

To: BEP Recipients (All Divisions)
From: Asset Preservation Department
Date: September 4, 2018
Re: Amendment to BEP Notice 18-101: Bidding, Demolition, & Sample Demolition Observation Procedures

On March 22, 2018, IHCD released BEP Notice 18-101: Bidding, Demolition, & Sample Demolition Observation Procedures. Notice 18-101 established new procedures related to bidding, Pre-Bid and Pre-Demolition meetings, and Sample Demolitions/Sample Demolition Observations. This Notice hereby amends the procedures and practices related to Pre-Bid meetings and Sample Demolition Observations as outlined in BEP Notice 18-101.

Pre-Bid Meetings

Effectively immediately, IHCD is no longer requiring that Recipients conduct a Pre-Bid meeting prior to the acceptance of bids for demolition. Pre-Bid meetings are encouraged and Recipients may still schedule and conduct these meetings as they deem necessary. Recipients may request either IHCD or BLN attend.

Recipients wishing for IHCD and/or BLN to participate should still adhere to scheduling practices set forth BEP Notices 17-94 and 18-101.

Sample Demolitions/Sample Demolition Observations

IHCD will no longer require a Sample Demolition Observation for Contractors that have successfully completed a Sample Demolition. The requirement for conducting a Sample Demolition Observation for each and every bid package is hereby repealed.

Effectively immediately, IHCD will only require that a Recipient/Contractor undergo a Sample Demolition Observation if one (1) or more of the following conditions is applicable:

1. The Recipient has awarded a contract for demolition to a Contractor who has not previously completed a BEP demolition or undergone a Sample Demolition previously;
2. The Recipient has awarded a contract for demolition to a Contractor who previously underwent a Sample Demolition Observation in which BLN and/or IHCD observed violations of the BEP Technical Specifications
3. BLN and/or IHCD have observed potential violations of the BEP technical specifications during a greened property site check, post-demolition; and/or,
4. The Recipient requests that a sample demolition be conducted **and** BEP Staff approve the request.

Bid Package Review

IHCD has not modified or repealed any prior procedures and practices related to bid package review. All Recipients must continue to submit bid packages for review to BLN and IHCD prior to letting a bid package. Recipients should still adhere to the practices set forth BEP Notices 17-82 and 18-101.

Pre-Demolition Meetings

IHCD has not modified or repealed any prior procedures and practices related to Pre-Demolition Meetings. Pre-demolition meetings are required for each and every bid package. IHCD and/or BLN must attend each and every Pre-Demolition Meeting, either in-person or by phone. Recipients should still adhere to scheduling practices set forth BEP Notices 17-94 and 18-101.

