



**Office of the Director
Purchasing Department**

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May 10, 2011

Bid #102-5/11

**MANDATORY PRE-BID CONFERENCE
#102-5/11 GROUNDS MAINTENANCE / DISTRICTWIDE**

The School District of Collier County would like to invite all contractors interested in providing a bid for grounds maintenance services for fifty-two (52) School District sites, to a **mandatory** pre-bid conference on **Tuesday, May 17, 2011** for **Bid #102-5/11 Grounds Maintenance / Districtwide**. The conference will begin at **10:00 am** in Conference Room, #1-105, 1st Floor, Dr. Martin Luther King, Jr. Administrative Center, 5775 Osceola Trail, Naples, Florida 34109.

Bid documents will be handed out at the meeting, followed by an overall general description of the bid, bidding process, description of expectations and a brief question and answer period. Afterwards, the attendees and the Supervisor of Grounds may inspect a service site and further explanation of service requirements may be given for these sites.

Bids will be accepted **ONLY** from those contractors who are present or have a representative present at the pre-bid conference. Failure to attend shall be cause for rejection of bid. **No exceptions will be made.**

Please feel free to contact me with any questions or comments.

Sincerely,

David W. Nara, CPPB
Buyer, School District of Collier County

cc: Marc Rouleau, Director of Maintenance
Nancy Sirko, Director of Purchasing
Bibiana Mendez-Barrett, Supervisor of Grounds

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