



Minutes of Pre-Bid Meeting
August 14, 2015
Des Plaines Public Library
Variable Frequency Drives Replacement

Present: Holly Richards Sorensen, Roberta Johnson, Carol Kidd, Gary Valente.

Also Present: Martin Glova, A. Cugan Contractors, CoreMechanical, Inc., Roy K. Murray, HMM Systems Inc., Paul Snyder, Hayes Mechanical, Jovan Cetkovic.

Meeting began at 10:10 a.m.

Roberta Johnson, Assistant Director, introduced Holly Richards Sorensen, Library Director, Gary Valente, Head of Building and Security Services and Carol Kidd, Human Resources Manager. Roberta Johnson stated that copies of the bid documents were available at the meeting and on the library website and that prospective bidders should direct their questions to her by email or telephone. Carol Kidd will email the minutes of the meeting and any addendums to attendees. The minutes and addendums will also be posted on the library website.

Gary Valente, Head of Building & Security Services, stated that he would give a tour of the library building.

Gary Valente gave a tour of the library to prospective bidders.

The attendees requested that they be provided the motor specifications for the Variable Frequency Drives. Carol Kidd will email this information in an addendum to prospective bidders. This information will also be posted on the library website at <http://dppl.org/about/rfps>.

Minutes prepared by Carol Kidd.