



**School Administrative Unit #31**  
**Newmarket School District**  
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Susan Givens, Ed. D.  
*Superintendent of Schools*

Erica MacNeil  
*Student Services*

July 2, 2020

To: Prospective Bidders

From: Janna Mellon, Business Administrator

Re: HVAC Preventive Maintenance RFP

Out of respect for the timeline restrictions caused by the July 4<sup>th</sup> holiday we will be postponing the bidding for HVAC Preventive Maintenance at Newmarket Schools. The bid opening will be delayed until 7/14/2020 at 2:00 pm.