|  |  |  |
| --- | --- | --- |
| wsu-primary-horz-color-600-10-2017-small  **Division of Finance and Business Operations** |  | **Procurement & Strategic Sourcing**  **5700 Cass Avenue, suite 4200**  **Detroit, Michigan 48202**  **(313) 577-3734** |

**June 14, 2023**

**Addendum #1 To**

**Request for Proposal**

**For Manoogian Testing Center Relocation & 4th Floor Refresh: Project 155-400390**

**Minutes of the Pre-bid Conference**

**Dated June 7, 2023**

**The Addendum must be acknowledged on your lump sum bid.**

The pre-bid conference for Request for Proposal for **Manoogian Testing Center Relocation & 4th Floor Refresh**, Project **155-400390** was held on **June 14, 2023,** at **10:00 am** (local time) – at Detroit, MI 48202. **Valerie Kreher** reviewed the highlights of the pre-bid package, especially concerning details such as bid due dates and who Contractors may contact during the live bid process. **Victoria LaLonde** discussed the technical aspects of the project and bid requirements, and conducted the Q & A session.

Numerous simple questions and answers were addressed at the pre-bid meeting. Some of the issues were as follows:

1. Minimum Participation
2. Pre-registration for the Pre-Bid meeting is required. In the event that we do not have 3 or more eligible bidders pre-registered, the University reserves the right to postpone the Pre-bid meeting with up to 4 business hour notice.
3. If less than 3 individual contractor firms attend the **Optional** pre-bid meeting, the University reserves the right, at its sole discretion, to either reschedule the pre-bid conference or proceed and offer a second pre-bid conference date. (Attendance at only one pre-bid conference will be required).
4. On the day of the bid opening, if less than 3 sealed bids are received, the University reserves the right, at its sole discretion, to rebid the project in an effort to obtain greater competition. If the specifications are unchanged during the rebid effort, any contractor who submitted a bid will be given the option of keeping its bid on file for opening after the second bid effort, or of having the bids returned to them unopened.
5. Smoke and Tobacco Free Policies: Wayne State joined hundreds of colleges and universities across the country that have adopted smoke- and tobacco-free policies for indoor and outdoor spaces. Contractors are responsible to ensure that all employees and all subcontractors’ employees are in compliance anytime they are on WSU’s main, medical, or extension center campuses. The complete policy can be found at **http://wayne.edu/smoke-free/policy/**
6. Diversity Spend: The University tracks it’s level of spend along a number of socio-economic categories. This includes it’s spend with Diverse organizations, it’s spend with Detroit based organizations, and it’s spend with Michigan based organizations. To assist with this, The University has reporting requirements to be included with the submission of your bid and for Pay Applications submitted by the successful contractor.
7. A Bid Bond is not required for bids below $50,000. Otherwise, a Bid Bond (5%) will be required for the full amount of the bid.
8. Performance Bond and Material & Labor Payment Bond requirements are listed in the specifications of the job. Performance & Material & Labor Payment Bonds must be provided by the awarded Contractor with the submission of the signed contract; which will then be submitted to FP&M management for counter signature.
9. The awarded Contractor must provide the required Certificate of Insurance in compliance with Section 700 – General Conditions, article 4.05 – Contractor’s Insurance, and Section 800 – Supplementary Conditions prior to commencement of any work.
10. Please review the insurance section carefully, including the professional liability insurance and the amounts of required insurance for most of the categories.
11. If your company has not previously done business with the University you may go to the Purchasing website at **www.purchasing.wayne.edu** and look for the “new vendor” link under “Information for Vendors” on the left. You may submit a new vendor request form and an IRS form W-9. This will register your company on in our vendor database. (NOTE: this does not replace the listserv.)
12. This Project Requires the Contractor and any subcontractors to compensate all employees who come to the job site at no less than WSU Wage Rates. A WSU Wage Rate Schedule is included as Appendix A to the Bid Specifications. Contractors must review these requirements to be sure they are in compliance with the requirements of the University. Contractors must post wages at the job site in compliance with the complete WSU Wage Rate listing provided in Bid Documents.
13. 1099 workers and subcontractors using 1099 workers are NOT acceptable.
14. Certified Payroll must be provided with each of the contractor’s pay applications for all workers who worked at the job site, in compliance with the University policy. Failure to provide certified payroll will constitute breach of contract and pay applications will be returned unpaid, and remain so until satisfactory supporting documents are provided.
15. Signed waivers from all Subcontractors and suppliers must accompany Pay Applications or they will be returned for such documentation prior to approval.
16. A properly executed sworn statement is required from all tiers of contractors, and sub-contractors indicating sub-contractors and suppliers which provide services or product of $10,000.00 or greater. Sworn statements must accompany applications for payment
17. All documents listed in the Front End Section 0410-2 “Wayne State WSU Wage Requirements” must accompany applications for payment. Failure to do so will result in the entire application package returned for correction.
18. A checklist of all Pay Application requirements can be found in Section 00430-1.
19. Section 440 - Contractors Performance Evaluation is a part of the contract and will be performed at the end of every job.
20. The competency and responsibility of Bidders will be considered in making the award. The University is not obligated to accept the lowest or any other bids. The University reserves the right to reject any and all bids and to waive any informalities in the Proposals
21. Parking on WSU campus lots and structures are $8.50/access. Contractor must build parking into their lump sum bid. There is no parking allowed on the malls.
22. Review Section 300 - Form of Proposal carefully and complete in its entirety to avoid disqualification, including our prequalification form.
23. There is a new  Section 300 - Form of Proposal attached to the bottom of this document. Be sure to use the new copy.
24. Prebid was optional so there will be no posting of attendance sheet.
25. Site visit to be held on June 16, 2023, at 8:30 a.m, meet inside at NE Corner of the building.
26. No permits required for this project.
27. Carpet tile: Shaw: Suspend or Equivalent – Colour TBD
28. LVT: Shaw: Cove or Equivalent – Colour TBD
29. 3rd Floor Testing - glass on the double glass doors are to be replaced.
30. An Alternate fpr 4th floor, small additional room, to be added to Section 300
31. Room 446 to be carpeted.
32. 4th Floor some furniture to be moved. There are desks in all areas to be carpeted. Library stacks can be cut around.
33. 480 is a Kitchen Area with table, 496 and 495 are storage rooms – there may be some file cabinets.
34. 3rd Floor shouldn’t involve any furniture move.
35. Is there a new ceilinig on 4th floor required – no, just flooring and paint and floor outlets that need to be reworked.
36. Electrician will be required for the floor outlet rework.
37. Not steps but a counter between 487 and 488.
38. Existing flooring is carpet in every room except for 496 and 498, which is VCT.
39. Doors requiring door lights requires the door slabs to be replaced, frames are okay but it is the doors themselves need to be replaced with new. Window light should be ½ light. Doors to match existing.
40. Ceiling replacement on 3rd floor only. Armstrong Optima, 24”x24”x ¾” with 15/16” grid and tegular edge (white) or Equivalent – new grid required as well.
41. New LED Lights for ceiling but use existing fusers and etc. This will include Electrician work.
42. With demo’d millwork, any new outlets or moving of outlets are required in 385 no, In 394 we’ll place outlets around perimeter.
43. Secret Password was given to those in attendance.
44. Contractors who have withdrawn a bid after a University bid opening and/or refused to enter into a contract with the University upon notification of award within the last 3 years are not eligible to bid on this project.
45. Project hours of operation are 7:00am – 5:00 pm. Anything else requires advance notice and approval.
46. Prequalification meeting may be held as soon as the first business day after bid openings. Contractors must be available. The Project Manager will coordinate the meetings.
47. Prequalification meeting includes Schedule of Values from the Contractor, including a list of Contractor’s subcontractors and other qualifications required by the documents.
48. If all aspects of the bid are in order, an unsigned contract will be given to the successful Contractor as soon as it’s available. The Contractor has 5 business days to return the contract to the Project Manager for University counter signature. The contractor must also submit a Performance Bond as outlined above and a Certificate of Insurance in the same 5 business day period. In the event the Contractor fails to return the documents in this 5 day period, the University reserves the right to award the contract to the next most responsive bidder.
49. Permit requirements are the responsibility of the awarded contractor as listed in General Conditions, Section 700 Article 4.02.18.
50. Contractor must provide their own dumpster if needed, which must be rubber or plywood padded if placed on concrete. Location and duration must be coordinated with the project manager. Dumpster must be tagged with the name of your company clearly displayed. Any lawn damage must be restored.
51. OPTIONAL Site Visit(if needed): A Site visit may be scheduled at the conclusion of the pre-bid meeting, at the discretion of the project manager. The tentative date for Site Visit is **June 16, 2023 at 8:30 am**.
52. Questions are due by **June 16, 2023** at 12:00 noon
53. Bids are due **by electronic submission on** no later than 2:00 p.m., **June 20, 203.** The link for bid submission will be posted with the bid details at [**http://go.wayne.edu/bids**](http://go.wayne.edu/bids) beginning **June 7, 2023**.  
    **No public bid opening will be held.**
54. **Time of Completion:**The Contract is expected to be fully executed on or about 25 calendar days after successful bidder qualification and recommendation of award. The successful bidder (Contractor) agrees to start construction **immediately after** receipt of a fully executed contract and Purchase Order, and to complete the work as follows: Substantial Completion, and State Approved Inspections (if appropriate), no later than **August 21, 2023.**
55. This is an occupied area, awarded Contractor must be considerate of environment (noise, cleanliness, etc.)
56. **IMPORTANT- This is an addendum which MUST be acknowledged on your bid form**

**We will require your lump sum proposals, vendor qualification questionnaire and your bid bond documents as a single PDF in your electronic submission.**

All questions concerning this project must be emailed to: **Valerie Kreher**, Procurement & Strategic Sourcing. Email: **rfpteam2@wayne.edu**.

Bids are due **by electronic submission on** no later than 2:00 p.m., **June 20, 203.** The link for bid submission will be posted with the bid details at [**http://go.wayne.edu/bids**](http://go.wayne.edu/bids) beginning **June 7, 2023**.

**Do not contact either FP&M or the Design Firm directly as this may result in disqualification of your proposal.**

Thank you for interest shown in working with Wayne State University.

**Valerie Kreher**

**Senior Buyer**

CC: **Victoria LaLonde** (Project Manager), Attendee list.

**VENDOR NAME**

**GENERAL CONTRACT - PROPOSAL FORM**

Sealed proposals for lump-sum General Contract will be received at the office of the Procurement & Strategic Sourcing **by electronic submission on** **June 20, 203,** until 2:00 p.m. (local time). The link for bid submission will be posted with the bid details at [**http://go.wayne.edu/bids**](http://go.wayne.edu/bids) beginning **June 7, 2023**.

**Please Note – Vendors must Pre-qualify themselves when responding to this bid opportunity. Our Prequalification questions can be found on page 4 of this section.**

|  |  |
| --- | --- |
| **OWNER:** | Board of Governors  Wayne State University |
| **PROJECT:** | **Manoogian Testing Center Relocation & 4th Floor Refresh** |
| **PROJECT NO.:** | WSU PROJECT NO. **155-400390** |
| **PROJECT TYPE:** | ***General* Work** |
| **PURCHASING** **AGENT**: | **Valerie Kreher**, **Senior Buyer**  WSU – Procurement & Strategic Sourcing  5700 Cass, Suite 4200  Detroit, Michigan 48202  **313-577-3720**  **rfpteam2@wayne.edu** |
| **OWNER'S REPRESENTATIVE:** | **Victoria LaLonde**, Project Manager  Design & Construction Services  Facilities Planning & Management  5454 Cass Avenue  Detroit, Michigan 48202 |
| **TO**: | Board of Governors  Wayne State University  Detroit, Michigan |

**BASE PROPOSAL:**

The undersigned agrees to enter into an Agreement to complete the entire work of the **Manoogian Testing Center Relocation & 4th Floor Refresh** project (WSU Project No. **155-400390**) in accordance with the Bidding Documents for the following amounts:

$ Dollars

**ALTERNATES:** The following alternates to the base proposal(s) are required to be offered by the respective bidder. The undersigned agrees that the following amounts will be added to or deducted from the base bid as indicated, for each alternate which is accepted.

**ALTERNATE NO. 1:**

The undersigned agrees to enter into an agreement to complete the Alternate # 1 work of the **Manoogian Testing Center Relocation & 4th Floor Refresh** project (WSU Project No. **155-400390**) project and to provide all labor and material associated with the work in accordance with the Bidding Documents for the following amounts:

                       (select one) ADD    $ Dollars

or

                                    DEDUCT   $ Dollars

**WSU WAGES:** Did your company quote based upon **Union or WSU Wage Rates** as required?   
Yes No

**CONFICT OF INTEREST:** Are you or any Officer, Owner or Partner in this company an employee of Wayne State University, or have you been an employee within the past 24 months? If Yes, explain below.   
Yes No

Are any immediate family members of any Officer, Owner or Partner in this company employees of Wayne State University? If Yes, explain below.   
Yes No

**LAWN REPLACEMENT:** The undersigned agrees that, in the event of existing lawn or landscaping damage, due to the Contractor's work, that has not been properly addressed and repaired to the satisfaction of the University, the University may repair/replace the lawn and/or landscaping, and that the expense will be at a **unit cost of $15.00 per square yard for lawn, and landscaping at a rate of 1.5 times the cost of said repairs**, the full cost of which shall be reimbursed by the contractor.

**CONTRACT CHANGE** The undersigned agrees to the following pricing formula and rates for changes in the

**ORDERS:** contract work:

Where changed Work is performed, the Contractor may add to the total estimated actual cost for such Work no more than ten (10%) for subcontractor mark-up and seven and one-half percent (7.5%) for self-performed trade work for profit, overhead, insurance, taxes, indirect supervision, bonds, and any other costs not allowed by section 4.02.01

**Within 14 days of the project’s contract execution Contractor shall provide to the Owner; Subcontractor’s hourly labor rate breakdown details. This requirement shall extend to the lowest level of subcontractor participation.**

\* Job and general overhead includes supervision and executive expenses; use charges on small tools, scaffolding, blocking, shores, appliances, etc., and other miscellaneous job expenses.

\*\* Net labor cost is the sum of the base wages, fringe benefits established by governing trade organizations, applicable payroll taxes, and increased expense for contractor's liability insurance (Workman's Compensation, P.L. and P.D.).

**TIME OF COMPLETION:** The Contract is expected to be fully executed on or about 25 calendar days after successful bidder qualification and recommendation of award. The undersigned agrees to start construction **immediately after** receipt of a fully executed contract, and to complete the work as follows:

Substantial Completion will be completed no later than **August 21, 2023.**

**LIQUIDATED DAMAGES:** It is understood and agreed that, if project is not completed within the time specified in the contract plus any extension of time allowed pursuant thereto, the actual damages sustained by the Owner because of any such delay, will be uncertain and difficult to ascertain, and it is agreed that the reasonable foreseeable value of the use of said project by Owner would be the sum of **$No damages.00 per day**, and therefore the contractor shall pay as liquidated damages to the Owner the sum of **$No damages.00 per day** for each day's delay in substantially completing said project beyond the time specified in the Contract and any extensions of time allowed thereunder.

**TAXES:** The undersigned acknowledges that prices stated above include all applicable taxes of whatever character or description. Michigan State Sales Tax is applicable to the work. Bidder understands that the Owner reserves the right to reject any or all bids and to waive informalities or irregularities therein.

**ADDENDA:** The undersigned affirms that the cost of all work covered by the following Addenda are included in the lump sum price of this proposal.

Addendum No. Date Addendum No. Date

Addendum No. Date Addendum No. Date

Addendum No. Date Addendum No. Date

Addendum No. Date Addendum No. Date

Addendum No. Date Addendum No. Date

**CONTRACTOR'S PREQUALIFICATION STATEMENT & QUESTIONNAIRE:**

**Our Minimum Requirements for Construction Bids are:**

**WSU considers this project: *General* Work.**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Criteria | Small Project bid less than $50,000 | Medium Project bid between $50,001 and $250,000 | Large Project bid between $250,001 and $2 million | Very Large Project bid greater than $2 million |
| EMR Rating **(Experience Modification Rating)** | 1.0 or Less | 1.0 or Less | 1.0 or Less | 1.0 or Less |
| Bondable Vendor | N.A. | Required | Required | Required |
| Length of Time in Construction Business | 2 Years | 3 Years | 5 Years | 5 Years |
| Demonstrated Experience in Projects Similar in Scope and Price in the last 3 years | 1 or more | 1 or more | 2 or more | 3 or more |
| Unsuccessful Projects on Campus in last 3 years | None Allowed | None Allowed | None Allowed | None Allowed |
| Failure to comply with WSU Wage and/or Project Labor requirements | None Allowed | None Allowed | None Allowed | None Allowed |
| Withdrawn University Bid (with or without Bond forfeiture) within the last 3 years  **\*\*** | 1 or less | 1 or less | 1 or less | 1 or less |
| Company currently not in Chapter 11 of the US Bankruptcy Code | 1 Year | 2 Years | 3 Years | 3 Years |

\*\*   Withdrawal of a bid is subject to the University suspension policy, for a period up to one year.

**Contractors must complete the following information to determine their eligibility to participate in this bid.** This information is required with your Bid to the University

**Failure to complete this form in its entirety will result in your bid being disqualified.**

Check one of the following on the makeup of your company:

|  |  |
| --- | --- |
| Corporation | Individual |
| Partnership | Joint Venture |

Other (Explain below):

**Diversity Classification:** Please indicate the appropriate diversity classification for your company. The University recognizes the following groups as diverse or disadvantaged:

* Majority Owned
* Minority Business Enterprises (MBE)
* Women Business Enterprises (WBE)
* Disabled Veteran Enterprises (DVBE)
* Disabled Person Enterprises (DBE)
* Veteran Owned Businesses (VBE)
* Small Businesses per the US Small Business Administration (SBE)
* Other (Please Explain):

1. How many years has your organization been in business as a contractor?
2. How many years has your organization been in business under its present business name?
3. List states in which your organization is legally qualified to do business.

1. Provide the Name and Address of your Liability Insurance Carrier.

1. What is your current EMR Rating?   
   The minimum requirement is an EMR Rating of 1.0 or less for all projects. Bidders with a rating higher than 1.0 understand that their bid may be disqualified, at the sole discretion of the University.
2. What percentage of work performed on projects are by company employees; excluding any hired subcontracting and outsourced relationships, for the bid submitted? \_\_\_\_\_\_\_ %
3. What percentage of work performed on your company’s behalf are by subcontracted business relationships; disallowing 1099 contracting work forces, for the bid submitted? \_\_\_\_\_\_\_ %
4. Have you ever failed to complete any work awarded to you? If so, attach a separate sheet of explanation. Include the name of the Project, the customer, the dates of the work, and the amount of the contract?

1. Have you withdrawn a bid after a University bid opening and/or refused to enter into a contract with the University upon notification of award within the last 3 years? If so, state the Project Name and Number, and the date of bid submission below.

1. Has any officer or partner of your organization ever been an officer or partner of another organization that failed to complete a construction contract? If so, attach a separate sheet of explanation.

1. List the construction experience of the principals and superintendents of your company.

Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Title: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Title: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Title: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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1. List the construction Projects, and approximate dates, when you performed work similar in Scope to this project.

Project: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Owner: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Contract Amount: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date Completed: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Project: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Owner: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Contract Amount: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date Completed: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Project: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Owner: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Contract Amount:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date Completed: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

1. List the construction Projects, and approximate dates, when you performed work similar in Dollar Amount to this project.

Project:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Owner:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Contract Amount: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date Completed: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Project: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Owner: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Contract Amount: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date Completed: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Project: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Owner: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Contract Amount: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date Completed: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

1. Is your Company “bondable”? Yes No
2. What is your present bonding capacity? $
3. Who is your bonding agent?

NAME:

ADDRESS:

PHONE: ( )

CONTACT:

1. Does your company agree to provide financial reports to the University upon request? Failure to agree may result in disqualification of your bid? (select one): Yes No
2. Does your company agree that all of the Terms and Conditions of this RFP and Vendor’s Response Proposal become part of any ensuing agreement? (select one): Yes No
3. Does your company agree to execute a contract containing the clauses shown in Section 00500 “Agreement between Contractor and Owner for Construction”? (select one): Yes No

If “No”, clearly note any exceptions to any information contained in the contract documents and include with your proposal. Otherwise, a “No” response without documentation will be considered a non-responsive proposal. In addition, any proposed exceptions may or may not be accepted by the University.

1. Does your company agree to comply with the University **Smoke and Tobacco Free Policies**? Yes No

**Note**:  Contractors submitting proposals for this project may, at the discretion of the University, be required to submit references including contact information to be used to assist in the post bid evaluation process for the subject project

**ACKNOWLEDGEMENT OF** The undersigned has read and understands the minimum qualifications

**MINIMUM QUALIFICATIONS:** for University construction projects, and has completed the Prequalification section completely and accurately. The undersigned understands that a contractor, who fails to meet the minimum qualifications **in the category identified for this project, will be disqualified from consideration for the project**.

**ACCEPTANCE OF PROPOSAL:** The undersigned agrees to execute a Contract, being the Wayne State University standard form titled "Agreement Between Contractor and Owner for Construction" (see section 00500 of the bid documents), provided that we are notified of the acceptance of our Proposal within sixty (60) days of the date set for the opening thereof.

**The undersigned below understands that the bid will be disqualified if the Prequalification information above is not completed in its entirety.**

NAME OF COMPANY:

OFFICE ADDRESS:

PHONE NUMBER: DATE

SIGNED BY:

Signature

(Please print or type name here)

TITLE

EMAIL ADDRESS: @