



# CITY OF AVON PARK

*Highlands County, Florida*

May 20, 2024

Ms. Kimberly Thomas, Grant Manager  
Florida Department of Commerce  
Office of Long-Term Recovery

RE: City of Avon Park  
CDBG-MIT MT039 – Potable Water Improvements  
Construction Procurement Package  
for FloridaCommerce Review

Dear Ms. Thomas:

I hope that this letter finds you well. This letter transmits the construction procurement documents for your review and approval for the City's Potable Water Improvements project MT039. The City placed the Invitation to Bid out for a second time after receiving only a single bid in the first solicitation. Following the second solicitation period, the City again received only a single bid for the construction portion of this project from Odyssey Manufacturing Company.

Please see the attached page outlining the included documents. There were no bid protests received by the City for this construction procurement invitation to bid. Please do not hesitate to contact me at (863) 452-4410 or by email at [msauerhafer@avonpark.city](mailto:msauerhafer@avonpark.city) if you have questions or need additional information and or documentation.

Sincerely,

Melody Sauerhafer, Finance Director  
City of Avon Park