



ORANGE COUNTY PUBLIC SCHOOLS

GUARANTEED MAXIMUM PRICE PROPOSAL FOR

NAME OF THE SCHOOL

OCPS PROJECT NUMBER

SUBMITTED BY : FIRM'S NAME

DATE:

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SECTION 1

FACILITIES AND CONSTRUCTION CONTRACTING REQUIREMENTS

To minimize the need for several guaranteed maximum price (GMP) negotiation meetings, the OCPS Office of Facilities and Construction Contracting has established a standard guaranteed maximum price (CM) submittal format for price proposals.

The general rules are as follows:

CONTRACT CONTACT PERSON:

- Facilities and Construction Contracting is the point of contact during the negotiation meetings. The project will be turned over to the OCPS Project Manager as soon as the notice to proceed (NTP) is issued to the CM.

GMP SUBMITTAL:

- Proposals shall be submitted in three ring binders. This will make it easier to incorporate additional information, or divisions to be re-bid.
- GMP proposals shall be inclusive of sections 1 through 21 as mentioned in the table of contents.
- Submit three (3) complete GMP proposals to the following:
 - The Senior Manager of the Office of Facilities and Construction Contracting;
 - The appropriate Project Manager of the Design & Construction Department;
 - The Design Professional of the record delivered by the CM.
- The Schedule of Values should only reference standard division numbers 1 through 16. If you are breaking a division into several trades you need to number them as 1a, 1b...
- Submit an electronic copy of Sections 4, 5, 6, 7, 8, 9, 11, 12 and 17. The acceptable formats are MS Word and Excel for all sections except 11 were a PDF format could be utilized.

GMP AMENDMENT:

- Contingency funds shall be used to cover costs that may result from incomplete design and unanticipated costs that arise during construction that are not identified by the construction documents. Construction Contractor shall not proceed with any portion of the Work which it intends to charge against this contingency without first obtaining Owner's express written authorization to proceed. The Construction Contractor acknowledges and agrees that any work which is to be charged against the contingency that does not receive such prior written approval from the Owner shall be deemed to be part of Construction Contractor's basic Work compensated within the GMP and not chargeable against the Owner's Contingency. The Owner reserves the right, at its sole discretion, to withhold its consent on contingency expenditures. Further, any contingency expenditure becomes part of the Contract Documents and are incorporated by reference herein. Unused contingency remaining at the end of the job will be credited from the guaranteed maximum price.

Construction Contractor has no entitlement to any portion of any unused contingency.

- Provide Labor Burden Rate break-down (Section 14)

MBE/ MWBE, LDB and VBE:

- Construction Contractor shall comply with Owner's current Minority and Women-owned Business Enterprise (MWBE), Local Developing Business (LDB) and Veteran Business Enterprise (VBE) policies and procedures. Construction Contractor's MWBE goal for this Project is 23 percent, Construction Contractor's LDB goal for this Project is 10 percent, and Construction Contractor's VBE goal for this Project is 3 percent. For more information regarding MBE/MWBE, LDB, and VBE, please refer to the CM Standard Contract, Paragraph 41 of Exhibit A.
- For further assistance contact the Senior Administrator of the Office of Business Opportunity at 407-317-3700 x-2025030.

SECTION 2

ADVERTISEMENT TO SOLICIT BID

1. Attach a copy of the actual advertisement.
2. Notify by e-mail (contractadmin@ocps.net) the OCPS/ Office of Facilities and Construction Contracting and the appropriate OCPS Project Manager of the bid opening date, time and location.
3. Please pay special attention to Exhibit A, Article 37,"Market Analysis and Solicitation of Bids

SECTION 3

PROJECT DESCRIPTION

Provide a description of the Project

**For replacement and relief projects provide gross and net square footage.
For Comprehensive Needs Projects provide square footage breakdown for new additions
(provide description of new additions) and renovations (provide description of the areas
to be renovated).**

See below examples:

- 1. Replacement/ Relief School:
Construction of a two story building consisting of approximately 96,600 square
foot and 928 student station. The site for the proposed school parcel is located in:**

- 2. Comprehensive Needs Project:**
 - a. Construction of two new buildings approximately xxxx sq. ft.**
 - b. Renovation of existing building in xxxx sq. ft. Provide detail
information.**

**SECTION 4
SCHEDULE OF VALUES**

DIVISION	DESCRIPTION	COW %	UNIT COST/UM	TOTAL	SUB CONTRACTOR	MWBE/MBE SUBCONTRACTOR	MBE \$
1	General Requirements						
2	Site Construction						
2a	Demolition						
2b	Landscape and Irrigation						
2c	Fence and Gates						
2d	Sidewalks						
2e	Playfields and Equipment						
3	Concrete						
4	Masonry						
5	Metals						
6	Wood & Plastics						
7	Thermal & Moisture Protection						
7a	Waterproofing						
7b	Roofing						
7c	Spray-on Fireproofing						
8	Doors & Windows						
8a	Doors & Frames w/Installation						
8b	Glass & Glazing						
8c	Coiling Doors						
9	Finishes						
9a	Gypsum Board & E. F. S.						
9b	Ceramic Tile						
9c	Acoustical Ceilings						
9d	Carpet/VCT/Rub. Flooring/Curtain Track						
9e	Wood Flooring						
9f	Painting						
10	Specialties						
10a	Specialties						
10b	Signage						
10c	Aluminum Walkway Canopy						
10d	Lockers						
11	Equipment						
11a	Stage Equipment						
11b	Food Service & Residential						
11c	Physical Education Equipment						
11d	Darkroom Equipment						
12	Furnishings						
12a	Combination Millwork						
12b	Display Casework						
12c	Window Treatment						
12d	Auditorium Seating						
12e	Telescoping Bleachers						
13	Special Construction						
13a	Exterior Bleachers						
13b	Sound Conditioned Rooms						
14	Conveying Systems						
15	Mechanical						
15a	Mechanical & Plumbing						
15b	Fire Protection						
16	Electrical						
	Trench Safety						
	Allowance (if any)						
A	TOTAL ALL DIVISIONS						
B	General Conditions						
C	Bond (1%)						
D	CM Contingency						
E	TOTAL COST OF WORK (A+B+C+D)						
F	CM FEES % (% of E)						

G	OWNER Contingency (NO FEE)						
H	General Liability (NO FEE)						
I	Workers Compensation (NO FEE)						
J	TOTAL PROPOSED GMP (E+F+G+H+I)						
K	MINORITY PARTICIPATION %						
L	LDB PARTICIPATION %						
M	VBE PARTICIPATION %						

SECTION 5

LIST OF ITEMIZED GENERAL CONDITION EXPENSES
SEE NEXT PAGE FOR GENERAL CONDITIONS STANDARD FORMAT

Description	Quantity	Unit	UNIT COSTS				Total (\$)
			Raw Rate (\$/Hr)	Burden Rate (\$/Hr)	Loaded Rate (\$/Hr)	Total (Hrs)	
PROJECT MANAGEMENT							
Project Executive (10 hrs/week)	10	week	\$ 30.00	\$ 10.50	\$ 40.50	100	\$ 4,050.00
Superintendent (40 hrs/week)	20	week	\$ 28.00	\$ 9.80	\$ 37.80	800	\$ 30,240.00
Secretary (20 hrs/week)	20	week	\$ 15.00	\$ 5.25	\$ 20.25	400	\$ 8,100.00
Total General Conditions							\$ 42,390.00

SECTION 6

LIST OF ITEMIZED GENERAL REQUIREMENT EXPENSES
SEE NEXT PAGE FOR GENERAL REQUIREMENTS STANDARD FORMAT

Description	Quantity	UNIT COSTS				TOTAL COSTS				General Requirements Total \$
		Labor \$	Material \$	Sub \$	Equip \$	Labor \$	Material \$	Sub \$	Equip \$	
GENERAL REQUIREMENTS										
SURVEYS										
SURVEYS	10	\$10.00	\$15.00			\$100.00	\$150.00			\$250.00
Sub-total										\$250.00
FIELD OFFICE										
OFFICE TRAILERS	2	\$100.00			\$100.00	\$200.00			\$200.00	\$400.00
MOVEIN/SETUP/MOVEOUT	3	\$100.00	\$200.00	\$300.00	\$400.00	\$300.00	\$600.00	\$900.00	\$1,200.00	\$3,000.00
Sub-total										\$3,400.00
AS BUILT DRAWINGS										
AS- BUILD DRAWINGS										
Sub-total										
POWER COMPANY CHARGES										
TEMPORARY POWER & LIGHTS										
Sub-total										
WATER CHARGES										
MONTHLY WATER CHARGES										
Sub-total										
TEMPORARY TOILETS AND TANKS										
TEMPORARY TOILETS										
TEMPORARY TANKS										
Sub-total										
PROJECT VEHICLES										
AUTOMOBILE ALLOWANCE										
Sub-total										
PROGRESS PHOTOGRAPHS										
PROGRESS PHOTOGRAPHS										
Sub-total										
COPY MACHINES										
COPIER										
Sub-total										
OFFICE SUPPLIES										
MONTHLY OFFICE SUPPLIES										

Description	Quantity	UNIT COSTS				TOTAL COSTS				General Requirements Total \$
		Labor	Material	Sub	Equip	Labor	Material	Sub	Equip	
		\$	\$	\$	\$	\$	\$	\$	\$	
Sub-total										
CLEANING										
DAILY										
FINAL BUILDING										
CLEANING										
Sub-total										
COMPUTER EQUIPMENT										
COMPUTER SYSTEM										
Sub-total										
POSTAGE & COURIER										
MONTHLY CHARGES										
Sub-total										
TELEPHONE SYSTEM										
INSTALL TELEPHONE										
SYS.										
Sub-total										
JOB SIGNS										
PROJECT										
IDENTIFICATION										
Sub-total										
MISCELLANEOUS										
Sub-total										
TOTAL GENERAL REQUIREMENTS										\$3,650.00

Note: Please add rows under the respective division as necessary.

SECTION 7

LIST OF ALTERNATES (if any)

ALTERNATE NO. 1	DESCRIPTION	DIVISION NO.	SUBCONTRACTOR	AMOUNT	DRAWING DETAIL

SECTION 8

LIST OF ALLOWANCES (if any)

ITEM	DESCRIPTION	DIVISION NO.	SUBCONTRACTOR	AMOUNT	DRAWING DETAIL

- **Allowances shall not be added to the base bid cost.**

SECTION 9

VALUE ENGINEERING

This Section shall include all items evaluated by the Construction Contractor, A/E of the record, and OCPS Project Manager in an effort to accumulate potential savings for the OWNER.

<u>DIVISION #</u>	<u>DESCRIPTION</u>	<u>POTENTIAL SAVINGS</u>

SECTION 10

ASSUMPTIONS AND CLARIFICATIONS (IF ANY)

- 10.1 This section shall specify any exclusion to the Contract (provisions that might not be related /applicable to your specific Project).

- 10.2 This section shall also include request for clarifications in regards to Architect/Engineer's drawings and specifications (technical items). It is the CM's responsibility to work with the Design Professional before the submission of the GMP to try to minimize the number of clarifications included in this book

SECTION 11

CONSTRUCTION SCHEDULE

- **Refer to Exhibit B, Paragraph 3.4 of the Agreement.**

SECTION 12

CONTRACT DOCUMENTS

- **List of Specifications and Drawings index.**
- **This list shall be provided by the A/E of the record.**

SECTION 13

BID REQUIREMENTS

- The bid should include at a minimum, a breakdown of the scope of work and its respective cost.
- The bidder should include in their bid the following rates or quantities (if applicable)
- The bidder is made aware that the unit rates provided below are inclusive of labor, material, equipment, incidentals and the trade contractor's markups.

ITEM NO	DIVISION	DESCRIPTION	UNIT	COST PER UNIT
1	2	Building demolition	sqft	
2	2	Imported earth fill	cuyd	
3	2	Concrete pavement	sqft	
4	2	Asphaltic concrete pavement (including base)	sqft	
5	3	Concrete beams (including reinforcement and formwork)	cuyd	
6	3	Concrete columns (including reinforcement and formwork)	cuyd	
7	3	Tilt-up concrete wall panel	sqft	
8	4	Concrete masonry unit walls	sqft	
9	5	Structural steel	ton	
10	5	Steel joists	ton	
11	5	Upper floor metal deck	sqft	
12	5	Roof metal deck	sqft	
13	7	Membrane roof system	sqft	
14	7	Roof insulation	sqft	
15	7	Metal roof	sqft	
16	8	Hollow metal doors	ea	
17	8	Wood doors	ea	
18	8	Aluminum windows	sqft	
19	9	Gypsum board partition assembly	sqft	
20	9	VCT flooring	sqft	
21	9	Carpet/ Carpet tiles	sqft	
22	9	Acoustical ceiling	sqft	
23	10	Aluminum walkway cover (including columns and beams)	sqft	
24	15	Pre-insulated underground chilled water piping	lf	
25	15	Chiller (stating capacity in tons)	ea	
26	15	Potable water piping	lf	

Note: If there are occurrences where there are unsubstantiated scope adjustments larger than 10% of the original bid or \$50,000, whichever is the smaller amount; your firm could be asked to re-bid the project items affected by the adjustments.

SECTION 14

BID TAB SHEET PER BID PACKAGE

DIVISION NO:

Division Title	Sub Contractors Name	Sub Contractors Name	Sub Contractors Name	Sub Contractors Name	Sub Contractors Name
Base Bid Amount					
Bond					
MBE/MWBE Percentage					
TOTAL					

Minimal Scope Adjustments (itemized break-down)

Explanation for awarding to other than low bidder: _____

Note: If the reason for not selecting the lowest bidder was due to bonding capability, please make sure to provide supportive documentation from the Subcontractor or his agent stating that they are not capable of bonding this project

SECTION 15

SUBCONTRACTOR LICENSING INFORMATION

Please submit the following items for the subcontractors that you intend to select:

- **Legal Company Name**
- **Address**
- **Phone numbers**
- **Copy of their License**

SECTION 16

LABOR BURDEN RATE BREAK-DOWN

1. The parties hereby establish the fixed markup rate of thirty-five percent (35%) for all labor burden, including all taxes, insurance (except workers compensation and general liability), contributions, assessments and benefits required by law and collective bargaining agreements and, for personnel not covered by such agreements, customary benefits such as sick leave, medical and health benefits, holidays, vacations and pensions, provided such markup is to apply only upon those wages and salaries included in the Cost of the Work under subsections A.1.a through A.1.c, of the Agreement.

2. Provide the breakdown of the allocation of Labor Burden Rate.

Raw Rates Certification:

I (name of the Construction Contractor’s executive project manager) certify that raw rates provided in Section 5, **“LIST OF ITEMIZED GENERAL CONDITION EXPENSES”** are the true billable rates.

Upon Owner’s request appropriate supporting documentation shall be provided to Owner for review.

CONSTRUCTION CONTRACTOR:

By:

Print Name: _____

Its: _____

Date: _____

SECTION 17

LIST OF ALL MWBE/MBE SUBCONTRACTORS AND ASSOCIATED DOLLAR AMOUNT

This list must contain all major MWBE/MBE, two tier subcontractors, supplier, material, and labor.

MWBE COMPANY	ETHNICITY & GENDER	SCOPE OF WORK	DOLLAR AMOUNT	% GMP
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SECTION 18

COPIES OF ALL MWBE/MBE CERTIFICATES

Certificates must be updated and issued by one of the followings:

MWBE Certification

The Office of Business Opportunity accepts minority and women business enterprise (MWBE) certificates from the agencies listed below.

- a. Orange County Government, Orange County Purchasing and Contracts Division
- b. City of Orlando, Minority and Women Business Enterprise
- c. State of Florida, Office of Supplier Diversity
- d. Florida Minority Supplier Diversity Council (FMSDC) / National Minority Supplier Diversity Council (NMSDC)
- e. Greater Orlando Aviation Authority (GOAA), Contracts & Small Business Programs

LDB Certification

The Office of Business Opportunity accepts local developing business (LDB) certificates from;

- a. Greater Orlando Aviation Authority (GOAA), Contracts & Small Business Programs
- b. OCPS, Office of Business Opportunity

VBE Certification

The Office of Business Opportunity accepts veteran business enterprise (VBE) certificates from the agencies listed below.

- a. United States Department of Veterans Affairs through the Center for Verification and Evaluation (CVE);
- b. State of Florida's Department of Management Services.

SECTION 19

DECLARATIONS & RATE PAGES FROM INSURANCE POLICIES

Provide complete documentation, such as copies of the declarations & rate pages from insurance policies, to support all insurance charges included in the schedule of values. Specifically provide a copy of your General Liability and Workers Compensation policies to coincide with items H and I in section 4 of the Schedule of Values.

SECTION 20
BID REVIEW SUMMARY

PROCUREMENT CUSTOMER GUIDE

SECTION 20

SCHOOL	
CM	
BID OPENING DATE	
BID REVIEW DATE	
RFQ	
A/E	

DIV. NO.	DIVISION DESCRIPTION	BIDDERS	BID AMOUNT	SCOPE ADJ	REASON FOR SCOPE ADJ	BOND	TOTAL BID	CM SELECT	DOLLAR AMOUNT	CA COMMENTS
1	GENERAL REQ.									
2	SITEWORK	Sub. A	\$25,000	\$1,000		\$375	\$26,375	Sub. A	\$26,375.00	
2		Sub. B	\$35,000	\$2,500		\$525	\$38,025			
2		Sub. C	\$45,000	\$0		\$675	\$45,675			
2A	BUILDING DEMOLITION									
2A										
2A										
2B	TERMITE CONTROL									
2B										
2B										
2B										
2C	PLAYGROUND SURFACE SYSTEM									
2D	FENCE & GATE									
2E	SITE & STREET FURNISHES (BIKE RACK)									
2F	LANDSCAPING									
3A	CONCRETE									
3B	LIGHTWEIGHT CONCRETE ROOF INSULATION									
4A	MASONRY									
5A	STRUCTURAL STEEL									
6A	ROUGH CARPENTARY									
6B	INTERIOE ARCHITECTURAL WOODWORK									
7A	BENTONITE WATERPROOFING									
7B	SBS-MODIFIED BITUM MEMBRANCE ROOFING									
7C	SPRAYED FIRE RESIS. MATERIAL									
7D	FIRE PROOFING REPAIRS AND CLEAN UP									
7E	THROUGH PENETRATION FIRESTOP SYSTEM									
8A	STANDARD DOORS & FRAMES									
8B	LABOR TO INSTALL DOORS & HARDWARE									
8C	ACCESS DOORS & FRAMES									
9A	GYPSTUM BOARD ASSEMBLIES									
9B	CERAMIC TILE									
9C	ACCOUSTICAL CEILING PANEL CEILING									
9D	CARPET TILE									

PROCUREMENT CLIENT GUIDE

DIV. NO.	DIVISION DESCRIPTION	BIDDERS	BID AMOUNT	SCOPE ADJ	REASON FOR SCOPE ADJ	BOND	TOTAL BID	CM SELECT	DOLLAR AMOUNT	CA COMMENTS
9E	PAINTING									
10A	VISUAL DISPLAY									
10B	TOILET COMPARTMENTS									
10C	LOUVERS									
10D	SIGNS & GRAPHICS									
10E	FLAGPOLES									
10F	METAL LOCKERS									
10G	FIRE PROTECION SPECIALTIES									
10H	ALLUMINUM CANOPIES									
10I	TOILET & BATH ACCESSORIES									
11A	STAGE CURTAINS									
11B	TV BRACKETS									
11C	CORNER GUARD									
11D	AUDIO VISUAL EQUIPMENTS									
11E	FOOD SERVICE EQUIPMENT									
12A	HORIZONTAL LOUVER BLIND									
13										
14	HYDRAULIC ELEVATOR									
15A	FIRE SPRINKLER SYSTEM									
15B	PLUMBING									
15C	HVAC									
16A	ELECTRICAL									

SECTION 21

JESSICA LUNSFORD ACT COMPLIANCE

- Construction Contractor shall comply with any rules or regulations implemented by Owner to comply with the Jessica Lunsford Act.
- For questions about the badging process, please refer to the following website for information regarding Fingerprinting Services:
<https://www.ocps.net/op/procure/Pages/JessicaLunsfordAct.aspx>