



CITY OF ANN ARBOR, MICHIGAN

727 Miller Avenue, Ann Arbor, MI 48103

Phone (734) 794-6720

Fax (734) 994-0781

<http://www.a2gov.org>

ANN ARBOR HOUSING COMMISSION

ITB-4183 – Optional Pre-Bid Conference – Thursday, September 22, 2011 – 10:00 AM

Miller Manor, 727 Miller Ave., Ann Arbor, MI 48103

Minutes / Notes

AAHC Representatives Leading the Conference:

Kevin Centala, Public Housing West Residency Manager

Beth Yaroch, Public Housing East Residency Manager

Conference Started: 10:00 AM

Introductions: Kevin and Beth introduced themselves and provided contact information.

Kevin Centala presented a brief overview of ITB-4183 and noted the following:

- Note due date, location and the 10 AM time
- Page 5 – number of copies needed
- This is a HUD Wage Rate project – and we'll need and ask for payrolls throughout the season
- SCOPE OF WORK – please go through and be as clear as possible and include such things in the minutes – the AAHC will determine the low bidder or bidders on a per push OR seasonal pricing.
- Re: Insurance – no requirement for Errors and Omissions; this paragraph is in every procurement – page 17
- Copy of HUD Wage Rates
- Remind that all must complete the HUD 5369-C
- All also must list any addenda if there are any.

This ended the presentation portion of the Conference.

Questions and Answers:

Question 1: Is there a CUB Agreement in place/required under this procurement?

Answer 1: No.

Question 2: Paths to parks included?

Answer 2: Only areas on AAHC property is included so the portion of such paths on the AAHC property would be included and other portions of that path would not be included.

Question 3: Is removal of snow required at the North Maple courtyards?

Answer 3: No, but large 3-foot to 4-foot paths are expected to be plowed and salted if part of the sidewalk and driveway areas on the property.

Question 4: Do you have detailed site maps?

Answer 4: No, only location maps are provided as part of the bid package. All potential and actual bidders are encouraged to visit the sites listed in the ITB.

All bidders attending chose not to take part in an optional tour of sites.

End of Conference: 10:40 AM