

## INVITATION TO BID

Date: 09/04/24  
Project: The Conway at Huxley  
Madison, Wisconsin

**Bid Due Date: Wednesday, September 25<sup>th</sup>, 2024 at NOON CST**

**Please respond by Wednesday, September 11th your intention to bid or to decline to bid this project.**

We invite you to submit a proposal for your work as it relates to the above referenced project. Please note the following items in preparation for your bid:

1. **Project Description:** The Conway is an affordable housing development consisting of a 4-story wood framed structure on top of an above grade precast podium garage structure. The building consists of 50 units with fitness, club room, and leasing area, as well as a local community organization office space.
2. **Bid Due Date:** Bids are due to project contact below by **Wednesday September 25th at NOON CST**. Bids must clearly state the proposed scope of work, and be a fully inclusive and complete proposal for listed scope of work and per drawings & specifications. Any exceptions, substitutions, additions, or voluntary alternates must be clearly identified.
3. **Schedule:** Anticipate Project Start Date: April 1th 2025
4. **Project Contacts:**  
Alison Gorham  
Vice President  
[agorham@mcshane.com](mailto:agorham@mcshane.com)  
(608) 577 - 0600
5. **Document Management:**
  - a. Bid documents can be downloaded from Building Connected
  - b. The information, data and drawings embodied within this correspondence are strictly confidential and are supplied on the understanding that they will be held confidentially by you and not disclosed to third parties without the prior written consent of McShane Construction Company.
6. **Bidding Documents:** The following documents are available electronically on Building Connected in order to assist in your understanding of the intent for the Project. These documents will become contract documents and they include:
  - a. Invitation to Bid/Bid Instructions dated 09/04/24 (this document)
  - b. Civil & Landscape Drawings dated 07/15/24 by JSD
  - c. Architectural & Structural Drawings dated 08/13/24 by Knothe & Bruce
  - d. MEP Bid Clarifications dated 09/04/24 by McShane
  - e. Standard McShane Documents for review:

- i. MCC Master Subcontract Agreement Wisconsin dated 7/15/16
  - ii. McShane Subcontract General Conditions - Wisconsin dated 12/11/15
  - iii. Rider A – Sample Insurance Certificate dated 3/22/17
  - iv. Rider E – Subcontractor Safety Requirements dated 7/15/16
  - v. Exhibit C – G702 dated 7/15/16
  - vi. Exhibit D – G703 dated 7/15/16
  - vii. Exhibit E – M706 Form dated 7/15/16
  - viii. Exhibit F – 2<sup>nd</sup> Tier Subcontractor Agreement dated 9/21/2015
  - ix. WHEDA requirements
  - x. Textura TPM Information
7. **Emerging Business Program:** This project will be participating in the WHEDA Emerging Business Enterprise Programs. The program requires utilization of a minimum of 25% EBE businesses. All WHEDA certified emerging businesses and contractors are encouraged to submit proposals. More information about the program is included in the WHEDA exhibit in the bid documents.
8. **Certifications:** This project is following the WHEDA Emerging Business Program. Certifications accepted include 8(a) Small Disadvantaged Business, Disadvantaged Business Enterprise - or DBE, Emerging Business Enterprise - or EBE, Minority Business Enterprise - or MBE, Small Business Enterprise - or SBE, Women Business Enterprise - or WBE, Veteran Owned Business - or VOB, Serviced Disabled Veteran Owned Small Business - or SDVOSB, Wisconsin Department of Administration - or DVB. All contractors holding such certifications are encouraged to submit proposals for this project.
9. **Workforce Development:** The project as a whole will be subject to the WHEDA Workforce Development hiring program, requiring (12) total workforce hires on the project. Subcontractors will be asked to participate in the hiring efforts. Additional details outlining the WHEDA Emerging Business and Workforce Development programs can be found at the following link:  
<https://www.wheda.com/Emerging-Business-Program/>
10. **Wisconsin Green Built Homes GOLD and Energy Star Multifamily:** This project will be obtaining an Wisconsin Green Built Homes Gold and Energy Star Multifamily certification.
11. **Questions/Clarifications/RFI's:** Please submit any and all questions/clarifications/RFIs via email to project contacts listed above.
12. **Taxes:** Subcontractor shall pay all sales, consumer, use, and similar taxes for the work provided.
13. **Value Engineering:** As you prepare your bid, consideration will be given to all voluntary options that offer added value with regard to building function or cost.
14. **Insurance Requirements:** All subcontractors must provide and maintain insurance in accordance with the contract requirements. Prior to any work being performed on the jobsite, it is mandatory that the subcontractor provide McShane Construction with the specified Certificates of Insurance. Builder's Risk Insurance shall be provided by the Owner or McShane Construction for the benefit of the subcontractors. A sample certificate of insurance, Rider A, can be found on the Box site in the provided link.
15. **Safety Requirements:** All subcontractors and vendors must comply with OSHA safety rules and regulations in addition to all federal, state and local safety requirements. McShane safety language can be found in section 9 of the McShane General Conditions. Safety requirements, Rider E, can be found on the Box site in the provided link.

16. **Quality Assurance:** All subcontractors and vendors must comply with McShane Construction's Quality Assurance Program.
17. **Pre-Qualification:** Pre-Qualification: Prior to the award of any subcontract over \$25,000, subcontractors shall submit prequalification information to be approved by McShane Construction through the Textura Prequalification Management System ("Textura PQM"). Subcontractor shall be responsible for the fees and costs associated with Subcontractor's use of Textura PQM. Applicable fees are set by Textura. Subcontractor should contact Textura directly at 1-866-TEXTURA to determine subscription options and applicable fees.
18. **Billing:** Monthly pay applications will be processed through the Textura TPM system. Subcontractor acknowledges the additional cost to use Textura TPM for billings.
19. McShane Construction reserves the right to reject any and all bids, to waive informalities and irregularities and to accept any bid considered advantageous.