

PROJECT FACT SHEET

OUTSIDE PLANT CONTRACTORS (Renovation and Construction Continuing Services) University of Central Florida (All Campuses)

PROJECT DESCRIPTION

The University of Central Florida (UCF) is soliciting qualifications from experienced commercial and industrial specialty trade contractors to provide underground duct bank and maintenance hole (MH) installation, Outside Plant (OSP) copper telephone cabling, and fiber optic cabling, including the splicing and termination of outside plant copper and fiber optic cables, and the testing of each copper cable pair and fiber optic strands. Services shall support a variety of Information Technology systems identified in **Attachment "B"** and may include new construction, renovations, alterations, repairs, and other related construction activities. Note that these limits may be updated over time to match the most current version of the Board of Governors' Regulations.

The University of Central Florida wishes to enter into an open-ended contract with multiple companies for a period of one year, with an option to renew for four additional one-year periods. The University has the right to amend the terms of the contract at each annual renewal. The selected firms' minimum bonding capacity shall be \$4,000,000 with a maximum of \$8,021,250.

The Contractor shall furnish all labor, supervision, materials, equipment, testing, documentation, and project management necessary to provide complete structured cabling systems for renovations, additions, repairs, and new construction projects at all University of Central Florida campuses.

Scope for Outside Plant Pathways and Spaces must be able to perform the following tasks in the UCF environments of the main campus, satellite campuses, and urban municipalities:

- Asphalt and road base replacement service
- Barricade and traffic control device service
- Concrete pumping service
- Concrete sawing, cutting, and core boring service
- Concrete sidewalk and curb replacement service
- Conduit inspection and cleaning service
- Crane with crane operator service
- Directional bore or jack & bore service
- Land clearing service
- Landscape restoration service
- Maintenance Hole (MH) setting service
- Well pointing and/or horizontal dewatering service
- Underground utilities detection service, via Ground Penetrating Radar

It is at UCF's discretion to choose among its selected Contractors the individual projects that Contractors will have the opportunity on which to propose. Contractor is required to

provide quotes for all such projects requested by UCF. If Contractor does not intend to submit a quote on a certain project, justification must be provided to UCF. UCF shall take non-responsiveness into consideration when awarding future work and determining whether contract options will be exercised.

A not-to-exceed percentage fee for overhead and profit will be established in the agreement. This fee will be effective for the life of the contract. When an individual Project arises, the Contractor will be provided a detailed description of the Project scope (plans and specifications when applicable) and asked to provide to the designated UCF Project Manager a cost proposal for completing the work. The cost of the work will include all costs related to completing the work plus the agreed upon percentage fee for overhead and profit. The Contractor will be required to seek competitive bids for all subcontracted work with a value over \$5,000 which will be included as part of the cost. Upon approval of the cost, the UCF Project Manager will submit a requisition to the University Purchasing Division, which, in turn, will issue a Purchase Order to the Contractor for the work.

NOTE: The Selection Committee may reject all proposals and stop the selection process at any time. The University also reserves the right to cancel the project at any time.

INSTRUCTIONS:

Carefully review the Contract posted with this advertisement at <https://www.fp.ucf.edu/resources/contract-documents/>. Submitting a proposal for this project constitutes complete agreement with, and acceptance of, the terms and conditions contained within these documents. **NO changes will be accepted.**

Contractors desiring to apply shall submit **only electronic submissions**, to be uploaded at: <https://ucf.bonfirehub.com/opportunities/254654>, comprising:

- A. a letter of interest;
- B. a copy of the Contractor firm's current license from the appropriate governing board. All applicants must be licensed and insured to practice as Contractors in the State of Florida at the time of application. Corporations must be registered to operate in the State of Florida by the Department of State, Division of Corporations, at the time of application.
- C. a completed Contractor Form;
- D. a list of completed jobs over the last three (3) years, with contract value, contact name, and telephone number;
- E. Provide three (3) letters of reference and recommendation prepared by your firm's client(s) for each specialty trade you are applying for hereunder. Reference letters should describe your performance on the projects. References may not be from UCF personnel;
- F. Provide a letter from your bonding company reflecting your current bonding capacity and rating; and
- G. narratives to address items listed in the Selection Criteria, as shown below

Please note that only ONE (1) file can be uploaded for the entire project submission.

Pages must be numbered consecutively. Proposals must not exceed 20 double-sided pages. Fonts must be a minimum 10-point font when printed full size. Points may be deducted from proposals exceeding the 20-page limit.

Detailed submissions instructions can be downloaded from the link shown above.

Applications that do not comply with all instructions may be disqualified.

Application materials will not be returned.

No oral communications shall be binding as a change to the Advertisement or Project Fact Sheet. Interpretation of the wording of this Project Fact Sheet shall be solely that of UCF and that interpretation shall be final. UCF may respond to questions deemed by the University to be material in nature.

It shall remain the responsibility of the firms participating in this solicitation to check the Planning, Design and Construction website (<https://www.fp.ucf.edu/vendors/current-advertisements/>) regarding any addendums and Notice of Change.

As required by Section 287.133, Florida Statutes, a contractor may not submit a proposal for this project if it is on the convicted vendor list for a public entity crime committed within the past 36 months. The selected consultant must warrant that it will neither utilize the services of, nor contract with, any supplier, subcontractor, or consultant in connection with this project for a period of 36 months from the date of their being placed on the convicted vendor list.

SELECTION CRITERIA

Companies will be evaluated on the following:

1. **Past Performance.** Provide information on five (5) projects that are similar in project type, size, and scope to what may be performed under this contract with UCF. Projects that are submitted that are not relevant in project type, size, and scope will receive no points. Clearly articulate within each of the 5 projects information regarding:
 - a) Project similarity in project type, size, scope, and cost;
 - type – owner entity, end users that the project serves;
 - size – footage, design type, number of conduits, type of materials
 - scope – describe primary spaces and their use
 - b) footage length and installation methods
 - c) Construction start and construction completion dates (month and year);
 - d) Original construction cost budget in the contract at start of construction; construction cost at owner accepted proposal; explain any discrepancies; NOTE: numbers should not be round numbers, but exact amounts of original construction budget and construction cost.
 - e) Owner's contact information (name, title, phone, email);
 - f) Names of team members who worked on the project, who are also proposed team members for this project; and

- g) Include representative pictures of the completed project (if any pictures are AI generated or enhanced, please indicate so on the image; AI images are not a negative, we just want this to be disclosed).

2. Experience and Ability. Describe your firm's experience and ability:

- a) working with public, higher education clients and their Standards and processes;
- b) with cost control, including methods employed
- c) describe your firm's organizational structure, staffing, and project management practices that enable you to successfully manage multiple concurrent projects;
- d) describe your firm's experience providing underground duct bank, maintenance hole (MH), outside plant (OSP) copper, and fiber optic infrastructure services for public agencies, colleges, universities, or other institutional clients.
- e) working in a High-Energy System Environment (PPE, training, onsite supervision), which includes Voltages, Lubricants, Air and Water, and confined space ability. Provide a narrative to address this ability.

3. Personnel. Provide bios for the following design team members, clearly indicating their experience with this project type, education, and licenses/certifications/credentials:

- Supervisor
- Project Manager
- Line Employee / Crew Member
- Field Engineer
- Specialty Technician

4. Location. Provide the address of your main office, and any regional/local offices you have, and provide details of what services and technical personnel you have at those locations. Indicate which office(s) the personnel leading this project will be operating from.

5. Quality Assurance/Quality Control. Work shall be completed in accordance with the latest ANSI/BICSI/EIA/TIA standards, original equipment manufacturer (OEM), and applicable codes, in addition to adherence to the University's standards and guidelines (installation practices, materials, and topologies).

6. Job-specific Qualifications.

- a) Change Order Avoidance. All change orders will be received in writing and must be approved by UCF prior to execution. Describe your experiences with eliminating scope creep and approach to cost estimating.
- b) Approach to Effective Supply Chain Management for capital replacement. Describe your company's approach to ensuring consistent supply chain management.
- c) Ability to respond to Disaster Relief Work during campus and state emergencies.
 - Include labor and equipment rates for disaster relief work requests.
 - Normal working hours
 - After hours (define times)
 - Weekends and holidays
 - Quantity of shifts vendors can support in one calendar day. (i.e. 1, 2 or 3)
 - Margin for material and equipment labor
 - Guaranteed response time

GENERAL INFORMATION

1. All applicants will be notified of the results of the short-listing in writing. Finalists will be informed of the interview dates and times and will be provided with additional project information, if available.
2. The Selection Committee will make a recommendation to the University President. All finalists will be notified in writing of the President's action. Upon approval by the President, negotiations will be conducted.
3. UCF Team Members may not discuss the project with interested firms during the entire selection process.

Attachment “A”
Certifications And Factory Authorizations

The Certifications below are required by Contractors:

- Accredited Fiber Certification
- Registered Communications Distribution Designer (RCDD). Each company must have at least one RCDD on staff to bid on any or all outside plant projects. Include name of staff member and RCDD number.
- Powder Actuated Tools Qualified Operator Certification.
- CDL for operating heavy machinery
- Underground Utility and Excavation License

All visits will be documented and report(s) sent to the appropriate UCF Planning, Design & Construction employee for record retention.

Attachment “B”

TELECOM MAINTENANCE HOLE (MH) PLACEMENT SERVICES

1. Telecom Maintenance Hole or MH, is the accepted term for an underground structure containing outside plant copper cabling, fiber optic cabling, CATV cabling, splices, etc.
2. Precast concrete MH placement tasks to be done for UCF IT include placement of the following: one (1) six inch thick by forty-two (42) inch inside diameter precast concrete grade ring, and one cast iron U.S. Foundry #651 or #652 ring with #CI-SSG cover:
 - a. 36-inch X 36-inch square X 36-inch head room precast concrete MH.
 - b. 48-inch X 48-inch square X 48-inch head room precast concrete MH.
 - c. Including the installation of Joint sealer between the components
3. Contractor is to perform all excavation, backfilling, and site restoration tasks.
4. Contractor is to install a minimum of twelve (12) inches of #57 or equivalent rock in the de-watered, or dry dig MH pits for a base, prior to MH installation.
5. Contractor is to install MH sections, grade rings and cover rings, so ground water leakage into the MH is prevented, by using asphaltic joint sealer provided by the precast concrete MH manufacturer.
6. When working in UCF IT’s MHs, OSHA Regulation #1910.268 "Telecommunications" shall be followed.
7. Where conduits enter MH, Contractor is to mortar the entrance and shall provide a brush finish.
8. Contractor is to slope the finished grade away from MH covers, in order to prevent surface water from draining into MHs.
9. MHs equipped with a forty-two (42) inch diameter access hole in the roof shall have the following installed:
 - a. One six (6) inch high by forty-two (42) inch diameter precast concrete grade ring, as specified for the particular MH installation by the UCF PDC Project Manager.
 - b. One US Foundry #USF 651: 10-inch-thick cast ring with #CI-SSG cover equipped with “Pick Bars”, or a US Foundry #USF 652: 5 5/8-inch-thick cast ring with #CI-SSG cover equipped with “Pick Bars”, as specified for the particular MH installation by the UCF PDC Project Manager. Those MH covers shall have the word “COMM” or “Communications” cast into them.

TUNNELING AND BORING SERVICES

1. All Boring will be horizontal directional boring.
2. Contractor is to perform all excavation, backfilling, and site restoration tasks.
3. Directional Drill conduit material shall be at a minimum SDR 11 smooth wall with an inside Diameter rating equivalent to the size of product, i.e., 2" = 2" ID, 4" = 4" ID. Exact conduit Size to be determined by the UCF PM.

CONDUIT PLACEMENT SERVICES

1. Contractor is to install four (4) inch Schedule 40 PVC conduit for duct bank construction projects.
2. Contractor is to install four (4) inch Schedule 40 PVC fittings using PVC glue for duct bank construction projects:
 - a. Four (4) inch PVC coupling: Carlon # E240N or equivalent
 - b. Four (4) inch PVC slip coupling: Carlon # E241N or equivalent
 - c. Four (4) inch PVC female adapter, one end threaded; to convert from PVC to metallic rigid conduit and four (4) inch black iron bore casings: Carlon # E942N or equivalent.
 - d. Four (4) inch PVC Transition Couplings: To connect four (4) inch Schedule 40 PVC conduit to four (4) inch continuous Polypipe installed via directional bore.
3. Contractor is to install plastic conduit spacers which provide a two (2) inch spacing between conduits for proper concrete encasement:
 - a. Four (4) inch conduit base spacer: Carlon # S288NJN or equivalent
 - b. Four (4) inch conduit intermediate spacer: Carlon # S289NJN or equivalent
4. Contractor is to install continuous runs of HDPE continuous conduit via directional bore under roads, sidewalks, trees and other utilities where specified on project.
5. Typical concrete encased duct bank layouts used on UCF's campuses are as follows:
 - a. One conduit (1-way duct bank) = O
 - b. Two conduits (2-way duct bank) = O O
 - c. Four conduits (4-way duct bank) = O O
O O
 - d. Six conduits (6-way duct bank) = O O O
O O O
6. Contractor is to perform all excavation, backfilling, and site restoration tasks.
7. Contractor is responsible for all trench supports, forms, trench boxes and equipment necessary to perform the work in question.

8. Concrete encasement goals are as follows:
 - a. Three (3) inches of concrete shall be placed between the trench floor and the underside of the bottommost conduits. The plastic base spacers are designed to provide the three (3) inch space.
 - b. Three (3) inches of concrete shall be placed between the outside edge of the plastic spacers and the side form. If form material is used, stakes shall be installed to provide this spacing. These stakes shall be removed soon after concrete is poured. Voids left by removed stakes shall be filled with concrete before concrete pours have set.
 - c. Three (3) inches of concrete shall cover conduits on top of encasements.
9. Contractor is to take steps to ensure that conduits do not float upward or move sideways during concrete pours, or during set-up time.
10. Contractor is to ensure that bottom of the duct bank trench is smooth, and debris free before placing plastic base spacers on the floor of trenches for the bottom row of conduits. Duct banks should slope toward MHs for drainage purposes.
11. Before concrete is poured, ensure any collapsed dirt or debris has been cleaned out from between conduits and from between conduits and trench walls or forms.
12. Pour 3,000 PSI concrete with # 57 aggregate for duct bank encasement. The Concrete Supplier may add calcium to shorten concrete setup time, as needed.
13. Where duct banks tie into MHs, Contractor shall install a minimum of four (4), five (5) feet-long #5 rebars to prevent shearing. Holes shall be drilled into MH walls, to a depth half of the wall thickness. Rebars shall be epoxied into the drilled holes and extend four (4) feet into the duct bank encasements.
14. Contractor is to ensure good flow of concrete around conduits and spacers is achieved.
15. Where duct bank stubs are indicated, Contractor shall install a minimum of four (4), five (5) feet-long #5 rebars to prevent sheering into the end of the stub outs. Rebars shall extend two feet six inches (2'-6") into concrete pour and extend two feet six inches (2'-6") beyond the end of the concrete pour.
16. Contractor is to furnish a brush finish of mortar inside of MHs where conduits enter the MHs.
17. Where conduits enter MHs via cast in duct terminators, Contractor shall seal the space around conduits, with appropriate material to prevent ground water and mud intrusion into MHs.
18. When working in UCF IT's MHs, OSHA Regulation #1910.268 "Telecommunications" shall be followed.

19. Contractor shall test all conduit runs containing new conduit installed end to end: between MHs, buildings, and stub out points. Testing is to be done by pulling a combination mandrel/stiff spine brush unit through the conduit. In cases where the mandrel/brush becomes lodged in conduit, it shall be the Contractor's responsibility to recover/repair the mandrel brush and repair any conduit/duct bank problems at no additional cost to UCF.
20. Contractor is to install one (1) nylon jet line with a minimum two hundred (200) pound tensile strength in all but one conduit in all duct bank runs end to end (i.e.: MH to MH, MH to building, etc.). Contractor is to ensure that the ends of the jet-line are tied to secure objects. In the remaining conduit, Contractor is to install one (1) long life detectable measuring/pulling tape with a minimum 1,250-pound breaking strength. Contractor is to provide the UCF PDC Project Manager with tape readings for the conduit end to end lengths. Contractor is to ensure that the ends of the tape are tied to a secure object.
21. Contractor is to install plastic duct plugs such as Carlon # P258NT plugs in all conduit stub out ends to prevent debris and dirt contamination from entering conduits.