



Pre-Proposal Conference Meeting Minutes

RFP # 04-2020

Name: Former Gove Elementary School Property Development

Date: January 5, 2021

Time: 3:00PM

Attendees:

Proposers: Call in

The BG Group, LLC	Konor Shoup, Estimator
Blue Sky Communities, LLC	Geoff Harlan
Craig A. Smith & Associates	James Orth, PE, VP Engineering
CMDI Solutions	Tony E. Crapp, Sr., President

City : On site

Lomax Harrelle	LH	City Manager
Beverly Scott	BS	Deputy City Manager
Larry Tibbs	LT	Director of Finance
Neil Appel	NA	Purchasing Manager

The meeting commenced at 3:03 P.M.

	1	Introductions
	1.1	Developers and City Staff introduced themselves.
LH	1.2	The City Manager gave a brief overview of the project.
	1.3	All phone in attendees were asked to email NA for the record.
	2	RFP SCHEDULE:
NA	2.2	RFP Closing Date: February 2, 2021 @3:00PM
	3	Questions
LH		The City Manager took questions.
	3.1	Is there a utility site plan? Ans: Contact Palm Beach County Utilities.
	3.2	Is the City contemplating creating a sports complex on the site Ans: No, the City is not.
	3.3	Are any plans available for the buildings currently on site? Ans: "As built" plans are available on a thumb drive from the City Clerks office.
	3.4	What type of housing is the City looking for? Ans: No rental properties will be allowed. Condominiums, single family, mixed types of properties for home ownership is the City's goal.

The meeting adjourned at: 3:14 PM.

Respectfully submitted,

Neil Appel, C.P.M.
Purchasing Manager

If we do not receive correspondence regarding the accuracy of these minutes within 24 hours, we will assume they have been accepted as correct.