**Invitation to Bid and Instructions to Bidders**

**01-06-26**

**Project:** 7151 Business Park Lane – Overall Sitework,Building1, and Building 2 (all to be bid separately)

**Bid Due Date & Time:** January 23,2026 , at 4:00 PM via Email

**Bids to be Sent To:** tgreen@providence-one.com

[mpierce@providence-one.com](mailto:mpierce@providence-one.com)

thicks@providence-one.com

**Form of Bid:**

* Numeric portion of the Bid to be on Excel Spreadsheet Detailed Breakdown attached
* Please provide copy of your license and summary of your company and its leaders
* Please provide a list of the project team to include all on-site personnel, Project Manager, Scheduler, and Accountant
* Please provide resumes of Project Manager and Superintendent proposed for the project

**Duration:** Bid to include a Project Schedule number of calendar days from Notice-To-Proceed through Certificate of Occupancy and should include Key Milestone Dates of

1. Site Work Start
2. Vertical Beginning,
3. Top Off,
4. Shell Completion
5. Shell Punch
6. TI Start and End Date
7. TI Punch
8. TI Completion

Schedule and Duration will be considered in determining successful bidder.

**Links to Documents:** Architect: [**https://www.dropbox.com/scl/fo/h7tz6nh1uczen24uxgrfy/AF330firJVf7U2EaGX5X2I0?rlkey=5zlxf7rka54rturaakr87m4ce&dl=0**](https://www.dropbox.com/scl/fo/h7tz6nh1uczen24uxgrfy/AF330firJVf7U2EaGX5X2I0?rlkey=5zlxf7rka54rturaakr87m4ce&dl=0)

Civil Plans attached to email.

Low Voltage Link: N/A

**Clarifications**

* Please do not VE or eliminate the Epoxy grout in any tiled areas.
* Do not VE any items in the drawings unless by an accepted RFI.
* Please prepare and submit a list of VE Suggestions WITH the estimated savings to the nearest $1,000.

**Bidders Additional Information:**

Please include Builder’s Risk AND Bonding as separate line items in your bid.

Liquidated Damages: Final contract to include liquidated damages. Please confirm calculation on your bid.

**Form of Contract:** AIA GMP (Guaranteed Maximum Price) Contract. There will be a cost savings split. Please propose this in your document.

**General Conditions and Fee Amounts:** Bidders to provide breakdown on form provided to show details of General Conditions to include staffing, insurance and Contractor’s fees as these will be considered in determining successful bidder.

**NOTES:**

The City of Lake Mary requires a separate permit for any construction trailers and fences. Please consider this in your Project Schedule

**Cost to be Excluded (provided by Owner):**

Materials Testing

Permit Fees

Water, Sewer, Gas and Electrical Connection Fees

Water, Sewer, Gas and Electrical Services to Meter

**Special Costs to be Included in Bid:**

All appliances

Fire Alarm Systems

Cabinetry

Exterior Monument Sign

Interior Signage required for code including fire

**All RFI’s to be submitted no later than 1 weeks prior to Bid Deadline.**

Please direct all RFI’s and questions to [mpierce@providence-one.com](mailto:mpierce@providence-one.com) and [tgreen@providence-one.com](mailto:tgreen@providence-one.com) and thicks@providence-one.com

Please provide all price information to: [mpierce@providence-one.com](mailto:mpierce@providence-one.com) and [tgreen@providence-one.com](mailto:tgreen@providence-one.com) and thicks@providence-one.com

**Other information:**

1. **City of Lake Mary Construction Requirements: Please review the requirements both on the plans and the City of Lake Mary website prior to submitting your bid and project schedule. No Change Orders for delays will be accepted for Lake Mary process delays.**
2. Staging Area: The Contractor will be permitted to use a portion of the site for staging necessary in the performance of the work, which is acceptable to the Owner. The area shall not interfere with the operation of the facility. Material storage, equipment storage, tool storage, portable toilet facilities, etc… shall be confined to the designated staging area.
3. Trash Removal: Contractor shall provide dumpsters as necessary for the (temporary) collection of trash, debris, rubbish, and other waste material resulting from the Contractor's performance of the work. The dumpster shall be located in an area acceptable to the Owner. All trash, debris, rubbish and other waste material resulting from the Contractor's performance of the work shall be removed daily from the site at the Contractor's expense. The Contractor shall maintain the site in an orderly manner as to prevent interference with the Owner. As a minimum, trash and debris shall be removed from the work areas at the completion of each day's work to the Contractor's designated dumpster. At the completion of the work, the Contractor shall thoroughly clean all areas of the facility (including power washing the building and cleaning the windows) affected as a result of the Contractor's operation. All glass shall be cleaned and all surfaces shall be free of dust, debris or construction residue.
4. Commercial Doors and all interior doors will not be accepted with dents, dings, scratches.
5. Utilities: The Contractor at his expense shall provide utility requirements on site until Substantial Completion. At SC, Contractor shall transition the utilities to the Owner through a detailed email process.
6. Warranties: The Contractor shall provide to the Owner written labor and materials warranties for the following:
   1. 7-year paint and sealant warranties
   2. At project completion, Contractor shall issue a five (5) year warranty against defective materials and/or workmanship of Contractor's work as identified in Section 0400 Scope of Work.
   3. During performance of this Contract, the Contractor shall be responsible for protecting adjoining areas from damage due to operation and shall be responsible for any damage he may cause.
   4. Warranty: Contractor warrants to owner that the work described herein will be free from defects in material and workmanship and will conform to the specifications as herein set forth. If within 5 years of Substantial Completion, Contractor receives from Owner prompt written notice that the material or workmanship does not meet such warranties, Contractor shall thereupon promptly commence to cure such defect, weather permitting. In no event shall Contractor's liability to warrant defective materials exceed the standard warranty provided by each respective Manufacturer. Any requirement for Contractor to provide a "joint and several" Manufacturer warranty is expressly conditioned upon consent and approval of said warranty from each respective Manufacturer and shall in no event exceed five (5) years. Any extended warranties offered by product Manufacturers or required by Owner for materials will be provided sole source from each respective Manufacturer to Owner if accordance with the Manufacturer's standard warranty document. The total liability of Contractor to owner whether under warranty, contract, negligence or otherwise, shall not in any case exceed the cost of correcting defects in the material or workmanship as herein provided and upon the expiration of said warranty, all such liability shall terminate. THERE ARE NO OTHER REMEDIES, LIABILITIES (INCLIDING NEGLIGENCE) OR WARRANTIES, EXPRESS OR IMPLIED, INCLUDING BUT NOT LIMITED TO ANY WARRANTIES OF MERCHANTABILITY OR FITNESS FOR A PARTICULAR PURPOSE APPLICABLE TO THE MATERIAL AND/OR SERVICES. Contractor's sole responsibility and Owner's exclusive remedy hereunder shall be limited to such repair or replacement as above provided. The Warranty shall not extend to: a) Failure of substrate materials provided the Contractor's actions or inactions did not cause substrate to fail. b). Defects caused by abusive use. c). Acts of God. d. Structural defects, inadequate or faulty structural design limited to areas outside Contractor's Scope of Work.
7. License, Permits, Material and Workman: The contractor shall provide a copy of his General Contractor’s License and obtain all necessary permits required by jurisdiction. Contractor will not permit any worker with workman’s compensation exemption to work on this project. Contractor will submit a full list of all suppliers and equipment rental companies, which he will be using on this project prior to commencement. Contractor agrees not to subcontract or assign any portion of this project without prior written approval of Project Representative. This includes day labor type employees. Contractor shall be prepared to submit a list of references of projects completed within the past five (5) years utilizing systems and associated work. Contractor will make an on-site inspection. Contractor shall furnish all services, tools, materials and equipment needed to complete his assigned task.
8. Bidders must have a valid Florida Contractor License, must be properly licensed under the laws governing their respective trades, and must be able to obtain insurance, workman’s compensation, general liability and necessary bonds required for the Work.
9. Prior to construction, said property needs to be posted as a designated construction site. The sign, according to state statute, shall read: “THIS AREA IS A DESIGNATED CONSTRUCTION SITE AND ANYONE WHO TRESPASSES ON THIS PROPERTY COMMITS A FELONY”.
10. The construction site, material areas and construction equipment need to be secured by fencing or other means to keep any unauthorized persons from accessing the site, per the City of Lake Mary requirements.
11. The Police Department also requests the name(s) and phone number(s) of an emergency contact person for the construction project.