



# NORTHWEST FLORIDA STATE COLLEGE

## Memo

To: Board of Trustees  
From: Mel Ponder, President  
Date: February 18, 2025  
Re: Solicitations Listing

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A status report of the College's current solicitations in progress is attached for your review. The stages of a solicitation, as reflected on the status report, are requesting approval to post a solicitation, followed by solicitation development and publication, the period of accepting bids, and then bringing the award to the Board for approval. This month, the College seeks approval to move forward with two solicitations for custodial services and landscape maintenance services.

### RECOMMENDATION:

The Board of Trustees approves the request to post a solicitation for custodial services and landscape maintenance services, as presented.