

Kenneth Doherty

From: Valerie Kreher
Sent: Friday, September 01, 2017 3:50 PM
To: BIDS-GENERAL_CONSTRUCTION@LISTS.WAYNE.EDU
Subject: new bid opportunity - FPM Chemistry Roof Screen Wall Replacement 2017
Attachments: FPM-Chemistry-Roof-Screen-Wall-Replacement-2017-Appendix-A.RTF; FPM-Chemistry-Roof-Screen-Wall-Replacement-2017-Vendor-Version.pdf

NOTE: I have sent the PWR schedule and the bid documents. I cannot email the drawings as they are too large. When they are posted to the website, you may download the drawings.

Dear Vendors:

Wayne State University invites you to participate in the Request for Proposal process, for the **Chemistry Roof Screen Wall Replacement**, for Wayne State University, WSU Project **007-287391**.

Bidding documents may be obtained by vendors from the University Purchasing Web Site at <http://go.wayne.edu/bids> beginning **September 5, 2017**. When visiting the Web Site, click on the "**Construction**" link in green.

If you are interested in participating in this process, you are **required** fill out and **FAX** the registration/intent form. 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:

September 12, 2017, 10:00 am
Wayne State University
Conference Room 237
5101 Cass Ave. Chemistry Building,
Detroit, MI 48202

The balance of the Calendar of Events is as follows:

| | |
|------------------------------|--|
| Issue RFP | September 5, 2017 |
| Mandatory Pre-Bid Conference | September 12, 2017, 10:00 am |
| Secondary walkthrough | (if needed) To be determined at the conclusion of the pre-bid conference, by those in attendance |
| Deadline for Questions | September 14, 2017, 12:00 noon |
| | September 19, 2017, 2:00 p.m. |
| Receipt of Bids | 25 calendar days after successful bidder qualification and recommendation of award. |
| Award of Contract | November 22, 2017 |

Substantial Completion

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 **\$7.75**. 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. Please confirm your participation and/or attendance at the **mandatory** pre-proposal conference by emailing your intent to participate (or not to participate) by sending Appendix 2 to **Valerie Kreher** at rfpteam2@wayne.edu no later than **12:00 noon on September 11, 2017**. Remember, you **MUST** attend the pre-bid conference in order to be qualified to respond to the bid.

Minimum Participation

- A. Pre-registration for the Pre-Bid meeting is required. In the event that we do not have four (4) or more eligible bidders pre-registered, the University reserves the right to postpone the Pre-bid meeting with up to 4 business hour notice.
- B. If less than 4 individual contractor firms attend the mandatory 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).
- C. 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.

Should you have any questions or concerns about this invitation, please contact me at **(313) 577-3720**. Thank you for your interest in doing business with Wayne State University.

Sincerely,

Valerie Kreher, Senior Buyer

Cc: **Omar Alhyari**, Project Manager
Leiann Day, Associate Director

Attachment

REGISTRATION/INTENT FORM

RFP Chemistry Roof Screen Wall Replacement,
PROJECT # 007-287391

Please use this form to indicate your attendance at our mandatory Pre-proposal meeting to be held on, **September 12, 2017 at 10:00 am** and your intent to submit a proposal for the services listed. Please type or print the information requested below, then email to attention of **Sonya Hubbard** at **RFP@Wayne.edu** by, **September 11, 2017, 12:00 noon**.

Vendor Name: _____

Contact Person: _____

Telephone: _____ (_____) _____

E-mail _____

YES_____ I will be attending the **Mandatory** meeting **RFP Chemistry Roof Screen Wall Replacement, Project 007-287391 on September 12, 2017.**

Location: **Wayne State University,**
 5101 Cass Ave. Chemistry Building, Conference Room 237,
 Detroit MI 48202

Time: **10:00 am**

NO_____ I will not participate in the Request for Proposal and will not be submitting a response.

I understand that this will not affect our status as a potential supplier to Wayne State University.

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

Valerie Kreher
Senior Buyer

Valerie Kreher
Senior Buyer
ab4889@wayne.edu
313-577-3720