



**Mandatory Pre-Bid Minutes**  
Town of Lake Park, Florida  
Bid 102-2016 Condenser Coil Replacement  
On Chiller Unit with Chill Water Pump Repairs  
Tuesday, May 10, 2016 at 11:00 a.m.  
Commission Chamber, Town Hall, 535 Park Avenue

The mandatory pre-bid meeting was conducted on Tuesday, May 10, 2016 at 11:00 a.m. Present were Operations Manager Richard Scherle, Project Manager Richard Pittman, Facility Maintenance Worker III Jimmy Skrandel, Administrative Assistant Shaquita Edwards and Town Clerk Vivian Mendez.

Operations Manager Scherle thanked everyone for attending and called the meeting to order at 11:05 a.m. He explained the mandatory pre-bid process and the possibility of an addendum. He stated that the bid opening would be held on Tuesday, May 31, 2016 at 11:00 a.m.

A member of the audience asked if they could perform the work over a weekend. Operations Manager Scherle explained that if they wanted to perform the work over a weekend they would need to fill out page 29 of the bid packet and submit it with their bid.

A member of the audience asked if they could use the parking lot for their equipment. Operations Manager Scherle stated "yes".

There being no further questions from the audience or staff, Operations Manager Scherle thanked everyone for attending the meeting.

**ADJOURNMENT:**

The mandatory pre-bid meeting adjourned at 11:15 a.m.

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Town Clerk Vivian Mendez