



# Board of County Commissioners Request for Quotation

THIS IS NOT AN ORDER

Date: 08/21/15

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**RFQ #2015000422**

Charlotte County Purchasing Division  
18500 Murdock Circle, Room 344  
Port Charlotte, Florida 33948-1094

Contact Person: Carole A. Smith, CPPB  
Senior Contract Specialist  
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Reply No Later Than: September 16, 2015 @ 3:00 p.m. (EST)

## Scope of Services

### NOTICE OF AVAILABILITY OF QUOTE SPECIFICATIONS

#### SOCIAL MEDIA SERVICES

This is an annual contract for a social media agency or social media professional to design and execute a comprehensive social media campaign that will drive awareness, engagement, channel growth, and deliver a measurable return on investment. The social media campaign will integrate with Charlotte Harbor & the Gulf Islands (CHGI) Visitor and Convention Bureau's (VCB) tourism advertising and public relations campaigns to assure consistent and cohesive messaging.

**PRE-QUOTE MEETING: 11:00 a.m. (EST), AUGUST 31, 2016**  
**ADMINISTRATION COMPLEX,**  
**18500 MURDOCK CIRCLE, BUILDING B, ROOM 106B**  
**PORT CHARLOTTE, FL 33948**

**QUOTE DUE: 3:00 p.m. (EST), SEPTEMBER 16, 2015**  
**PURCHASING DIVISION, SUITE 344**

Quote Documents may be obtained by accessing the Charlotte County Purchasing Department's website at [www.charlottecountyfl.com/purchasing](http://www.charlottecountyfl.com/purchasing) under "Purchasing Bids Online", document number 154222. Any questions can be answered by contacting Carole A. Smith, CPPB, Senior Contract Specialist at 941.743.1373 or by email at [carole.smith@charlottecountyfl.gov](mailto:carole.smith@charlottecountyfl.gov).

Notice of Availability  
[www.charlottecountyfl.com](http://www.charlottecountyfl.com)  
Posted: August 21, 2015