



Procurement & Strategic Sourcing
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Division of Finance and Business Operations

January 20, 2022

**Addendum #1 To
Request for Proposal
RFP: Air & Water Balancing at State Hall**

2nd Mandatory Pre-Proposal Meeting Announcement

This Addendum must be acknowledged on Schedule D.

The first pre-proposal conference for the **Air and Water Balancing at State Hall** was held on **1/19/2023 at 10:00 am Robert Kuhn** of the Procurement Department reviewed the administrative requirements of the pre-proposal package, especially concerning details such as bid due dates and who vendors may contact during the live bid process. **Mark Gibbons** of the Design & Construction Services, discussed the expectations and scope of work.

Due to the limited numbers of attendees at the first pre-proposal meeting, the University invites you to attend the **2nd mandatory**, Pre-Proposal Meeting to be held at **9:00 am (EST) on January 26, 2023**. For those that have attended the first Pre-Proposal Meeting, attendance at the 2nd meeting will be optional.

If your company would like to participate in this bid opportunity and attend the **mandatory 2nd Pre-Proposal Meeting**, please attend the meeting on Microsoft Teams at:

**Microsoft Teams Meeting
On-line or via Conference Call**
[Click here to join the meeting](#)

Optionally - Dial in at +1 313-261-5339 (Conference ID: 743 446 308#)

IMPORTANT - Minutes for the Pre-Proposal Meeting are distributed, and published on the website as an Addendum. Vendors are responsible for the information in this and all other Addenda, and must acknowledge each addendum in Schedule D.

We hope to see you at the **Mandatory** pre-proposal meeting. Please bring a copy of this Request for Proposal for your reference during the meeting. Should you have any questions or concerns about this invitation, please contact me at **(313) 577-3712**, or email: Rfpteam3@wayne.edu. Thank you for your interest in doing business with Wayne State University.

Do not contact the Design & Construction Services, or other University Units, directly as this may result in disqualification of your proposal.

Sincerely,

Robert Kuhn
Sr. Buyer

cc: Edward Doyle, Mark Gibbons, Miriam Dixon, Kim Tomaszewski