



Dear Potential Bidder:

Your company has been contacted to pre-qualify for the new Duke Medical Pavilion. The new facility will be state-of-the-art and will be one of BE&K Building Group's most high profile projects which will be unsuccessful without the support, cooperation, and expert craftsmanship of every subcontractor we employ. BE&K Building Group has a firm commitment to perform every project that we undertake in the safest and most financially responsible means possible.

The Duke Medical Pavilion is a facility expansion project consisting of approximately 632,000 SF on a 2.5 acre site immediately adjacent to the existing Morris Clinic and Duke North Hospital. The 8-story concrete/steel structure consists of 7 stories above grade with a 1 story basement. The new addition will contain new PACU, OR's, exam/assessment, nuclear medicine, imaging, offices, and 160 patient rooms.

BE&K Building Group demands a safe and financially sound project from start to finish and has initiated prescreening policies to evaluate a contractor's financial wellbeing and soundness, safety performance and attitude, job experience and diversity, along with other criteria . The BE&K Building Group has established minimum safety performance, similar job experience, bonding capacity, insurance coverage, and financial standards which a contractor must meet to be eligible to compete for the work.

At BE&K Building Group we have adopted a policy of pre-screening all subcontractors for each individual project. Please complete all of the attached documentation and the following information:

- Provide a letter from your Surety Company stating their "AM Best's" rating and your company bond limits.
- List of the names, project experience, and duties of personnel who will be responsible for this project if it is awarded to your firm. This list, at a minimum, must include project manager, field superintendent, and foreman.
- Attach a certificate of insurance from your carrier that outlines coverage carried and the limits.

Bring all information it to the Outreach meeting on June 30, 2010 at 5:00pm:

Duke University School of Nursing Auditorium
307 Trent Drive
Durham, NC 27710

Thank you for your cooperation in this matter, and we look forward to working with you in the future.

Regards,

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