Capital Imaging listserv instructions:

Construction projects
Capital Imaging website

Available work opportunities are posted on the [Capital Imaging website](#). There is no pre-qualification process to bid on our public jobs. Join the listserv to receive notification when a job is posted so you can bid on it if you desire.
Register

• In order to receive email notifications from our office on future projects, you will need to register to our listserv. For your convenience, we have provided detailed instructions complete with diagrams on how to register your company to be added to our listserv. Remember, it is important to keep contact information updated in order to receive the notifications. If you or someone from your company’s information changes, i.e., leaves the company, email address change, or name change, you must contact our office so that we can update the listserv.

• If you need assistance feel free to contact the IPF Engineering and Architectural Services office at (517) 355-3372.
Construction projects listserv instructions

Scroll through the slides for instructions and diagrams on how to register for the listserv. If you feel you do not need the diagrams, you can just follow the steps we have provided here.

1. Go to: http://ipf.msu.edu/
2. Proceed to: Business Partners
3. Proceed to: Projects out to Bid
4. Proceed to: Construction projects out to bid
5. Proceed to: “Log on (top right corner)”
6. Proceed to: “Register now”

- To complete the registration process, you must send an email to eas_contracts_requests@ipf.msu.edu. In the subject line, title the message “NEW LISTSERV ACCOUNT.” In the body of the message, be sure to include your name, your company name and a phone number if possible.
- If you ever wish to unsubscribe, you must send another e-mail to eas_contracts_requests@ipf.msu.edu. In the subject line, title the message “UNSUBSCRIBE LISTSERV ACCOUNT.”
Proceed to: Business partners;
Proceed to: Projects out to bid
Proceed to: **Construction projects out to bid**

**Projects out to bid**

*Construction projects out to bid*

This link shows projects that are open for bid to contractors. Construction projects as well as open-order contracts for other IPF work is listed here.

**Consultants-only RFQ/RFP**

Go here to find open consulting work.

**Construction management**

Jobs for construction managers are listed here.

**News and info via Capital Imaging portal**

News on the Capital Imaging website for contractors and consultants.
<table>
<thead>
<tr>
<th>Project Name</th>
<th>Details</th>
<th>Bid Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>Conrad Hall - Alterations to Room 100 - CP14119</td>
<td>View project details</td>
<td>October 2, 2014</td>
</tr>
<tr>
<td>Plant Biology - South Wing Cooling Tower Replacement - CP13357</td>
<td>View project details</td>
<td>November 5, 2014</td>
</tr>
<tr>
<td>Steam Distribution - Provide Abatement - Clean Steam Tunnel and Vaults between Vaults 180 to 206 - CP14259</td>
<td>View project details</td>
<td>October 2, 2014</td>
</tr>
</tbody>
</table>

Proceed to: “Log on” (top right corner)
Proceed to: “Register now”
Finishing up

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