



**WAYNE STATE
UNIVERSITY**

Division of Finance and Business Operations

**Procurement & Strategic Sourcing
5700 Cass Avenue, suite 4200
Detroit, Michigan 48202
(313) 577-3734
FAX (313) 577-3747**

July 19, 2019

Dear Vendors:

Wayne State University invites you to participate in the Request for Proposal process, for the Construction Management Services for the **Gateway Theatre Complex Project**, for Wayne State University, WSU Project **189-178578**.

Bidding documents may be obtained by vendors from the University Purchasing Web Site at <http://go.wayne.edu/bids> beginning **July 19, 2019**. When visiting the Web Site, click on the "**Construction**" link in green.

If you are interested in participating in this process, please use our online registration form at <https://forms.wayne.edu/5aa587e3de04c#form-9162>, to indicate your attendance at our mandatory Pre-proposal meeting to be held on, **July 25, 2019 at 11:00 am** and your intent to submit a proposal for the services listed. To participate, it is **MANDATORY** that you and/or responsible representatives of your organization attend our pre-bid conference (Tour/Q & A Session) to be held:

**July 25, 2019, 11:00 am
Wayne State University
1st Floor Conference Room 3
5454 Cass Avenue,
Detroit, MI 48202**

The balance of the Calendar of Events is as follows:

Release of the RFP	July 19, 2019
Pre- Registration	July 24, 2019 by 5:00 pm
Mandatory Pre-Bid Conference	July 25, 2019, 11:00 am
Deadline for Questions	August 09, 2019, 12:00 noon
Delivery of Proposals (electronic submission)	August 15, 2019, 2:00 p.m.

For your convenience a map of the University and appropriate parking lots can be downloaded and printed from: <http://campusmap.wayne.edu/> . Guest parking in any of the University student and guest lots is **\$8.50**. A detailed list of Cash & Coin operated lots can be viewed at http://procurement.wayne.edu/cash_and_credit_card_lots.php . Cash lots dispense change in quarters. Due to time constraints, Vendors are encouraged to avoid parking at meters on the street. Remember, you **MUST** attend the pre-bid conference in order to be qualified to respond to the bid.

Should you have any questions or concerns about this invitation, please contact me at **(313) 577-3712**. Thank you for your interest in doing business with Wayne State University.

Sincerely,

Robert Kuhn, Senior Buyer

Cc: **Ryan Miller**, Project Manager
Kenneth Doherty, AVP - Procurement

Attachment