February 1, 2016

Dear Vendors:

Wayne State University invites you to participate in the Request for Proposals (“RFP”) process for the Student Housing Development Project (“Project”) at Wayne State University (“Wayne State” or “University”). Bidding documents may be obtained by vendors from the University Purchasing website at http://www.forms.procurement.wayne.edu/Adv_bid/Adv_bid.html beginning February 1, 2016. To locate the RFP and associated appendices, attachments, and / or addenda, click on the "Construction" link in green.

In order to be qualified to respond to this RFP, it is mandatory that at least one representative of the prime entity attends an on-site pre-proposal meeting that will include a presentation of the Project and RFP process, question-and-answer session, and tours of sites included in the Project.

Please confirm your attendance or non-attendance by completing and emailing the attached Registration / Intent form to the attention of Rachel Lynn of Brailsford & Dunlavey, Inc., at rlynn@programmanagers.com no later than 5:00 P.M. EST on February 5, 2016. Information about the pre-proposal meeting is included below and in the RFP:

February 9, 2016, 11:00 A.M. EST
Wayne State University Student Center
Room Hilberry D
5221 Gullen Mall
Detroit, Michigan, 48202

The milestone dates for the RFP process are outlined below:

<table>
<thead>
<tr>
<th>Event</th>
<th>Date</th>
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<tbody>
<tr>
<td>RFP Issuance</td>
<td>February 1, 2016</td>
</tr>
<tr>
<td>Mandatory On-site Pre-proposal Meeting</td>
<td>February 9, 2016, 11:00 A.M. EST</td>
</tr>
<tr>
<td>Due Date for Written Questions</td>
<td>February 22, 2016, 5:00 P.M. EST</td>
</tr>
<tr>
<td>Due Date for Proposals</td>
<td>March 14, 2016, 2:00 P.M. EST</td>
</tr>
<tr>
<td>Notification of Shortlist</td>
<td>Week of April 4, 2016</td>
</tr>
<tr>
<td>Selection of Private Entity or Entities for Negotiation of Terms</td>
<td>Week of April 25, 2016</td>
</tr>
</tbody>
</table>
For your convenience, a map of Wayne State and available parking lots / structures may be downloaded and printed from: http://campusmap.wayne.edu/. Guest parking in any of the University’s student and guest lots is $7.00. A detailed list of lots accepting cash and coin may be viewed at http://purchasing.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.

Sincerely,

Rachel Lynn
Senior Project Manager
Brailsford & Dunlavey, Inc.
REGISTRATION / INTENT FORM

Student Housing Development Project

Please use this form to indicate your intent to attend the mandatory on-site pre-proposal meeting for the Student Housing Development Project at Wayne State University. Please type or print the information requested below and email the form to the attention of Rachel Lynn (Brailsford & Dunlavey, Inc.) by February 5, 2016, at 5:00 P.M. EST.

Vendor Name: __________________________________________________________

Contact Person: _________________________________________________________

Telephone: (_____) _____________________________________________________

E-mail: ___________________________________________________________________

YES _______ I will attend the mandatory pre-proposal meeting for the Student Housing Development Project on February 9, 2016, at 11:00 A.M. EST.

NO _______ I will not participate in the Request for Proposals for the Student Housing Development Project and will not be submitting a response.