

**OFFICE OF THE PRIME MINISTER
YOUTH EMPLOYEMENT IN DIGITAL & ANIMATION IDNUSTRIES PROJECT (YEDAIP)
47B SOUTH CAMP ROAD, KGN 4**

**MINUTES OF SITE VISIT AND PRE-BID MEETING CONDUCTED AT THE BOYS TOWN COMMUNITY
CENTRE ON THURSDAY, February 27, 2020 FOR BID No: JM-OPM-153757-CW-RFB
START TIME: 10:00 A.M.**

1. PRESENT:

- Mr. Winston Roberts, Construction Manager – YEDAIP/HOPE
- Rackeal Hart Thompson – Procurement Specialist – YEDAIP
- Mr. Trevor Spence – Boys Town Community Centre - CDC
- No bidder representative was present

2. CALLED TO ORDER:

- Meeting called to order at 10:00am. It was agreed to wait for one hour to facilitate any possible late attendance of Bidders.
- No Bidder attended the Site Visit/Pre-Bid Meeting

2. ADJOURNMENT

- The meeting was adjourned at 11:00 A.M.