



Date: February 14, 2018

To: Trade Contractor – Supplier

Attn: Estimating, David Shpakovsky

Re: Buffalo Niagara Association of Realtors - Interior Alterations  
200 John James Audubon Parkway, Amherst NY

Dear Trade Contractor – Supplier:

You are invited to submit costing on your specified trade and or product for the above referenced project.

Please note the following:

**Due Date:** Thursday, February 22<sup>nd</sup> at 2PM

**Plans:** Attached via e-mail, unless the documents are too large, in which case they are available for download on [casilioco.com](http://casilioco.com) after logging into the Contractor Portal.

**Notes:**

- All RFI's are to be submitted in writing.
- Please email RFI's to David Shpakovsky ([davids@casilioco.com](mailto:davids@casilioco.com))
- In addition to the base bid, please forward suggested value engineering along with the price deduction.
- If you need assistance downloading documents from the website, please contact Sydney Powell ([spowell@casilioco.com](mailto:spowell@casilioco.com)).

Thank you, we look forward to hearing from you.

Cordially,  
David Shpakovsky  
Project Manager & Estimator  
Construction Services Group of Upstate New York, Inc.