

RFP Number:	2024-001
RFP Title:	South Daytona Municipal Complex Roof Replacement
Pre-Bid Meeting Date:	Friday, February 9, 2024 at 9:00am
RFP Opening Date:	2:00 P.M. on Thursday, February 29, 2024

Call to Order. Meeting called to order at 9:01am by Deputy City Clerk Becky Witte

Staff Present:

Deputy City Clerk Becky Witte Public Works Director Adam Thornton Assistant Public Works Director Mark Smith Chief Building Official John Boden

- 1. Scope of Work discussed. Last day for questions 2/14/2024 at 4:00pm.
- 2. Questions by the attendees. Core samples will be completed 2/9/2024. An addendum will be issued on or before Tuesday, February 13, 2024 to address the questions asked during the pre-bid and share the core samples.
- 3. A bid bond is required.

Adjournment. Meeting adjourned at 9:27am by Deputy City Clerk Becky Witte.

The group was able to visit the roof after the meeting adjourned.

Attached: Sign-in sheet

City of South Daytona - Bid Sign In Sheet February 9, 2024 at 9:00AM

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Attendees Name	Position Title	Company Name	Address of Company	Phone	Email
Becky Witte	Deputy City Clerk	City of South Daytona	1672 S. Ridgewood Avenue, South Daytona, Florida 32119	386-322-3011	bwitte@southdaytona.org
Adam Thornton	Public Works Director	City of South Daytona	1770 Segrave Street, South Daytona, Florida 32119	386-322-3080	athornton@southdaytona.org
Mark Smith	Assistant Public Works Director	City of South Daytona	1770 Segrave Street, South Daytona, Florida 32119	386-322-3080	msmith@southdaytona.org
John Boden	Chief Building Official	City of South Daytona	1672 S. Ridgewood Avenue, South Daytona, Florida 32119	386-322-3024	jboden@southdaytona.org
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