

PROJECT MANUAL

for

UCF-618 Tower 2 Units Renovation

(name of project)

Residential Tower 2, 4290 W Plaza Dr, Orlando, FL 32816

(location)

B0130

(building number)

UNIVERSITY OF CENTRAL FLORIDA

BOARD OF TRUSTEES

DATE ISSUED:

August 21, 2026

Planning, Design and Construction

12479 Research Parkway, Orlando, FL 32826

Marcio Tetamanti, Senior Project Manager

marcio.tetamanti@ucf.edu - 407-289-0701

CALL FOR BIDS

made by the University of Central Florida Board of Trustees

PROJECT NAME, NUMBER & LOCATION: UCF-618 Tower 2 Units Renovation, University of Central Florida, Main Campus. The scope of Work is as follows:

The following UCF-618 Tower 2 Units Renovation request is to complete the renovation of UCF Residential Tower 2 student housing, including construction of a complete mock-up in 2026 and renovation of all residential units in 2027, as per the Schedule. The Work includes like-for-like replacement, repair, or treatment of flooring, paint, plumbing, lighting/electrical, HVAC, appliances, window treatments, cabinetry, countertops, restroom finishes, fire/life-safety components, accessibility-related components, and other specified furnishings and fixtures as specified below.

The Contractor shall clearly identify all assumptions, exclusions, alternates, unit prices, procurement constraints, and schedule impacts in the proposal.

The Contractor shall plan, coordinate, procure, and execute the Work to meet the project milestones listed in the Schedule, including the 2026 mock-up completion and the limited 2027 summer construction window for Tower 2.

- Contractor shall provide separate pricing for the 2026 mock-up phase and the 2027 renovation phase. Pricing for both phases shall remain firm and shall not be subject to escalation or price adjustment. The 2026 mock-up shall be priced on the basis of one (1) Type B unit as identified in the existing permit set, and alternate prices for the mock-up shall be provided for that same unit. The 2027 renovation phase shall be

priced for the full Project, including all residential units and RA units, and alternate prices shall be provided for the full scope.

- Contractor shall include in its proposal all anticipated cost impacts associated with the project schedule, including procurement timing, material and equipment lead times, labor availability, subcontractor pricing, market conditions, and execution of the 2027 renovation phase. No future cost increase, escalation, inflation adjustment, market adjustment, or price correction will be allowed for the 2027 renovation phase unless expressly approved in writing by UCF through a duly authorized contract modification.

PROJECT DOCUMENTS: UCF Planning, Design and Construction (PD&C) will give the Bidder access to e-Builder to review the Project Documents. The contact for UCF PD&C is Marcio Tetamanti, Senior Project Manager, email: marcio.tetamanti@ucf.edu, Phone Number 407-289-0701.

QUALIFICATIONS: All Bidders must be pre-qualified at the time of bid opening in accordance with Article B-2, Instructions to Bidders. Pre-qualification packages are due to UCF PD&C by **September 4, 2026, at 6:00 PM EDT**. UCF PD&C will notify each applicant as to whether it is qualified or not as soon as possible following the pre-qualification deadline.

Existing plans and Project Documents will be released only after pre-qualification has been approved by the UCF Project Manager and the signed Non-Disclosure Agreement (Attachment 08) is sent back to the bidder. UCF strongly encourages Bidders to submit their pre-qualification packages with the signed NDA as early as possible. The deadline for Project Manager approval is **September 9, 2026, at 6:00 PM EDT**.

MANDATORY PRE-BID WALK THROUGH: A mandatory pre-bid walk through for all pre-qualified will take place:

DATE AND TIME: September 11, 2026 between 10:00 AM and 11:30 AM EDT

PLACE: Residential Tower 2, 4290 W Plaza Dr, Orlando, FL 32816

All bid questions must be raised at this pre-bid walk-through and will be responded to by the Owner in writing to all qualified bidders. Only two representatives per company are allowed.

The Project Manager will confirm via email the exact time for the inspection to each bidder.

BIDS: Bids must be submitted in accordance with the requirements of the Project Documents and this Project Manual.

Bids will be received and opened on **October 01, 2026 at 6:00 PM EST** via Bonfire's Web Portal: <https://ucf.bonfirehub.com/opportunities/250540> . UCF shall in no way be responsible for or accept any proposals not uploaded prior to the closing date and time.

PUBLIC ENTITY CRIMES: As required by University of Central Florida Regulation 7.102.22, 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/contractor must warrant that it will neither utilize the services of, nor contract with, any supplier, subcontractor, or consultant in excess of \$15,000.00 in connection with this project for a period of 36 months from the date of their being placed on the convicted vendor list.

BADGING AND IDENTIFICATION: Criminal background checks and E-verification will be provided for all employees and sub-contractors. Picture ID cards will be worn at all times workers are on the job.

CONTRACT: Contract award will be made subject to the availability of funds.

By submitting a bid on this project, Bidder agrees to all terms of the Agreement, attached hereto and posted at www.fp.ucf.edu.

PROJECT MANUAL

INSTRUCTIONS TO BIDDERS

1.	Definitions.....	5
2.	Qualification of Bidders.....	6
3.	Familiarity with Laws.....	7
4.	Florida Products and Labor.....	7
5.	Taxes.....	7
6.	Progress Payments.....	7
7.	Alternatives.....	7
8.	Addenda.....	8
9.	Interpretation of Bidding Documents.....	8
10.	Examination of Bidding Documents and Site of Work.....	8
11.	Basis for Bidding – Trade Names.....	8
12.	Bid Guarantee.....	8
13.	Surety Companies Acceptable to the UCF Board of Trustees.....	10-11
14.	Preparation and Submission of Bids.....	12
15.	Bid Modifications.....	12
16.	Withdrawal of Bids.....	12
17.	Receipt and Opening of Bids.....	12
18.	Disqualification of Bids.....	12
19.	Rejection of Bids.....	13
20.	Bid Protest.....	13
21.	Contract Award.....	13
22.	Time of Completion and Liquidated Damages.....	14
23.	Partial Set of Bidding Documents.....	14
24.	Bid Form.....	15-18

B-1 DEFINITIONS

ADDENDA: A written or graphic instrument issued by the Architect/Engineer prior to the execution of the contract which modifies or interprets the Bidding Documents by addition, deletion, clarification and/or correction.

AGREEMENT: “Agreement” shall mean the document entitled “Owner-Contractor Agreement for Construction”.

ALTERNATE: An alternative use or type of material or an increase or decrease in the scope of the project, as specifically identified by the plans and/or the specifications.

BASE BID: The sum stated in the Bid for which the Bidder offers to perform the Work described in the Bidding Documents, to which Work may be added or deleted.

BIDDER: Any individual, firm, partnership or corporation submitting a proposal for the Work contemplated.

BIDDING DOCUMENTS: The Call for Bids, Instructions to Bidders, the Proposal Form and the proposed Contract Documents, including any Addenda issued prior to receipt of bids.

CALL FOR BIDS: The Advertisement for Bids and/or the Invitation to Bid.

CONTRACTOR: The individual, firm, partnership or corporation entering into the Agreement with Owner to perform the Work.

DRAWINGS: The illustrations or reproductions thereof pertaining to the Work to be performed which have been prepared or approved.

OWNER: University of Central Florida Board of Trustees.

PROJECT: The total construction of which the Work performed under the Contract Documents may be the whole or a part and which may include construction by the Owner or by separate contractors.

SPECIFICATIONS: A written list and description of materials and products that make up a building project, including their properties, information, installer qualifications, installation requirements, and warranty requirements.

SURETY: The corporate body which is bound with and for the Contractor, which is primarily liable and which guarantees the faithful performance of the Contract.

WORK: All construction and services required by the Contract Documents, whether completed or partially completed, including all labor, materials, equipment and services to fulfill the Contractor’s obligations. The Work may constitute the whole or a part of the Project.

B-2 QUALIFICATION OF BIDDERS

PREQUALIFICATION

In order to be eligible to submit a Proposal, a Bidder must:

- (1) Where the scope of the Work falls within the provisions of Chapter 489, Florida Statute, hold the required applicable license in good standing at the time of the receipt of bids;
- (2) Hold a currently active Florida Corporation Charter Number in accordance with Chapter 607, Florida Statutes, if the Bidder is a corporation;
- (3) Not be disqualified at the time of the bid submittal through disqualification procedures described in Chapter 6C-14.022, Florida Administrative Code;
- (4) Meet any special requirements set forth in the Special Conditions of this Project Manual (if any); and,
- (5) Not have been convicted of a public entity crime, within 36 months prior to the bid date for this project;
- (6) Demonstrate a minimum of fifteen (15) years of continuous operation as a general contractor under the submitting legal entity;
- (7) Demonstrate a minimum of five (5) completed renovation projects of similar type, being student housing, dormitory, apartment or hotel, each completed within the five (5) years immediately preceding the bid date. For each project the Bidder shall provide the owner name, owner reference and contact information, project location, contract value, number of units renovated, construction duration and completion date;
- (8) Demonstrate average annual revenue over the three (3) most recent fiscal years of not less than Twenty Million Dollars (\$20,000,000.00), evidenced by audited or reviewed financial statements;
- (9) Identify by name, and submit a resume for, each of the following proposed key personnel, each of whom shall have a minimum of three (3) similar projects and a minimum of five (5) years of experience in the role: Project Director; Project Manager; and Site Supervisor. Named key personnel shall be committed to this Project and shall not be substituted without the prior written approval of the UCF Project Manager; and,
- (10) Submit the pre-qualification package described above to UCF Planning, Design and Construction no later than the pre-qualification deadline stated in the Call for Bids.

EVALUATION OF PRE-QUALIFICATION

Pre-qualification packages will be evaluated by the UCF Project Manager and the UCF Portfolio Manager. UCF will notify each applicant whether it is qualified or not-qualified as soon as

possible following the pre-qualification deadline. In the case of applicants determined to be not-qualified, the specific reasons for non-approval will be provided. Bidders who fail to pre-qualify will not be considered for award.

B-3 FAMILIARITY WITH LAWS

The Bidder is required to be familiar with all federal, state and local laws, ordinances, rules and regulations that in any manner affect the Work. Ignorance on the part of the Bidder will in no way be considered relief from responsibility for compliance with their requirements.

B-4 FLORIDA PRODUCTS AND LABOR

The Contractor's attention is called to Section 255.04, Florida Statutes, which requires that on public building contracts Florida products and labor shall be used wherever price and quality are equal, subject to consideration set forth in that Section of the Statutes relating to comparisons of quality of materials, as well as qualifications, character, responsibility and fitness of material men, contractors, and builders proposed for employment.

B-5 TAXES

Contractors who purchase materials which will be used in the construction of a State-owned building will not be exempted from the sales tax on these materials.

The Owner is not subject to:

- Federal excise taxes on materials or appliances that are incorporated into and become a part of the completed improvement.
- Federal tax on transportation of property.

Where the purchase of materials to be incorporated in the Work are subject to federal excise tax, the Owner will furnish the Contractor the necessary Federal Excise Tax Exemption Certificate upon receipt of a copy of the supplier's invoice showing the item or items, the net price, and federal excise tax separately.

The Bidder shall take these factors into consideration in preparing the Proposal, including therein the cost of the state sales and use tax on materials, but excluding the cost of those taxes not applicable.

B-6 PROGRESS PAYMENTS

Based upon Applications for Payment submitted to the Owner by the Contractor and Certificates for Payment issued, the Owner shall make monthly progress payments to the Contractor.

B-7 ALTERNATES

All Alternates for this Project are additive. Alternates shall be listed on the Proposal Form in such a manner to clearly indicate what amounts are to be added to the Base Bid. No deductive Alternates are solicited or permitted. Failure of a Bidder to quote one or more Alternates may result in the bid being rejected.

B-8 ADDENDA

Should the Engineer find it necessary to supplement, modify or interpret any portion of the Bidding Documents during the bidding period, this will be accomplished by the issuance of written Addenda to the Bidding Documents which will be delivered or mailed to all known prospective Bidders. Addenda will be issued no less than seven (7) calendar days prior to the date scheduled for receipt of bids. Minor revisions, corrections or clarifications will be issued as addenda no less than three (3) calendar days prior to the date scheduled for the receipt of bids.

B-9 INTERPRETATION OF BIDDING DOCUMENTS

No interpretation of the meaning of the Drawings, Specifications, or other Bidding Documents, and no correction of any apparent ambiguity, inconsistency or error therein, will be made to any Bidder orally. Every request for such interpretation or correction shall be in writing, addressed to the Owner. All such interpretations and supplemental instruction will be in the form of written addenda to the Bidding Documents.

Only the interpretation or correction so given by the University, in writing, shall be binding. Bidders are advised that no other source is authorized to give information concerning, or to explain or interpret the Bidding Documents.

B-10 EXAMINATION OF BIDDING DOCUMENTS AND SITE OF WORK

Bidders are required, before submitting their Bids, to visit the site of the proposed Work and completely familiarize themselves with the nature and extent of the Work and any local conditions that may in any manner affect the Work to be performed and the equipment, materials, and labor required. They are also required to examine carefully the drawings, specifications and other Bidding Documents, to inform themselves thoroughly regarding any and all conditions and requirements that may in any manner affect the Work.

B-11 BASIS FOR BIDDING – TRADE NAMES

For clarity of description and as a standard of comparison, certain equipment and materials have been specified by trade names or manufacturers. To insure a uniform basis for bidding, the Bidder shall base the Bid on the particular systems, equipment or materials specified and approved substitutes. After bids are received, no equipment or materials will be approved as a substitute for the specified product.

B-12 BID GUARANTEE

Bids shall be accompanied by a bid guarantee of not less than five (5) percent of the amount of the base bid. This bid guarantee may be a certified check; cashier's check, treasurer's check or bank draft of any national or state bank; or bid bond made payable to the Owner. Such check or bid bond shall be submitted with the understanding that is shall guarantee that the Bidder will not withdraw the bid for a period of forty-five (45) days after the scheduled closing time for the receipt of bids; that if the Proposal is accepted, the Bidder will enter into a written contract with the Owner in accordance with the Agreement included as a part of the Contract Documents, and that the required Labor and Materials Payment Bond and Performance Bond for projects in excess of \$100,000 will be given; and that in the event of failure to execute said Agreement and given said bonds within ten (10) days after receipt of the form of Agreement and bonds from the

Owner, the Bidder shall be liable to the Owner for the full amount of the bid guarantee as representing the damage to the Owner on account of the default of the Bidder in any particular hereof. The bid guarantees shall be returned to all Bidders after execution of the Agreement and the Labor and Materials Payment Bond and the Performance Bond have been approved by the Owner. If the required Agreement and bonds have not been executed within forty-five (45) days after the date of the opening of the bids, then the bid bond or check of any Bidder will be returned upon request, provided the Bidder has not been notified of the acceptance of the Bidder's Proposal prior to the date of such request.

B-13 SURETY COMPANIES ACCEPTABLE FOR THE UNIVERSITY OF CENTRAL FLORIDA BOARD OF TRUSTEES

The Surety for the Bid Bond does not necessarily have to be the same as for the Labor and Material Payment and Performance Bonds.

A. Bid Bonds.

To be acceptable to the University of Central Florida Board of Trustees as Surety for Bid Bonds, a Surety Company must meet the following requirements at the time the invitation to bid is issued:

- a. Be in good standing with the Florida Department of Insurance.
- b. Be authorized or approved to do business in the State of Florida.
- c. Be authorized to write Surety Bonds in the State of Florida.
- d. The Bid Bond must be signed by Florida Licensed Resident Agent who holds a current Power of Attorney from the Surety Company issuing the Bid Bond.
- e. Have twice the minimum surplus and capital required by the Florida Insurance Code.
- f. Be in compliance with all other provisions of Florida Insurance Code (no violation).
- g. Hold a current valid certificate of authority issued by the United States Department of Treasury under SS 31 USC 9304-9308.

Additionally, pursuant to Section 624.425, Florida Statutes, the Bid Bond must be countersigned by a licensed and appointed agent in the State of Florida.

B. Performance Bonds and Labor and Material Payment Bonds.

For all projects in excess of \$100,000, the Contractor shall furnish the Owner with a State of Florida 100% Labor and Materials Payment Bond and a Performance Bond written by a Surety Company acceptable to the Owner and authorized to do business in the State of Florida and signed or countersigned by a Florida Licensed Resident Agent who holds a current Power of Attorney from the Surety issuing the Bond. Projects of \$100,000 or less are exempt from the requirement to provide such Bonds.

The cost of the Bonds shall be borne by the Contractor. The Bonds shall be accompanied by a duly authenticated or certified document, evidencing that the person executing the Bonds on

behalf of the Surety had the authority to do so on the date of the Bonds. In the usual case the conferring of that authority has occurred prior to the date of the Bonds, and the document showing the date of appointment and enumeration of powers of the person executing the Bonds is revoked and remain in effect. The date of that certification cannot be earlier than the date of the Bonds. The Bonds shall not be dated earlier than the Agreement.

To be acceptable to the University of Central Florida Board of Trustees as Surety for Performance and Labor and Materials Payment Bonds, a Surety Company must meet the following requirements at the time the invitation to bid is issued:

- a. Be in good standing with the Florida Department of Insurance.
- b. Authorized or approved to do business in the State of Florida.
- c. Authorized to write Surety Bonds in the State of Florida.
- d. For project for which the contract amount is \$500,000 or less:
 - (1) Have twice the minimum surplus and capital required by the Florida Insurance Code.
 - (2) Be in compliance with all other provisions for Florida Insurance Code (no violations).
 - (3) Hold a current valid certificate of authority issued by the United States Department of Treasury under SS 31 USC 9304-9308.
- e. For projects for which the contract amount is \$500,000 or greater:
 - (1) The Surety Company shall have been in business and have a record of successful continuous operation for at least five years, unless this provision is expressly deleted by addendum or by the Special Conditions to this Project Manual (if any); and
 - (2) Except for asbestos contracts, for which a B rating is acceptable, the Surety Company shall have at least the following minimum rating:

<u>CONTRACT AMOUNT</u>	<u>BEST RATING</u>	<u>REQUIRED FINANCIAL SIZE</u>
500,000 to 749,999	A	Class V
750,000 to 999,999	A	Class VI
1,000,000 to 1,499,999	A	Class VII
1,500,000 to 9,999,999	A	Class VIII
10,000,000 or more	A	Class IX

NOTE: The Surety for the Bid Bond does not necessarily have to be the same as for the Labor and Material Payment and Performance Bonds.

B-14 PREPARATION AND SUBMISSION OF BIDS

Each Bid shall be submitted on the form contained in the Project Manual and bid prices shall be indicated thereon in proper spaces, for the entire Work and for all Alternates. (See B-7)

Each Bid shall be accompanied by a detailed construction schedule covering the entire Work, including the mock-up phase and the renovation phase, and identifying all milestones, long-lead procurement, submittal durations, mobilization, area-by-area or floor-by-floor sequencing, inspections, testing, punch list, final cleaning and turnover.

The schedule shall be accompanied by a written narrative describing the Bidder's construction approach, including proposed manpower and crew composition, sequencing logic, staging and laydown, material handling and access routes, and any particular means and methods of construction the Bidder intends to employ.

Failure to submit the construction schedule and narrative required by this Article may result in the bid being determined non-responsive.

In the event of a discrepancy between the numeric and written quotes, the written amount will govern.

Each Bid must give the full business address of the Bidder and state whether it is an individual, corporation or partnership.

Bids by a corporation must be signed with the legal name and seal of the corporation followed by the name of the state of its incorporation and the manual signature and designation of an officer, agent or other person authorized to bind the corporation.

B-15 BID MODIFICATIONS

Bid modifications will be accepted from Bidders, if addressed on the Bid Form and received prior to the Opening of Bids. No bid modification will be accepted after the close of bidding has been announced. Modifications to a bid will be read by the Owner or Engineer prior to the reading of the formal bid.

B-16 WITHDRAWAL OF BIDS

Bids may be withdrawn by written request received from Bidders prior to the time fixed for opening bids. Negligence on the part of the Bidder in preparing the Bid confers no right for withdrawal of the bid after it has been opened. No bid may be withdrawn after the opening of bids are commenced.

B-17 RECEIPT AND OPENING OF BIDS

Bids shall be deposited at the designated location prior to the time for receipt of bids indicated in the Call for Bids, or any extension thereof made by Addendum. Bids received after the time for receipt of bids will not be accepted.

Bids will be publicly opened and read at the time and place stated in the Call for Bids. The officer whose duty it is to open them will decide when the specified time has arrived and no bids received thereafter will be considered. No responsibility will be attached to any officer for the premature opening of a bid not properly addressed and identified.

On the day of the reading of the Bids, a tabulation of the bids will be posted at the location where the bids were opened.

B-18 DISQUALIFICATION OF BIDS

By submitting a Bid, a Bidder professes not to be disqualified from bidding State work, nor under suspension resulting from conviction of Public Entity Crime.

Any or all Bids will be disqualified if there is reason to believe that collusion exists among the Bidders; no participants in such collusion will be considered in future Bids for the same Work. Bids containing prices which are obviously incorrect may be disqualified by the Owner. Additionally, falsification of any entry made on a Bid will be grounds for disqualification.

B-19 REJECTION OF BIDS

The Owner reserves the right to reject any and all bids when, in Owner's sole determination, such rejection is in the Owner's best interest.

B-20 BID PROTEST

In compliance with Board of Governor Regulations 18.002, any person who is affected adversely by the Owner's decision or intended decision may file a written notice of protest with the Office of General Counsel, University of Central Florida, 4365 Andromeda Loop North, Orlando, Florida 32816, within 72 hours (excluding Saturday, Sunday, and State legal holidays) after receipt of the bidding documents if the protest is directed toward the bidding conditions, or after the notice of the Owner's decision or intended decision on contract award, or bid rejection if the protest is directed toward contract award or bid rejection.

Thereafter, a formal written protest by petition in compliance with Section 120.53(5), and Section 120.57, F.S., and Board of Governor Regulations 18.003 must be filed with the Office of General Counsel, University of Central Florida, 4365 Andromeda Loop North, Orlando, Florida 32816, within ten (10) days after the date the notice of protest was filed.

Failure to file a timely notice of protest or failure to file a timely formal written protest petition shall constitute a waiver of protest proceedings. Any protest filed prior to receipt of the notice of the Owner's decision or intended decision will be considered abandoned unless renewed within the time limit provided for protests.

B-21 CONTRACT AWARD

A Contract will be awarded by the Owner to the qualified, responsive and responsible Bidder whose Bid represents the best overall value to the Owner, evaluated on price and on the construction schedule and construction approach submitted under B-14, and not solely on the lowest price, provided the bid is reasonable and in the best interest of the Owner.

B-22 TIME OF COMPLETION AND LIQUIDATED DAMAGES

Contractor shall achieve Substantial Completion of the Work within the Contract Time for each phase of the work, as agreed to by Contractor and Owner. Inasmuch as failure to achieve Substantial Completion of the Work within the Contract Time will result in damages to Owner, and as the damages arising from such failure cannot be calculated with any degree of certainty, it is agreed that if Contractor does not achieve Substantial Completion of the Work within the Contract Time, or within such further time, if any, as shall be allowed for time extensions in accordance with the provisions of the Contract for Construction, Contractor shall be required to pay to Owner as liquidated damages for such delay, and not as a penalty, Seventy Dollars (\$70.00) per bed per night for each bed rendered unavailable for occupancy, subject to a maximum of Three Thousand Five Hundred Dollars (\$3,500.00) for each day elapsing between the date fixed for Substantial Completion and the date Substantial Completion is fully achieved. The aggregate amount of liquidated damages assessed under this Contract shall not exceed the Contractor's Fee as stated in the accepted Bid. The Parties agree that said liquidated damages are reasonable given existing circumstances, including the range of harm that is foreseeable and the anticipation that proof of damages would be costly and impractical. Contractor hereby expressly waives and relinquishes any right which it may have to seek to characterize the above noted liquidated damages as a penalty. It is further mutually understood and agreed that Owner's assessment of liquidated damages for delays pursuant to this Section is intended to compensate Owner solely for Contractor's failure to achieve Substantial Completion of the Work in the Contract Time and shall not release Contractor from liability from any other breach of requirements of the Contract for Construction. If the liquidated damages set forth herein are deemed unenforceable for any reason, Owner instead shall be entitled to recover those actual delay damages that it sustained as a result of Contractor's failure to achieve Substantial Completion of the Work.

B-23 PARTIAL SETS OF BIDDING DOCUMENTS

Familiarity with the full set of Bidding Documents is recommended to assure that the interface among trades is fully identified. The sale of a partial set of Bidding Documents is predicated upon the buyer having had the opportunity to examine a full set, and having accepted the full responsibility for determining that the purchased partial set provides the information necessary to convey the full requirements as revealed by the complete set. Neither the Owner nor the Architect/Engineer shall be liable for the information revealed on less than complete sets of Bidding Documents.

B-24 - ATTACHMENTS:

- a) Attachment 00 – Scope of Works
- b) Attachment 01 – Flooring Layout
- c) Attachment 02 – FF&E Schedule
- d) Attachment 03 – FCU Selection
- e) Attachment 04 – Contractor Parking Location
- f) Attachment 05 – Agreement for General Contractor Services
- g) Attachment 06 – Pre-Qualification Form
- h) Attachment 07 – Bid Breakdown

Existing drawings will be shared by the PM via Trimble

PROPOSAL FORM

Page 1 of 4

UCF-618 Tower 2 Units Renovation

(name of project)

Residential Tower 2, 4290 W Plaza Dr, Orlando, FL 32816

FROM: _____

(Bidder's Name)

(Address)

(FL Corporation Charter Number)

(Federal I.D. Number)

The undersigned Bidder, having visited the site of the proposed Project and having become familiar with the local conditions, nature and extent of the work, and having examined carefully the specifications, drawings, and the Project Manual, proposes to furnish all labor, materials, equipment and other items, facilities, and services for the proper execution and completion of UCF-618 Tower 2 Units Renovation, in full accordance with the drawings and specifications prepared by the firm of Owner, in full accordance with the Call for Bids, Instructions to Bidders, Agreement and all other documents relating thereto. If awarded the Contract, Bidder shall complete said Work within the time limits specified in the Agreement for the following bid price:

Base Bid _____
_____ Dollars (\$ _____)

with the foregoing as a Base Bid, the following costs of alternate proposals are submitted in accordance with the drawings and specifications. All alternates must be quoted. (See B-7) All Alternates for this Project are additive; all quotations will be considered as additive to the Base Bid. The base bid is to include the mock-up price.

The undersigned Bidder acknowledges that Owner has instituted a direct purchase program, and when practicable it shall save funds on state sales taxes for certain materials that are used or incorporated into the project, and that Owner expressly reserves the right to remove from the scope of work the purchase of materials to be used or incorporated into the project. The direct purchase of materials by the Owner, if any, will be determined after the contract has been awarded, and a deductive change order will be issued for the appropriate amount.

The breakdown of the cost is to be provided as per attachment 07.

PROPOSAL FORM

Page 2 of 4

The undersigned Bidder hereby acknowledges that the direct purchases for the project, if any, are at the option of the Owner, and hereby states that no reduction has been made in its bid for any potential savings on state sales taxes that the Owner may obtain by making direct purchases.

_____ Bidder's Initials

The following costs of alternate Bids are submitted in accordance with the drawings and specifications. These can be applied to the Base Bid at the Owner's discretion:

Alternate No. 1 Add \$ _____

AA-10.1 – Bedroom Door Signage: furnish and install bedroom door signage at all four (4) bedroom doors per unit.

Alternate No. 2 Add \$ _____

AA-11.1 – Range Option: electric glass-top range in lieu of the electric coil range included in the Base Bid.

Alternate No. 3 Add \$ _____

AA-26.1 – Switch and Outlet Faceplates: replace all light switch and power outlet faceplates.

There is attached a cashier's check, bank draft, or Bid Bond in the amount of not less than five (5) percent of the Base Bid payable to the University of Central Florida Board of Trustees, as a guarantee for the purpose set out in the Instructions to Bidders.

_____ Bidder Initial

There is enclosed a list of subcontractors

_____ Bidder Initial

There is enclosed a detailed construction schedule and construction approach narrative (See B-15)

_____ Bidder Initial

The Bidder hereby agrees that:

- a. This Bid shall remain in full force and effect for a period of forty-five (45) calendar days after the time of the opening of this Bid and that the Bidder will not revoke or cancel this Bid or withdraw from the competition.
- b. In the event the Project is awarded to this Bidder, the Bidder will enter into a formal written Agreement with the Owner in accordance with the accepted bid within forty-five (45) calendar days after said Agreement is submitted to the Bidder and will furnish to the Owner a Performance Bond and a Labor and Materials Payment Bond with sureties satisfactory to the Owner, in the amount of 100% of the accepted bid. The Bidder further agrees that in the event of the Bidder's default or breach of any of the provisions of this Bid, the bid deposit shall be forfeited as liquidated damages.

_____ Bidder's Initials

PROPOSAL FORM

Page 3 of 4

The Bidder list below lists the names of the subcontractors who will perform the segments of the work indicated. Only one subcontractor shall be listed for each subcontract, except where the subcontract may be divided for award by the bidder in one or more parts. In that event, each subdivision shall be identified by the bidder in the spaces provided below.

<u>SUBCONTRACT</u>	<u>SUBCONTRACTOR</u>	*
1. HVAC	_____	
2. PLUMBING	_____	
3. ELECTRICAL	_____	
4. CABINETS	_____	
5. PAINTING	_____	
6. TILING	_____	
7. FLOORING	_____	

Acknowledgment is hereby made of receipt of the following Addenda issue during the bidding period.

Addendum No. _____ Dated _____

Addendum No. _____ Dated _____

Addendum No. _____ Dated _____

Addendum No. _____ Dated _____

Florida Construction Industries Licensing Board Certification

(Name of Holder)

(Certificate Number)

SIGNED AND SEALED THIS _____ DAY OF _____, 2026.

(Signature)

By (print): _____

Title (print): _____

SUBCONTRACTORS FOR ALTERNATES

This section is to be completed ONLY if the Bidder would like to make subcontractor changes dependent upon the Alternates accepted by the Owner.

In the event that the acceptance of alternates would change the Subcontractor(s) listed on the previous page, these changes shall be so noted in the columns for the affected alternates. This shall be done by entering the name of the subcontractor in the appropriate places.

	<u>Alt. #1</u>	<u>Alt. #2</u>	<u>Alt. #3</u>	<u>Alt. #4</u>	<u>Alt. #5</u>
<u>1) ELECTRICAL</u>	_____	_____	_____	_____	_____
<u>2) SIGNAGE</u>	_____	_____	_____	_____	_____

Subdivisions of above:

_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____

SUB-DIVISIONS OF THE LISTED SUBCONTRACT

This section is to be filled out ONLY if the Bidder intends to award one of the above listed subcontracts to more than one subcontractor. (List only the subcontractor for each subdivision.)

<u>SUB-DIVISION</u> (Bidder must identify)	<u>SUBCONTRACTOR</u>	<u>IDENTIFICATION*</u>
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

By: _____
Bidder's Signature