

**TOWN OF LAKE PARK**  
**LEGAL NOTICE**

**NOTICE IS HEREBY GIVEN** that the Town of Lake Park, Florida will be accepting sealed proposals for:

**TENNIS CENTER MANAGEMENT AND MAINTENANCE SERVICES**  
**REQUEST FOR PROPOSALS (RFP) Number 110-2019**

The Town of Lake Park desires to engage the services of a Tennis Professional/Organization or a Professional/Organization of a similar sport to direct and oversee the operations and maintenance of the Lake Park Tennis Center (LPTC). The services to be provided would be operating the LPTC and the supervision of all of its activities and professionals or employees, including: responsibility for the fiscal management of the LPTC to be coordinated with the Town's Finance Department; scheduling of courts for individual and league play; providing individual, and group lessons.

In order to be considered for an award of contract, **four (4) sealed proposals for TENNIS CENTER MANAGEMENT AND MAINTENANCE SERVICES must be received no later than 10:00 A.M. Eastern Time on Thursday, November 14, 2019** at the Town of Lake Park Town Hall, located at 535 Park Avenue, Lake Park, FL 33403. Proposals received after this time will be returned unopened.

**Request for Proposal Documents**

The Request for Proposals (RFP) document is available by sending an email to the Town Clerk's Office at [townclerk@lakeparkflorida.gov](mailto:townclerk@lakeparkflorida.gov) or visiting the Town Clerk's Office at 535 Park Avenue, Lake Park, Florida 33403-2603. If you have any questions regarding this proposal, please call the Town Clerk's Office at (561) 881-3311.

All proposals must be submitted in a sealed envelope with the Professional's or Organization's name, RFP name, RFP number, and opening date, clearly stated on the outside of the envelope.

RFP's will be opened and read aloud in the Town of Lake Park Town Commission Chamber at 2:00 P.M. on Thursday, November 14, 2019. It is anticipated that the award of contract to the Professional or Organization will be made at a future Town Commission meeting. The deadline by which any additional information or clarification to the Request for Proposals may be requested is 1:00 P.M. Eastern Time on Tuesday, October 29, 2019. Such requests must be submitted in writing to the Town Clerk's Office, Town of Lake Park as specified in the section of this RFP entitled "General Conditions and Instructions". In the event that any portion of the RFP is modified based upon the additional information or clarifications asked for, the Town shall issue a formal written amendment to the original RFP.

**Vivian Mendez, Town Clerk, MMC**  
**Town of Lake Park, Florida**

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