



Mandatory Pre-Proposal Conference Minutes

Town of Lake Park, Florida

Lake Park Harbor Marina

Fuel Dispenser Replacement

Monday, November 15, 2021, 10:00 a.m.

105 Lake Shore Drive, Lake Park, Florida 33403

The Mandatory Pre-Proposal Conference was conducted on Monday, November 15, 2021 at 10:00 a.m. Present were Marina Director Stephen Bogner and Town Clerk Vivian Mendez.

Marina Director Bogner called the meeting to order at 10:00 a.m. and explained the scope of work. The Town of Lake Park is seeking proposals from qualified petroleum equipment contracting firms with marina fueling systems experience who can provide construction services associated with the replacement of fuel dispensers and related equipment. A proposal bond is required to be submitted with the proposal in an amount equal to five percent (5%) of the proposed project cost.

The deadline to receive questions related to this project is November 20, 2021. The deadline for submission of proposals is Wednesday December 8, 2021 at 2:00 p.m. An Evaluation Committee meeting will be held on December 14, 2021 to review the submittals. We anticipate award of the contract on January 5, 2022.

There will be a Cone of Silence according to the Town's Code of Ordinances. The facility is open to the public from Monday – Sunday 8:00 a.m. – 5:00 p.m. and the project should create minimal disruption to the facility. There are several required documents that must be included in the submittal.

Mr. Kevin Moore of Lutz P.E.I. asked if the fuel lines were being replaced between the transition sump and dispensers.. Marina Director Bogner stated yes.. He stated that if the lines could be a discreet unit that would allow for one dispenser to continue to operate if the other was disabled helpful. Currently if a dispenser goes down, we could not use the other dispenser. He explained that the way it was piped underneath it was like a series rather than a parallel. Therefore, if one dispenser goes down the fuel will not flow to the other dispensers. He explained that the sumps are flush right now, but they have suffered some water intrusion, which was why they wanted to come up with the raised sump and the new fuel pipe, which was included in the specs.

Marina Director Bogner opened the fuel dispenser boxes for review as well as the sumps. Mr. Moore asked if the lines had been tested. Marina Director Bogner stated that the inspection took place two-months ago. Mr. Moore asked if the primary and secondary pipers were tested. Marina Director Bogner stated yes and he will confirm. He stated that the test was for Florida Department of Environmental Protection (FDEP). Mr. Moore stated that FDEP might not make you test them unless there were issues. He suggested making sure that everything was good from that point back to the dispensers. Marina Director Bogner stated that the staff performs monthly inspections.

ADJOURNMENT:

The mandatory pre-bid meeting adjourned at 10:26 a.m.

Town Clerk Vivian Mendez