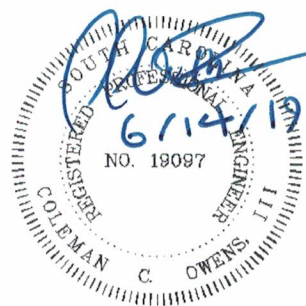
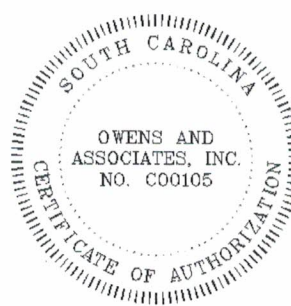


To: Prospective Bidders  
From: Owens and Associates, Inc.  
Date: June 14, 2019



We would like to take this opportunity to point out several critical provisions of this bid process and the requirements included in the contract documents:

1. Mandatory Pre-Bid Conference

In order for their proposals to be considered, all of the qualified bidders must be in attendance at the **Pre-Bid Conference scheduled for 10:00 a.m. on Thursday, June 27, 2019** at the Myrtle Beach Convention Center Conference Room on the second floor at 2101 N. Oak Street, Myrtle Beach, SC.

Potential subcontractors and suppliers are encouraged, but not required, to attend as well.

2. Bidders Representation

Your careful reading of the bidder's representation is imperative because by signing and submitting it with your bid figure, you will be representing to the Owner that 1) your detailed examination of the drawings and specifications has turned up no ambiguities which need clarification, 2) only authorized data have been used to arrive at your bid figure, and 3) the experience and capabilities of your firm, your workmen and your subcontractors are particularly well-suited to the construction of this type of project.

Please note that each of your subcontractors must also submit a signed copy of the bidder's representation before the Owner can award the contract.

If you find that you are unable to sign this representation because you believe the drawings or specifications are inadequate or erroneous in some way, please notify us at once so that corrective action can be taken. Similarly, if your bid figure is affected by information not contained in the construction contract documents, contact us immediately before submitting your bid.

3. Myrtle Beach Convention Center Continual Operation Requirement

Qualified bidders are reminded that the uninterrupted operation of the Myrtle Beach Convention Center during and after the construction project is an absolute requirement of this work. A complete schedule of all Convention Center events and activities for the duration of the project will be provided to the bidders at the Pre-Construction Conference.

Any scheduled activity or event of a magnitude that may materially affect construction work will be discussed in detail so that bidders are not only aware of, but can properly plan for the resources and manpower to conduct a safe and productive construction process concurrent with on-going Convention Center operations.

**END OF SECTION**