



NOTICE AND AGENDA OF PUBLIC MEETING

**Wednesday, May 31, 2006
6:30 p.m.**

**Burgess Recreation Center, Fireside Room
700 Alma Street**

MENLO PARK CHILD CARE RFP REVIEW COMMITTEE

- A. **Public Comment #1 (limited to 15 minutes)**
At this time, the public may address the Committee on any subject either listed on the agenda or not listed on the agenda but under the Committee's purview. Please state your name and the political jurisdiction in which you live. The Committee cannot respond to non-agenda items other than to provide general information.
- B. **Introduction and Overview**
1. Welcome
 2. Introductions
 3. Purpose of Request for Proposal (RFP) process
 4. Overview of timeline
 5. Role of Review Committee and City staff
- C. **Draft RFP**
1. Overview of document
 2. Committee discussion and input
 - Do the scope and submittal requirements cover the important concepts?
 - Are there inaccuracies or errors that should be corrected?
 - Is the document understandable?
 - What other feedback do you have?
- D. **Draft Proposers List - Review and input**
- E. **Reminder of Upcoming Meetings**
1. Committee Meeting 2 – Wednesday, July 12 6:30 p.m.
 2. Committee Meeting 3 – Wednesday, August 9 6:30 p.m.
 3. Committee Meeting 4 – Wednesday, August 23 6:30 p.m.
- F. **Public Comment #2 (limited to 15 minutes)**
At this time, the public may address the Committee on any subject either listed on the agenda or not listed on the agenda but under the Committee's purview. Please state your name and the political jurisdiction in which you live. The Committee cannot respond to non-agenda items other than to provide general information.
- G. **Adjournment**