

**Dayton Metropolitan Housing Authority dba  
Greater Dayton Premier Management (GDPM)  
400 Wayne Avenue, Dayton, Ohio 45410**

# **BIDDER'S PACKET**

---

**IFB # 19-01 Telford-Shroyer RAD Conversion Project  
Kettering, OH 45419**

---

**PRE-BID DATE / TIME:  
Thursday, May 16, 2019 at 10:00 AM**

**BID OPENING DATE / TIME:  
Friday, May 31, 2019 at 1:30 PM**

**LOCATION:  
400 Wayne Ave Dayton, Ohio 45410**

**Time Table:**

|                        |  |
|------------------------|--|
| Wednesday, May 1, 2019 | Date IFB Issued  |
| Thursday, May 16, 2019 | Pre-Bid Conference @ 400 Wayne Ave @ 10:00AM   |
| Tuesday, May 21, 2019  | Deadline for written questions from vendors  |
| Friday, May 24, 2019   | Deadline for responses to written questions from vendors, addendums and/or clarifications to vendors |
| Friday, May 31, 2019   | Public Bid opening @ 400 Wayne Ave @ 1:30PM  |

# **INSTRUCTIONS**

*PLEASE READ THOROUGHLY*

Visit: <http://www.gdpm.org/doing-business-with-gdpm/invitation-bids.html> to check for Clarifications, Addendums, Response to Inquiries, Companies that Attended Pre-Bid, and Bid Results.

All bids packets must be delivered in a Sealed Envelope. All bid packets must be received on or before the date and time of the Bid Opening. If mailing a bid packet, ensure bid will arrive on time at the address below. Bid packets received late will not be accepted.

Mail bid packet to: Greater Dayton Premier Management  
400 Wayne Avenue,  
Dayton, Ohio 45410  
Attn: Compliance Department/IFB # 19-01

The next page lists all of the forms that **MUST** be presented to submit a complete bid packet.

The entire IFB and Bid Form are available through RDA Group Architects at the contact information provided below.

**All bid packets must have exhibits in the order listed on the following page.** The bidder must submit one (1) completed original bid packet that includes all of the exhibits. Bid packets do not need to be formally bound, but it is requested that documents be clipped together.

Please read bid documents carefully. If a company has questions, it is advised that a representative attend the Pre-Bid Conference and/or submit questions to [procurement@gdpm.org](mailto:procurement@gdpm.org) by the deadline for submitting questions.

Questions regarding exhibits and the submission of bids may be directed to: **GDPM's PROCUREMENT DEPARTMENT**  
Contact: Latia Pempsell  
Phone: 937-910-7500  
E-mail: [procurement@gdpm.org](mailto:procurement@gdpm.org).

Questions about the bid scope, specifications and requirements may be directed to:  
**RDA GROUP ARCHITECTS, LLC**  
Contact: [Jonathan Schaaf RA | LEED AP | RRO](#)  
Phone: 937-610-3440  
Cell: 937-609-5280  
E-mail: [jrs@rda-group.com](mailto:jrs@rda-group.com)