

September 27, 2011

**FROM: Hidden Valley Lake
Property Owners Association
19303 Schmarr Drive
Lawrenceburg Indiana, 47025**

**RE: Invitation to Bid –
New Pool House at Hidden Valley Lake,
Dearborn County, Indiana**

TO: Potential Contractor

Hidden Valley Lake ("HVL") is a premier residential/resort community in the Greater Cincinnati MSA located just outside I-275 in Dearborn County, Indiana. (Exhibit A) The Hidden Valley Lake Property Owners Association (the "HVL POA") will accept bids for a Pool House located at 20698 Lakeview Drive in HVL. Extent of the work is indicated on the drawings prepared by Allied Architecture and dated September 2011.

PROJECT SCOPE:

The successful Contractor will demonstrate to the Pool house Task Force, Parks and Recreation Committee and the Board of Directors that they can supply the following.

1. Build a pool house that meets the requirements supported by documents attached to this RFQ/P or at our website at <http://www.hiddenvalleylakepoa.com/ASP/HVLRFO.asp>.
2. Demonstrate, by design and references that they are the most qualified contractor.
3. Demonstrate the ability to complete the project and have the pool turned over to HVL POA by April 15, 2012. (The Selected Contractor will have a start date of approximately November 1, 2011).

Bid format:

The bid will be submitted with a coversheet clearly stating the lump sum cost of the entire project.

Construction documents may be obtained from HVL's website (www.hiddenvalleylakepoa.com) or on a cd-rom from the HVL POA office.

Bids shall be based on furnishing all labor, materials and services, equipment, trade permits, inspections, completion bond, overhead and profit (including all federal, state and local taxes), to complete the work for the entire project. Please include a copy of your standard contract.

HVL reserves the right to accept or reject any and all bids, or any part of any bid. HVL is not obligated to accept the lowest bid or any bid.

Itemizing of costs should be on a continuation page for at least the following:

1. Block and stack stone materials separate from installation.

2. Painting of block on the front exterior (south end – pump room), south side exterior next to baby pool (south side of building – pump room and storage), and locker room interior (material and labor separate).
3. Metal roof and installation.
4. Electrical, plumbing, and other trades as appropriate.
5. Flatwork.

Provide alternate bid options for:

1. Metal stall dividers in restrooms vs. block walls (HVL has 2/3 of the needed metal dividers – please see Community Manager)
2. Residential fans vs. commercial fans for air circulation
3. Low cost alternatives for reception counter/desk area
4. Other items within the project as designed, that will result in reducing the overall costs of the project.
5. Voluntary Alternatives: The primary construction material for this project is a CMU/split face colored block unit. If you believe there is an acceptable alternative construction material that will meet similar durability and longevity requirements, as well as meet the aesthetic requirements of this project (as represented in the construction documents attached), and result in lower overall costs for the project, please bid as such. If you intend to bid an alternate type of building with the same exterior aesthetic and floor plan as in our construction documents, the bid must include all information and documentation necessary to verify the durability/longevity/aesthetic requirements. Include at least one example of the alternate type of structure in use as a commercial pool house or similar use (i.e. includes restrooms with showers, office space, concession stand or small kitchen) in this region so that HVL can inspect and verify the compatibility of the structure with our intended use. Preparing documentation and obtaining state and county permits will remain the responsibility of any contractor bidding an alternate structure to the one designed in the attached construction documentation. They must be submitted within the same bid format mentioned above.

At the same time, HVL will be building a new Wading/Baby Pool. There will need to be coordination efforts with that contractor.

Schedule:

The schedule for this project will be aggressive. We anticipate selecting a contractor, and providing written authorization to commence work, on or before October 27, 2011. HVL is currently seeking the building permits based on the attached construction drawings and anticipates the permits being issued by October 20th. Project area will be released to the selected contractor approximately November 1, 2011. The completed Pool House must be turned over to HVL no later than April 15, 2012.

All bids must be delivered SEALED to the Hidden Valley Lake Property Owners Association office no later than October 17, 2011 at 5 PM. The bids will be opened at a public, Board of Directors meeting scheduled for October 17, 2011 at 6 PM. Any questions should be referred to the Community Manager at 812-537-3091 ext 4.

Sincerely,

Bruce Keller
Community Manager