Thank you for your interest in this Project at the University of Alabama. Please read this entire document for information on how to obtain plans and specifications and prequalify for this project.

**WHO IS REQUIRED TO PREQUALIFY FOR THIS PROJECT?**

The following are required to prequalify prior to submitting bids or working on this project. Please note that firms listed on the UA Prequalification Master List in the categories below will not be required to prequalify. Firms listed on the Master List for any category other than General Contractor are not required to prequalify to work as subcontractors in the trades(s) for which they are listed, but must prequalify or receive a waiver to bid this project as a prime contractor. For a copy of the UA Master List, contact the UA Project Manager listed below.

**General Contractors, Prime Demolition Contractors, Prime Masonry Contractors, Demolition Subcontractors, and Masonry Contractors**

**NOTE:** The University's Master List is not applicable for General Contractors or Prime Contractors for this project. All parties seeking to bid this project as a General or Prime Contractor must submit a prequalification packet or receive a waiver. The UA Master List for masonry subcontractors is applicable and any masonry subcontractor on the UA Master List will be considered prequalified to work as a subcontractor. All other subcontractors must submit a prequalification packet or receive a waiver.

**HOW DO I SUBMIT A PREQUALIFICATION PACKET?**

Applicants seeking to prequalify for this project should request a prequalification packet from:

**Brad Cook, UA Project Manager**
The University of Alabama, Construction Administration  
1205 14th Street, Tuscaloosa, AL 35401  
205/966-8094  
bcook@fa.ua.edu

When submitting completed packets, please return:

**Two (2) hard copies to:**  
Brad Cook, UA Project Manager  
The University of Alabama, Construction Administration  
1205 14th Street, Tuscaloosa, AL 35401

and

**One (1) hard copy to:**  
Alan Crotwell, Project Architect  
Birchfield Penuel and Associates  
2805 Crescent Ave, Suite 200 – Birmingham, AL 35209

Applicants must submit hard copies of prequalification submissions. Faxed, emailed or late submissions will not be accepted. In reviewing the submittals, emphasis will be placed on your firm’s experience with projects similar in size and type to this Project and experience with projects on college campuses.
Preliminary Plans and Specifications can be reviewed in the UA Plan Room on Monday, September 12, 2016.

Final Plans and Specifications can be reviewed in the UA Plan Room on Thursday, October 13, 2016.

Final Plans and Specifications will be available for printing and/or examination in the above-listed plan rooms on Thursday, October 13, 2016.

When and Where can I get copies of plans and specifications; how much is the deposit?

Plans, Specifications, and Contract Documents will be available on the dates listed below, are open to public inspection, and may be obtained from the Architect/Engineer. Up to two sets of full-size drawings and specifications may be obtained by Contractors, upon request to the Architect/Engineer and upon payment of the deposit listed below, made payable to the Architect/Engineer, which is refundable in full upon the return of the drawings and specifications in good condition within ten days after the bid opening, else deposit shall be forfeited. Additional sets for bidders, subcontractors, vendors, or dealers may be obtained upon payment of the same deposit. This deposit shall be refunded less the cost of printing, reproduction, handling, and distribution, upon return of the documents in reusable condition within ten days after the bid opening.

Plans and specs will be available starting Thursday, October 13, 2016.

The deposit is $100.00 per set.

To obtain plans and specs contact Alan Crotwell at Birchfield Penuel and Associates, 205-870-1876.

This attachment is part of the Contract Documents and shall be binding on parties seeking to bid or work on this Project. The terms and dates contained herein may be changed by addendum and it is the bidder’s responsibility to review any addenda prior to bid submission.
to bidding. Bid security shall be deposited with each bid as provided in Instructions to Bidders. No bid may be withdrawn after the scheduled closing time for the receipt of bids for a period of 60 days. The Owner reserves the right to reject any or all bids and to waive informalities and technical errors if, in the Owner’s judgment, the best interest of the Owner will thereby be promoted. All bidders shall meet licensing requirements of Title 34, Chapter 8, Code of Alabama and must show evidence of license before bidding or bid will not be received or considered. Bidder shall show such evidence by clearly displaying its current license number on the outside of the sealed envelope in which the proposal is delivered.