

To: BEP Recipients (All Divisions)
From: Asset Preservation Department
Date: November 1, 2019
Re: Amended Bidding, Notice, and Hearing Requirements

This Notice amends BEP Notices 17-82, 18-101 and 18-106. This Notice hereby amends the procedures and practices related to Bidding, Pre-Bid meetings, Pre-Demolition meetings and Sample Demolitions.

Bid Packages

Recipients **MUST** continue to competitively bid all BEP demolitions. All bid packages released on or after November 1, 2019, must be released using the approved BEP Bid Package with the approved BEP Technical Specifications approved for use after November 1, 2019.

Bid Package Review

IHCDA has not modified or repealed any prior procedures and practices related to bid package review.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 BEP Staff prior to letting a bid package. Recipients should still adhere to the practices set forth BEP Notices 17-82 and 18-101.

Pre-Bid Meetings

Pre-bid meetings are no longer required; however, BEP Staff continues to encourage pre-bid meetings 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 BEP Staff attend.

Recipients wishing for BEP Staff to participate should still adhere to scheduling practices set forth BEP Notices 17-94 and 18-101. BEP Staff will attend by phone when possible unless otherwise requested.

Pre-Demolition Meetings

Pre-demolition meetings have been and continue to be required for each BEP bid package issued by a Recipient. The meetings allow the Recipient, the Contractor(s) and BEP Staff to review the BEP Technical Specifications in depth prior to the commencement of work associated with a given bid package. BEP Staff 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.

Sample Demolitions

Sample Demolitions will not be available in 2020. Recipients are required to maintain the required sample demolition documents for each and every BEP demolition. BEP Staff reserve the right to request this documentation during the program or at any time during the audit process.

BEP Staff strongly encourage Recipients to conduct their own sample demolition in addition to the required BEP oversight' especially, for contractors that have not previously completed BEP work.

