



22757 Central Park Drive Lake View, AL 35111  
P: (205) 477-1999

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**City of Lake View**  
**22757 Central Park Dr.**  
**Lake View, AL 35111**  
**Phone: 205-477-1999**  
**Email: [Cityclerk@lakeviewalabama.gov](mailto:Cityclerk@lakeviewalabama.gov)**

**Date:** October 9, 2025

**To Whom It May Concern,**

**Subject: Invitation to Bid – HVAC Services**

The City of Lake View is seeking qualified contractors to submit bids for HVAC services for municipal buildings. This includes routine maintenance, emergency repairs, and potential system upgrades or replacements.

**Scope of Services:** The selected contractor will be responsible for:

- Scheduled inspections and preventive maintenance of HVAC systems
- Emergency repair services as needed
- Recommendations for system improvements or replacements
- Compliance with all applicable codes and regulations

**Bid Requirements:** Interested bidders must submit:

- A detailed proposal outlining services offered
- Pricing structure (hourly rates, service call fees, etc.)
- Proof of licensing and insurance
- References from previous municipal or commercial clients



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**Submission Deadline:**

All bids must be received by **November 12, 2025, at 10:00am**. Late submissions will not be considered.

**Submission Instructions:**

Please send your sealed bid to:

**Tawana Witherspoon**

Municipal Clerk/Treasurer

City of Lake View

22757 Central Park Dr. Lake View, AL 35111

Alternatively, bids may be submitted electronically to: **[Cityclerk@lakaviewalabama.gov](mailto:Cityclerk@lakaviewalabama.gov)**

We appreciate your interest in working with the City of Lake View and look forward to reviewing your proposal.

Sincerely,

**Tawana Witherspoon**

Municipal Clerk/Treasurer

City of Lake View