in writing to Janet Pineda, Director of Financial Services, via email to janet.pineda@okee.k12.fl.us no later than 5:00 PM EST on Tuesday, August 16, 2022. No questions or clarifications will be considered after that date.