



October 14, 2016

TO: ALL BIDDERS

SUBJECT: INVITATION TO BID

REFERENCE: **15th & North Housing Development
Bid Packages #1 & #2**

Ladies/Gentlemen:

You are hereby invited to submit your firm's Lump Sum Proposal for the above-referenced work in accordance with the appropriate bid package and drawings prepared by **Continuum Architects + Planners** and all other applicable contract documents.

PROJECT DESCRIPTION:

The 15th & North Housing Development includes the historic renovation of the existing 3-story Blommer building into (36) new apartment units, and construction of a new 4-story slab-on-grade building next to it with (28) new apartment units. Neither building will have a lower level parking garage, all parking will be on the surface lot to the North of the buildings.

SBE, MBE, and Section 3 contractors or contractors that commit to employ or have employees which are Section 3 residents are highly encouraged to bid. Project requirements of 30% EBP. This includes all 8(a) Small, and Disadvantaged Businesses.[DBE, MBE, SBE, WBE, DVB, SDVOSB, VOB]. Planned Workforce Development Hiring of (1) hire per construction trade and 40% RPP is also required.

The following contract documents will be included in this Bid Package:

I. PROJECT MANUALS

1. Bid Package Release Cover
2. Invitation to Bid
3. General Instructions to Bidders
4. Sample Contract Agreement
5. Sample Purchase Order
6. Sample Certificate of Insurance
7. Greenfire Safety Program
8. Bid Form
9. Scope Description for Each Bid Package (Exh E)
10. Drawings
11. Preliminary Milestone Schedule

II. DRAWINGS

Drawings provided by Continuum Architects + Planners. All contractors are responsible to review the documents thoroughly, and for providing all materials and means of construction necessary for the completion of the work in accordance with the intent of the drawings. It is the bidding contractor's responsibility to complete a thorough survey of the project site.

Access to the bid package documents and drawings will be made available through ISQFT, or the Bidding Documents Dropbox Link @ <http://greenfire.com/historic-blommer-redevelopment>

III. PROPOSAL FORMS

Scope of work is defined in the Exhibit E bid proposal forms. Proposal forms will be posted to ISQFT

PRE-BID MEETING

There will be a Pre-Bid Meeting and Walk-Thru on Thursday November 3rd, 2016 at 9am.

Bidders are reminded of the following:

1. All technical questions during the bidding period should be referred to Ed Person at ed.person@greenfire.com All Requests for Information / questions must be submitted in writing. The last day to submit questions is **Tuesday, November 15, 2016 at 2:00 pm**. Questions shall be answered via email or a Supplement posted to ISQFT.
2. The Proposal Bid Form & Exhibit E must be filled out **completely**. Bids must be complete and include all work in accordance with the bid documents.
3. **Bids are to include insurance requirements in accordance with the Sample Insurance Terms and Conditions and sample Certificate of Insurance.**
4. Greenfire Management Services will hold the Contract Agreement with the successful Trade Contractor. The sample form of Contract Agreement is included in the bid documents.
5. **All Bids are to be received by Friday, November 18th, 2016 at 2:00 p.m.**
All bids are to be received via email (ed.person@greenfire.com). Bids are to be marked for: **“15th & North Housing Development”**

If you have any questions or desire additional information, please contact the undersigned at (414) 290-9406.

Sincerely,

Greenfire Management Services

Ed Person

Cc: Jeb Meier, Greenfire Management Services LLC
Thomas Heinrich, Greenfire Management Services LLC
Daniel Grams, Greenfire Management Services LLC

