

REQUEST FOR PROPOSALS
FOR A
FURNITURE, FIXTURES AND EQUIPMENT (FF&E) CONTRACTOR
FOR THE
ORLANDO EVENTS CENTER
LOCATED IN
ORLANDO, FLORIDA
14-APRIL-2009

1.0 GENERAL INFORMATION:

- .1 AGREEMENT:** Per the Project Construction Agreement (“PCA”) with the City of Orlando, executed on July 23, 2008, an affiliate of Orlando Magic, Ltd., Events Center Development, LLC (“ECDLLC”), will act as Developer for the design and construction of a new Orlando Events Center. ECDLLC intends to retain, through an open competitive procurement process a Furniture, Fixtures and Equipment (“FF&E”) Contractor for the project. The FF&E Contractor will provide procurement, warehousing and installation services. This firm or individual (“Entity”) will contract with ECDLLC to perform the Services contemplated by this Request for Proposals (“RFP”). It is anticipated that the FF&E Contractor will possess prior experience performing services such as bidding, purchasing, receiving, verifying, sorting, storing, assembling, delivering, and installing the FF&E. Additionally, the FF&E Contractor shall be familiar with the City’s Owner Direct Purchase (“ODP”) program. City will be listed as a third party beneficiary to the Agreement with ECDLLC.
- .2 EVENTS CENTER SITE:** Project is under construction on the property generally located to the south of Church Street, north of South Street, west of South Hughey Avenue and east of South Division Street.

2.0 DEFINITIONS AND INTERPRETATION

- .1 RFP DEFINITIONS:** Unless otherwise defined herein, the following words and phrases will have the following meanings:
- .1 “City”** means City of Orlando, Florida, a municipal corporation created and existing under the laws of the State of Florida.
- .2 “City Construction Representative”** means the representative appointed by City to oversee its interests with respect to the Project.
- .3 “FF&E Contractor”** means an entity contracted to ECDLLC to handle all procurement and installation of the furniture, fixtures, and equipment with respect to the Project. This includes, but is not limited to, bidding, purchasing, receiving, verifying, sorting, storing, assembling, delivering, and installing the FF&E.
- .4 “ECDLLC”** means Events Center Development, LLC, the Project Developer.
- .5 “Events Center”** means a community sports and entertainment arena able to host events of local, regional, and national importance; concerts; family shows; professional and

amateur sports events, such as NCAA competitions, NBA and/or NHL, and AFL games; and other civic, political, community and not-for-profit events. The City shall own and operate the Events Center.

- .6 **“Project”** means the design, development, construction, and operation of a new Orlando Events Center in Orlando, Florida.
- .7 **“Team”** means the Orlando Magic, Ltd., the owner of the NBA team known as the Orlando Magic.

.2 SUBMISSION INSTRUCTION DEFINITIONS:

- .1 **Shall, Will, Must:** Indicates a mandatory requirement. Failure to meet these mandatory requirements may result in the rejection of the response to the RFP as non-responsive.
- .2 **Should:** Indicates something that is recommended, but not mandatory. If the response fails to provide recommended information, ECDLLC may, at its sole option, ask the responder to provide the information or evaluate the response without the information.
- .3 **May:** Indicates something that is not mandatory, but permissible.

3.0 REQUEST FOR PROPOSALS (“RFP”) SPECIFICS:

- .1 **FF&E Contractor RFP:** A complete copy of the RFP and all amendments thereto, may be obtained from the "Point of Contact" noted in Paragraph 3.2. The RFP and its amendments (pdf files) may also be posted on the Orlando Events Center website at www.OrlandoEventsCenter.com.
- .2 **POINT OF CONTACT:** Contact, address, voice/fax numbers, and email address are:

Events Center Development, LLC
 Attn: Jack Elkins
 Business Development Manager
 101 S. Garland Ave., Suite 201
 Orlando, FL 32801
 Phone: (407) 916-2673, Fax: (407) 447-4746
Jelkins@OrlandoMagic.com

- .3 **INQUIRIES AND COMMUNICATION:** All inquiries, questions, or other correspondence by the responding entities must be submitted, in writing, via fax, mail, or email, to the Point of Contact a minimum of 3 business days prior to the RFP response date noted in Paragraph 5.1. Phone calls other than to Point of Contact are prohibited during this RFP response period.
- .4 **AMENDMENTS:** This RFP shall be modified only by a written amendment issued by ECDLLC. It is the responsibility of the proposers to verify in their cover letters that they have received and incorporated into their responses, all changes due to amendments issued to this RFP.

4.0 INTRODUCTION:

- .1 **PROGRAM STATEMENT:** The Events Center will include (i) capacity of approximately 18,500 seats (including all premium seats); (ii) premium seating initially consisting of suites, loges, club and other premium seats; (iii) amenities and facilities that may include, among other things, retail spaces (both internal and with street access), restaurants, concessions facilities, internal and external message, video and score boards, Team and City administrative offices, broadcast facilities, meeting and club spaces for the Team, locker rooms, signage, maintenance and storage areas, and walkways around the Project; (iv) media-related facilities; (v) a practice basketball court and related facilities; (vi) ice-making plants and facilities; (vii) the

Team and NBA visiting team locker rooms, feature talent dressing rooms, officials rooms, and at least two (2) additional auxiliary locker rooms; (viii) an events center reduction curtain system; (ix) other traditional back of house elements; and (x) on-site development, including landscaping, streetscaping and all utility connections for the Events Center. The Project will contain such fixed elements as are reasonably necessary to host arena football, indoor soccer, indoor lacrosse, national events, and touring shows, that are booked at other Events Centers. The FF&E budget shall include such items as are reasonably necessary to host other events, including, but not limited to: staging, portable seating, spotlights, small wares & portable concessions, sports equipment, furniture, uniforms, hospitality equipment, maintenance equipment, crowd control equipment, first aid supplies, golf carts, miscellaneous audio visual and information technology equipment, lifts, and other operations equipment.

- .2 **COMPARABLE FACILITIES:** ECDLLC and City intend to construct, within a pre-established cost/budget limitation, an events center that is comparable in size, scope and quality, taken as a whole, to the first-class Events Centers recently constructed in Charlotte, Indianapolis, Memphis and San Antonio (“Comparable Facilities”).
- .3 **BLUEPRINT:** The Team and the ECDLLC embrace the goals of offering business opportunities to all segments of the community, and will work with the City to accomplish the goals contained within the Blueprint for Using Community Venues to Create a Sustainable Economic Impact (the “Blueprint”) approved by the City Council on 21 May 2007. Applicable portions of the Blueprint as defined in the PCA will be incorporated into the FF&E Contractor’s Agreement with ECDLLC.
- .4 **MBE/WBE:** ECDLLC requires the proposers to agree to comply with the minority business enterprise and women business enterprise requirements of Chapter 57 of the City of Orlando Code, make good faith efforts to meet the participation goals, and cooperate with City and ECDLLC in their local business economic development efforts. It is the responsibility of the proposers to read and become familiar with the requirements of Chapter 57 of the City of Orlando Code, which can be located at www.cityoforlando.net/admin/mbe/chapter57.html. ECDLLC will use the participation goals of 18% MBE and 6% WBE. Only City of Orlando or Orange County, Florida’s (pursuant to a certification process approved by City) certified / recognized MBE/WBE firms will count towards the achievement of the participation goals.
- .5 **WORKFORCE PROGRAM:** The CITY and ECDLLC will work together in good faith to create opportunities for local job seekers on the project. ECDLLC and the CITY intend that residents of targeted low-income communities have access to opportunities for employment and other job training services.

ECDLLC has agreed to be an active participant in the workforce initiative and require the FF&E Contractor to act in good faith and to provide timely estimates of employment needs to the CITY’s Blueprint employment office (“BEO”) to facilitate the training and recruitment of prospective candidates for employment, to inform of job openings, to utilize the BEO as a nonexclusive “First Source” for workforce hiring, and to provide monthly reports to the BEO and the CITY regarding the workforce initiative, including hiring and retention
- .6 **EQUAL OPPORTUNITY EMPLOYER:** ECDLLC is an equal opportunity employer. The entity awarded an agreement as a result of this RFP agree to adhere to a policy of equal employment opportunity and demonstrate an affirmative effort to recruit, hire, promote, and upgrade the position of employees regardless of race, color, religion, ancestry, sex, age, disability, national origin, sexual orientation, gender identity, or marital status.
- .7 **LIVING WAGE:** The entity awarded an agreement as a result of this RFP, as well as its sub-contractors (first and second tier only), shall pay to all of their employees providing services pursuant to an agreement with ECDLLC, a living wage for the time spent providing services to ECDLLC. (This provision does not include general administrative personnel unless they are assigned to the Project.) “Living wage” means compensation for employment of not less than

\$8.50 per hour for straight time, exclusive of FICA, unemployment taxes, and workers compensation insurance and employee benefits. Necessary payroll documentation shall be provided to confirm compliance with this provision or the FF&E Contractor shall allow ECDLLC or City to audit (at FF&E Contractor's place of business) its payroll records to determine if compliance has been achieved. Failure to comply with this provision may result in termination of the agreement between ECDLLC and the FF&E Contractor.

- .8 RESPONSIBLE CONTRACTOR POLICY:** The FF&E Contractor shall comply with the City of Orlando's Responsible Contractor Policy. The policy requires that contractors pay workers on this Project an hourly wage, based on classification for the Orlando region established by the Davis-Bacon Act (hereinafter "hourly wage"), for contracts with an estimated value of at least \$100,000. The Wage Determination for this Project can be found at www.gpo.gov/davisbacon/fl.html. The applicable county is Orange County, and the construction type is Building. Additionally, the FF&E Contractor, and its respective subcontractors, shall provide said workers with health benefits, such requirement being satisfied by providing to the workers on this project either 1) health benefits through a bona fide program or 2) by increasing their hourly wage by 20%. If satisfying the health benefits requirement by providing health benefits through a bona fide program, the FF&E Contractor must provide supporting documentation to the satisfaction of ECDLLC that such insurance is a bona fide program. Moreover, certification as to the existence of a bona fide health benefits program must be provided at the time of selection. Payment of the appropriate wages must be documented in the Contractor's progress payment applications by the submission of certified payrolls by the Contractor for the duration of this Agreement. Moreover, the FF&E Contractor shall require that this provision be in its contracts with all subcontractors, and will be held responsible for compliance by all subcontractors or lower tier subcontractors. Notwithstanding the foregoing, the FF&E Contractor acknowledges and agrees that no hourly wage paid on this Project to employees of the FF&E Contractor and first tier subcontractors will be less than the Living Wage referenced above in paragraph 4.6.
- .9 APPRENTICESHIP:** The FF&E Contractor will use good faith efforts to employ on the Project a minimum of one (1) apprentice for each nine (9) journeymen it employs on the Project. For purposes of this Section II.B(6): (y) "apprentice" shall be defined as provided in Section 446.021(2), Florida Statutes; and (z) "apprenticeable occupation" shall mean any of the following trades, which may be supplemented as mutually agreed upon by the Project Developer and the CCR: air conditioning/HVAC worker, carpenter, electrician, elevator contractor, glazier, ironworker, mason, operating engineer, painter, pipe fitter, plumber, sheet metal worker, sprinkler fitter, equipment operator, or drywall hanger/finisher.

5.0 PROPOSED PROJECT TIME TABLE:

- .1 REQUEST FOR PROPOSALS RESPONSES:** Response to this RFP must be submitted not later than **3:00 p.m. EST, on Thursday, 07-May 2009** ("RFP Response Date"). Failure to comply with any of the requirements of this RFP may result in the response not being considered.
- .2 RFP PRE-RESPONSE CONFERENCE:** There will be a RFP Pre-Response Conference for this scope of services. Questions or concerns should be submitted, in writing, to the point of contact listed in paragraph 3.2. Questions submitted after the RFP Pre-Response Conference Date may not be able to be answered prior to the submission of responses. The date and time of the Pre-Response Conference is **2:00 p.m. EST, on Tuesday, 28-April 2009**. The Conference will be held at the ECDLLC Office Main Conference Room.
- .3 FF&E CONTRACTOR SELECTION:**
 - .1** Issue FF&E Contractor RFP Tue 14-Apr-09
 - .2** FF&E Contractor RFP Questions Due From Respondents Thur 23-Apr-09
 - .3** FF&E Pre-Response Conference Tue 28-Apr-09

- | | | |
|----|-----------------------------------|-------------------------------------|
| .4 | FF&E Contractor RFP Responses Due | 3:00 p.m. EST Thur 07-May-09 |
| .5 | FF&E Contractor Interviews | Tue 12-May-09 |
| .6 | FF&E Contractor Selected | Mon 18-May-09 |

.4 SPECIFICATION MILESTONES: (Dates are Approximate and Subject to Change)

(*For information purposes only, specifications are the responsibility of the Developer)

- | | | |
|----|---|------------|
| .1 | 50% FF&E Specifications Complete | 15-June-09 |
| .2 | 90% FF&E Specifications for Review Complete | 01-Aug-09 |
| .3 | Final Specifications Complete | 01-Sept-09 |

.5 FF&E PROCUREMENT AND INSTALLATION MILESTONES: The FF&E Contractor Procurement and Installation Milestone Schedule are attached as Attachment B.

.6 PROJECT MILESTONES: (Dates Subject to Change)

- | | | |
|----|-------------|-----------------------------|
| .1 | First Event | To Be Determined – Oct-2010 |
|----|-------------|-----------------------------|

6.0 SCOPE OF SERVICES:

- .1 FF&E CONTRACTOR BASIC SERVICES:** The FF&E Contractor Scope of Services is attached as Attachment A.

7.0 INSTRUCTIONS FOR SUBMISSION OF RESPONSE:

- .1** It is the responsibility of the FF&E Contractor responders to examine the entire RFP, seek clarification of any requirement that may not be clear, and check responses for accuracy before submitting a response.
- .2** Responses to the RFP should be bound as a single submittal and organized into sections to facilitate review in a sequence consistent with the criteria listed in Paragraph 8.0. Brevity is encouraged. Submittals should include one (1) original and seven (7) copies, addressed to the point of contact listed in paragraph 3.2, in a sealed envelope (and/or package) containing the proposing company's name and address on the outside of the package. The words "Sealed Response to the Orlando Events Center FF&E Contractor Request for Proposals" shall be written on the package next to the proposing company's name and address.

8.0 EACH SUBMITTAL SHOULD INCLUDE:

- .1 COVER LETTER:** A cover letter that lists the lead contact person with contact information. The cover letter shall be submitted with an original ink signature by the person authorized to commit the entity to the information contained within the response to the RFP. Please acknowledge the receipt and dates of all Addenda issued following the release of this RFP.
- .2 GENERAL INFORMATION:** Please provide the following information:
- .1 Entity:** Include a description of the entity's ownership structure and list the principal shareholder(s). If the proposer is a joint venture, each firm must identify the share of participation (capital contributions, ownership in terms of shared profit/loss, MBE/WBE ownership, the authority of each joint venturer to commit or obligate the other, etc.) each entity will assume.
- .2 Prior FF&E Experience:** Highlight at least two (2) projects, and no more than five (5) projects, where a similar role was performed by the proposer, either completed within the past ten (10) years or currently under contract with FF&E installation started. Each project listed should include relevant information such as project location, project description,

client, FF&E budget, the date that the project was completed (or is to be completed), photographs, or other illustrations of the project, etc. We are specifically interested in what characteristic or unique aspect of the project prompted its selection to be included in this highlighted section. Any experience with an Owner Direct Purchase Program should also be included in this section.

- .3 **Personnel:** Provide an Organization Chart indicating how your proposed team will be organized. Provide resumes for the Project Manager and Lead Project Coordinator(s) that will be associated with the project.
 - .4 **Project Plan:** Submit your plan for the means and methods that your firm will employ for this project. Discuss examples of how this plan resulted in previous successes.
 - .5 **Insurance:** Provide a copy of a Certificate of Insurance with current limits of liability for commercial general liability, business automobile liability and professional liability insurance. If not disclosed in the Certificate of Insurance, include a statement as to all deductible amounts or self-insured retention amounts. This information is also required for any trucking, warehousing, or labor subcontractors to be utilized by the FF&E Contractor.
 - .6 **Bonding:** Prior to the commencement of construction, the FF&E Contractor shall submit to ECDLLC and the City's Construction Representative a payment bond and a performance bond (collectively, the Bonds") issued by a surety licensed in the State of Florida and meeting the following requirements: (i) the Bonds shall be in the amount of one hundred percent (100%) of the contract sum set forth in the construction contract with the FF&E Contractor; (ii) the surety issuing the Bonds shall have a financial strength rating of "A" or better, and a financial size category of "X" or higher, as rated by A.M. Best Company; (iii) the Bonds shall incorporate by reference all of the terms and conditions of the construction contract; (iv) the Bonds shall be dual obligee bonds listing ECDLLC and the City as additional obligees; and (v) the surety issuing the Bonds shall be listed with the current United States Department of the Treasury's Listing of Approved Sureties (Department Circular 570) for an amount no less than the contract sum set forth in the construction contract.
 - .7 **Business Licenses:** Provide a statement warranting that all federal, state, and local registrations, licenses, and permits required for the operation of business conducted by the firm/entity, as would be required to undertake the scope of services contemplated by this RFP, are current.
 - .8 **MBE/WBE:** As confirmation that the proposing entity will abide by the MBE/WBE requirement, and make good faith efforts to meet the participation goals in Section 4.4, include a narrative indicating how the entity would achieve MBE/WBE participation, if any, in the services. This MBE/WBE narrative should specifically address compliance with the requirements of Chapter 57 of the City of Orlando Code. Proposer shall list the MBE/WBE firms planned to participate on the project along with a statement of their previous experience with FF&E. This information should be used to develop a proposal for MBE / WBE participation on the project. Please use the attached MBE / WBE Schedule B forms to create your plan.
 - .9 **Proposer References:** Provide a list of at least two (2) references with contact names, phone numbers, and email addresses. The reference list should include contacts from the two (2) most recent, significant and completed (or under contract) assignments. References may be checked at the discretion of ECDLLC at any time. If negative feedback is received from a reference, ECDLLC reserves the right to withhold award.
- .3 **SCOPE SPECIFIC REQUIREMENTS:** Submittal requirements that are specific to the FF&E Contractor are contained in the attached scope of services (Attachment A). Please review this scope in its entirety and submit all requested information accordingly.

.4 FEE PROPOSAL:

- .1 Provide a fee proposal for the services being provided. Attachments D (FF&E Scope Matrix) and E (Architectural Floor Plans) have been included for your reference and to help with your approach to the fee proposal. The fee proposal shall indicate the total fee proposed and include supporting unit rates for the services being provided. An estimate of the reimbursables is to be included in the fee proposal. The fees shall be broken out as one of the three (3) options provided:
 - i. **Lump Sum Amount:** A lump sum fee for all services included in FF&E Contractor Scope of Services Attachment A.
 - ii. **Percentage of FF&E Procured:** A percentage of the total volume of FF&E procured and installed in Events Center.
 - iii. **Return on Staff:** A multiplier by which anticipated staff costs will determine fee.
- .2 **Additional Information:** A breakout of costs contained within the fee will be required. The information required is as follows:
 - i. **Not to Exceed Amount ("NTE"):** NTE amounts are required for FF&E Procurement, Purchase Order Coordination, Payment Verification, Receiving, Sorting, Verifying, Delivering, and Installing in Events Center.
 - ii. **Estimate:** Estimated warehousing costs are required.
 - iii. **Insurance and Bonding Costs:** All insurance and bonding costs shall be attached with the proposed fee.
- .5 **FF&E CONTRACTOR AGREEMENT:** Attached is the form of the FF&E Contractor Agreement. Provide any qualifications or proposed revisions to these forms. Any qualifications or proposed revisions not noted on a separate sheet accompanying your response to this RFP shall not be considered later. **(TO BE ISSUED BY ADDENDA)**

9.0 INTERVIEWS: Interviews may be scheduled during the dates set forth in Section 5.3. ECDLLC will call to confirm an exact time slot. Interviews will be held at the Events Center Development, LLC offices, 101 South Garland Avenue, Suite 201, Orlando FL 32801. Three (3) short-list candidates will be interviewed **on Tuesday, 12-May 2009** in two (2) hour time slots as follows: 8 a.m. - 10 a.m., 10 a.m. - 12 p.m., and 1 p.m. - 3 p.m., respectively.

10.0 MISCELLANEOUS CONDITIONS:

- .1 **CONTACT WITH DECISION MAKERS:** Upon receipt of the RFP, proposing entities or members of such entities are prohibited from any unofficial contact with ECDLLC, any employees of the Magic Program Manager, the Design Team or their consultants, Turner Construction Company ("Turner"), Magic Legal Counsel, or any of their employees other than the Point of Contact identified in Section 3.2, and the FF&E Selection Committee. Any entity who fails to comply with this requirement may be deemed ineligible for selection for this Project and may have its response eliminated from consideration. Any and all questions shall be directed to the Point of Contact.
- .2 **COST OF PREPARING RESPONSES AND ATTENDING INTERVIEWS:** Respondents to this RFP and those subsequently preparing for and participating in interviews, do so at their sole expense and risk. ECDLLC will not reimburse the cost of developing, presenting, providing, or otherwise responding to the RFP, interview, or subsequent negotiations.
- .3 **DEVELOPER'S RESERVED RIGHTS:**

- .1 Subsequent to the issuance of the RFP, ECDLLC reserves the right to: i) issue amendments/modifications to the RFP; ii) request clarifications to any response by any firm/individual/organization; iii) waive any informality or irregularity; iv) negotiate modifications to responses; and/or v) reject any and all proposals, or portions thereof, received. No proposer is guaranteed the award of the FF&E Contractor Agreement.
- .2 By responding to the RFP, the proposer acknowledges ECDLLC's right to undergo this selection process with no commitment that an Agreement will be offered to any responder. ECDLLC further reserves the right to negotiate the proposed compensation and terms of the Agreement, and to make recommendations to ECDLLC and its management of a recommended form of Agreement.
- .4 **DEVELOPER'S RIGHT TO NEGOTIATE ANY AND ALL TERMS:** Nothing contained within the response to the RFP or stated/asked in the interview is a concurrence by ECDLLC that such item will be considered or is inclusive within the eventual Agreement entered into with the selected entity, unless such item is specifically addressed/included in the respective Agreements. The responses to the RFP serve as an indicator of items that ECDLLC may elect to include at some point, at its sole discretion, into the final Agreements.
- .5 **PROPERTY RIGHTS:** All responses and materials submitted in response to this RFP shall become the property of ECDLLC.

11.0 ATTACHMENTS: Information is subject to change.

- A: FF&E Contractor Scope of Services dated 25-Mar-2009.
- B: FF&E Contractor Preliminary Schedule dated 13-Apr-2009.
- C: M/WBE Firm Participation Form – Schedule B
- D: FF&E Scope Matrix – 13-Apr-2009
- E: OEC – Architectural Floor Plans - ASI 002 – Reference and Area Reference Plans (Available for pick-up at Events Center Development offices, 101 S. Garland Ave., Suite 201, Orlando, FL 32801 during office hours Monday – Friday, 9AM – 6PM EST.

END OF REQUEST FOR PROPOSALS

ATTACHMENT A
FF&E CONTRACTOR SCOPE OF SERVICES

FF&E Contractor Scope of Services: The scope of services shall include, but are not limited to:

A. Scope of Work: The FF&E Contractor shall contract directly with ECDLLC and will furnish all labor, materials, equipment, etc. and perform all required work in procuring, receiving, warehousing, and installing all furniture, fixtures, and equipment identified in ECDLLC's FF&E Masterlist. This shall include, but is not limited to:

1. Developing, managing, and executing a competitive procurement process for FF&E, under direction and approval authority of ECDLLC. Awards shall be subject to approval of ECDLLC, and the respective Design Team or City Specifier.
2. Authoring and issuing Purchase Orders and providing scope of work documents. Review and provide consultation for vendor scopes of work prior to issuance of vendor Purchase Orders. All Purchase Orders subject to approval by ECDLLC. All Purchase Orders are to be written in accordance with City of Orlando's Owner Direct Purchase ("ODP") program.
3. Coordinating with author / specification-writer of any given specification in the event that products are discontinued, out of stock, not available or otherwise unable to be procured on schedule for the purposes of revising the specification to an approved equal or substitution.
4. Coordinating installation with author / specification writer of all FF&E.
5. Providing Proof of Insurance to cover risk of loss/damaged items until they are delivered to the Project site. Coverage shall take all risk of loss/damages encountered during receiving, relocation (once received), storage, assembly (if necessary), and delivery to the project site.
6. No authorization to proceed shall be issued to vendors prior to review and approval by ECDLLC and FF&E Contractor.
7. Performing bi-weekly calls/meetings with manufacturers to verify the status of orders.
8. Provide confirmation of production and shipping reports from manufacturers. Manage any incomplete/damaged/incorrect shipments directly with manufacturers.
9. Coordinating furniture layouts with Architect, Interior Designer, Food Service, Power, and Communications drawings. Provide final installation documents for ECDLLC approval.
10. Providing pay application support based upon invoices including pre-approval and progress reporting.
11. Inspecting installation, preparing punchlist, and scheduling/managing corrective work. Conduct a final inspection with Owner and ECDLLC representatives. Provide all keys, warranty information, and user manuals upon final inspection. Coordinate product training if required.
12. Performing cleanup, trash removal, and wipe-down of FF&E after delivery and installation, immediately prior to turnover.
13. Installing FF&E from warehouse(s) based on availability of secured rooms and areas as the Construction Manager at Risk provides. Sorting of FF&E for appropriate delivery is the responsibility of the FF&E Contractor.

14. Securing of installed components during installation phase shall be the responsibility of the FF&E Contractor. Once the room/space/area FF&E installation is complete, turnover and sign off to ECDLLC will relieve FF&E Contractor of security responsibilities.
15. Training and start-up of select FF&E components shall be the responsibility of the FF&E Contractor.

B. Exclusions to Scope of Work

1. Developer Controlled Insurance Program shall be excluded from FF&E Contractor's scope of work.
2. All hard connections to existing mechanical, electrical, and plumbing shall be excluded from FF&E Contractor's scope of work.

C. Special Conditions

1. Providing a schedule for ECDLLC review detailing how the FF&E Contractor will bid, receive, warehouse (if required), inventory, deliver, and install FF&E. Progress meetings with reports and schedule updates shall be provided on a bi-weekly basis. Issue/delay resolution will be managed as necessary.
2. Responsible for protection and repair of finishes damaged as a result of FF&E work including painting touch up, minor drywall repair, flooring finish repair. Any ceiling tiles moved during installation shall be replaced and any ceiling tiles damaged during installation shall be replaced.
3. Parking is the responsibility of the FF&E Contractor. No on-site parking will be available.
4. Working with the Construction Manager at Risk loading docks to perform all delivery and installation work in accordance with the designated hours for site access. Forty-eight (48) hour advanced notice of all deliveries to CM @ Risk required.
5. Forklifts, hand trucks, and carts shall be outfitted with wheel diapers / covers to protect finished floors.
6. FF&E Contractor is responsible for providing separate dumpster equipment and / or trash removal service to remove FF&E associated debris from the project. The FF&E Contractor shall not use dumpsters provided by the CM @ Risk for trash removal.

END OF ATTACHMENT A

		2009									
		Start	Finish	June	July	August	September	October	November	December	
Procurement:	Begin Pricing	15-Jun-09		15-Jun							
	Begin Bid Preparation	1-Aug-09	30-Sep-09			1-Aug	30-Sep				
	Begin Bidding	1-Sep-09	31-Oct-09				1-Sep	31-Oct			
	Bid Analysis and P.O. Preparation	1-Oct-09	30-Nov-09					1-Oct	30-Nov		

		2010											
		Start	Finish	January	February	March	April	May	June	July	August	September	October
Early Occupancy Spaces	Early Start / Early Finish	1-Jul-10	15-Jul-10							7/1 - 7/15			
	Late Start / Late Finish	1-Aug-10	15-Aug-10								8/1 - 8/15		
Remainder of Building	Early Start / Early Finish	1-Aug-10	15-Sep-10								8/1 - 9/15		
	Late Start / Late Finish	1-Sep-10	30-Sep-10									9/1 - 9/30	

SCHEDULE B

BIDDER PARTICIPATION PLAN FORM

State of _____

County of _____

City of _____

I HEREBY DECLARE AND AFFIRM that I am a duly authorized representative of:

(Name of "Prime Subcontractor Bidder")

and that I have personally reviewed the material and facts set forth herein describing our proposed plan to achieve the goal for M/WBE Firm participation on this contract.

All M/WBE Firms included in this plan have been certified as such by

(Letter(s) of Certification must be Attached)

- I. **M/WBE Firm Contractor.** If Contractor is a certified M/WBE Firm, attach copy of Letter of Certification. This certification will be used to measure the effectiveness of project's outreach activities.
- II. **M/WBE Firms as Joint Ventures.** If Contractor is a Joint Venture and one or more Joint Venture partners are certified as M/WBE Firms attach copies of Letters of Certification and copy of Joint Venture Agreement clearly describing the role of the Venue Targeted Firm and its ownership interest in the joint venture.
- III. **M/WBE Firm Subcontractors.** Complete for each M/WBE Firm subcontractor / tier-subcontractor/supplier.

Name of M/WBE Firm: _____

Address: _____

Contact Person: _____ Phone: _____

Certified as: _____

Dollar Amount of Participation: \$ _____

Percent Amount of Participation: % _____

Name of M/WBE Firm: _____
Address: _____
Contact Person: _____ Phone: _____
Certified as: _____
Dollar Amount of Participation: \$ _____
Percent Amount of Participation: % _____

Name of M/WBE Firm: _____
Address: _____
Contact Person: _____ Phone: _____
Certified as: _____
Dollar Amount of Participation: \$ _____
Percent Amount of Participation: % _____

Name of M/WBE Firm: _____
Address: _____
Contact Person: _____ Phone: _____
Certified as: _____
Dollar Amount of Participation: \$ _____
Percent Amount of Participation: % _____

Name of M/WBE Firm: _____
Address: _____
Contact Person: _____ Phone: _____
Certified as: _____
Dollar Amount of Participation: \$ _____
Percent Amount of Participation: % _____

In order to evaluate the effectiveness of project outreach activities a Bidder shall complete the following sections:

IV. Summary of Venue Targeted Firm Participation:

M/WBE Firm Name	Dollar Amount	% Amount
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
MBE Participation	\$ _____	_____
WBE Participation	\$ _____	_____
Total M/WBE Participation	\$ _____	_____ %

*A Letter of Intent is required by the Prime Subcontractor 24 hours after the bid by the Construction Manager, **and must be signed by both the "Prime Bidder" and M/WBE Firm,** for each of the M/WBE Firms listed on the (Bidder's / Subcontractor) Participation Plan Form. In preparing its bid on this Project, the Bidder has considered all proposals submitted from qualified, potential tier-subcontractors, suppliers/vendors, and has not engaged in or condoned prohibited discrimination.*

V. Total Participation for M/WBE Firms: _____ %

VI. Anticipated Workforce Development Agency New Hires and Apprentices needed for the Project (First Source Program – Blueprint Office/WDA)

Total employees projected for the Scope of Work = _____

Approximate breakdown of workforce (number of employees for each classification). Bidder (Subcontractor) shall write in primary trade where not identified (e.g. carpenter, cement finisher, rigger, mechanic, ironworker, plumber, electrician, etc.)

- Journeyman _____
- Laborers _____
- Operators _____
- Apprentices (at least 1 apprentice / 10 journeyman) _____
- Other (please identify) _____
- Other (please identify) _____

Other (please identify) _____

Total = _____

Approximate number of employees from company's own forces = _____

Approximate number of new hires needed to complete the work = _____

Blueprint Office/WDA is to be the First Source for new hires needed for the work.

Bidder (Subcontractor) shall submit to the Construction Manager monthly manpower projection updates by trade classification. The manpower projections will then be submitted to Workforce Central Florida.

Dated this _____ day of _____, 20____.

Bidder

By

Title

FF&E Summary - Orlando Events Center		
Section	Package	Total Estimated Cost
I.	AV/IT Technology	\$3,174,940
II.	Concessions & Food Service	\$2,446,650
III.	Sports Equipment	\$2,855,535
IV.	Lounge & Suite Furnishings	\$2,339,600
V.	Gameday Operations	\$40,500
VI.	Facility Operations	\$1,725,060
VII.	Maintenance & Housekeeping	\$400,000
VIII.	Theme	\$202,000
IX.	Furniture by Area	\$2,805,160
X.	Artwork Allowances	\$243,850
Sub-Total		\$16,233,295
TOTAL ESTIMATED COST OF FF&E		\$16,233,295

I. AV/IT Technology

Item	Count	Unit
------	-------	------

TELEVISIONS		
x Loge Box Monitors 11" LCD	96	ea
x Menu Boards	63	ea
TELEVISIONS	-	

VIDEO BOARDS / MARQUEE		
VIDEO BOARDS / MARQUEE	-	

COMPUTER SYSTEMS		
i. SOFTWARE		
AutoCAD Licenses	5	ea
Event Management Software	1	ls
Security Operations Software	1	ls
Time Clock System	1	ls
Tracking Software for Shipping	1	ls
ii. SYSTEMS		
Automated Teller Machines	-	ea
Distributed Antenna System	840,000	sf
Kronos Time Clock System	1,250	user
Ticket System	1	ls
Safety Communications System	1	ls
White Noise System	1	ls
COMPUTER SYSTEMS		

IT/AV		
Assisted Listening Device	50	ea
Assisted Listening Device Charger	3	ea
Other Services	1	ls
Photo Strobes	2	ea
Portable Broadcast Equipment	1	ls
Plotter	1	ea
Courtside Broadcast Equipment	1	ls
CD/DVD Player	5	ea
Desktop Personal Computers	50	ea
Multifunction - Print/Fax/Scan/Copy	10	ea
Printers (Statistics/Concierge)	10	ea
Radios - 2 Way	150	ea
Spotlights	16	ea
IT/AV		

MEETING SUPPORT		
Easel	25	ea
Portable Projectors	4	ea
Podium	8	ea
Projection Carts	6	ea

I. AV/IT Technology

Item	Count	Unit
------	-------	------

TELEVISIONS		
Portable Projection Screens	4	ea
Whiteboard	42	ea
MEETING SUPPORT		

TELEPHONY		
Telephone Headsets	50	ea
TDD	2	ea
Full Telephony System	1	ls
TELEPHONY		

VIDEO WALL		
Entry Level Video Wall	1	ea
VIDEO WALL		

AV/IT Technology		
TOTAL Estimated Cost	\$	3,174,940.00

II. Concessions & Food Service

Item	Count	Unit
------	-------	------

FIXED CONCESSIONS FIXTURES/EQUIPMENT		
Fixed Equipment	-	ea
FIXED CONCESSIONS FIXTURES/EQUIPMENT		

PORTABLES		
x Portable Carts	56	ea
x Décor/Themeing	56	ea
Buffet Tables	3	ea
x Portable Premium Carts	69	ea
PORTABLES		

MISC. FOOD SERVICE EQUIPMENT		
x Misc. Office Equipment	1	ls
x Commissary Transpo. Equipment	1	ls
MISC. FOOD SERVICE EQUIPMENT		

SMALL WARES		
x Concessions & Premium Areas	1	ls
x Player/Press Kitchens/Breakrooms	1	ls
SMALL WARES		

RESIDENTIAL / SUITES / BREAKROOMS		
Coffee Maker	25	ea
Coffee Maker	25	ea
Gatorade Refrigerator	3	ea
Microwave Oven	25	ea
Refrigerators - Under Counter	10	ea
Toaster Oven	15	ea
Water Cooler	15	ea
RESIDENTIAL / SUITES / BREAKROOMS		

Concessions & Food Service		
TOTAL Estimated Cost	\$	2,446,650.00

III. Sports Equipment

Item	Count	Unit
------	-------	------

BASKETBALL		
x	Ball Trucks	3 ea
x	Team Seating-Courtside	70 ea
x	Fan Seating - Courtside	410 ea
x	WC Attendant Seating	200 ea
x	Bounce Backs	2 ea
	Equipment Storage	1 ls.
x	Laundry Hampers	2 ea
x	NCAA Court Flooring	1 ls
x	Main Court Goals	3 ls
x	Flooring Carts	30 ea
x	Scorers & Press Table	1 ea
	Additional Media Table	2 ea
x	Removable Risers	360 ea
x	Costas Platforms	1 ls
x	Shooting Machine	1 ls
x	Shower Curtains	16 ea
	Standards	1 sf
	Tunnel Canopy	2 ls
	Calf Board	4 ea
x	Cooling Fan	1 lf
x	Air Pump	2 ea
x	PSI Gauge	1 ls
x	Inflation Needles	3 ea
	Swiss Ball	2 ea
	Worktable	1 ea
x	Weightroom Equipment*	1 ea
		ea
BASKETBALL		

HOCKEY		
	Zamboni	1 ea
	Extra Blades	6 ea
	Zamboni Ice Removal Equip.	1 ls
	Ice Tools	1 ls
	Skate Sharpener	1 ea
	Ice Floor Decking	1 ls
	Ice Floor Decking Carts	1 ls
	Laundry Hampers	4 ea
	Power Edger (Zamboni)	2 ea
	Paint	1 ls
	Skate Matting	2,000 sf
	Hockey/AFL Weightroom	1 ea
HOCKEY		

III. Sports Equipment

Item	Count	Unit
------	-------	------

ARENA FOOTBALL/SOCCER		
Football Artificial Turf Field	1	ls
Perimeter Netting	-	
Football Goal Posts/Net Frames	1	set
Soccer Artificial Turf Field	1	ls
Soccer Goal Sets	1	set
ARENA FOOTBALL/SOCCER		

CONCERT		
Artist Zone Equip/Games	1	ls
Portable Dance Floor	1	ea
Pipe & Drape	1,000	sf
Chain Hoists	8	ea
Concert Stage	1	ls
Soundwings	1	ls
ADA Elevator	1	ls
Mix Platform	1	ea
Portable Chairs & Carts	2,100	ea
Terrace Infill Portable Platforms	1	ls
Raised Platforms @ Interview	25	ea
Portables @ Broadcast	1	ls
Tables	100	ea
Tables	100	ea
Table Skirts	100	ea
Table Skirts	100	ea
Stage Barricade and Carts	1	ls
CONCERT		

FIRST AID/TRAINING		
X Ray Equipment-Portable	1	ls
X Ray Wall Mounted Exam Light	1	ea
Gurney/Stretcher	2	ea
Trainer's Tables	8	ea
Trainer's Tables	8	ea
Taping Tables	8	ea
Exam Stools	8	ea
Free Standing Modular Storage	8	ea
Mobile Hydrocollators	1	ls
Modality Carts	8	ea
Transport Chair	2	ea
FIRST AID/TRAINING		

WEIGHTROOM		
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III. Sports Equipment

Item	Count	Unit
Half Rack w/ wood logo platforms	2	sets
Cable Cross w/3 weight stacks	1	ea
Leg Extension	1	ea
Upright Bench Press	1	ea
Lat Pulldown	1	ea
Seated Leg Curl	1	ea
4 way Hip	1	ea
Hip Sled Leg Press	1	ea
Shuttle	1	ea
Adjustable Work Benches	2	ea
Typical Flat Bench	1	ea
Glute Ham Machine	1	ea
Certified Olympic Bars	5	ea
Bumper Sets	3	sets
Medicine Ball Storage Racks	2	ea
Treadmill	1	ea
Stairmaster	1	ea
Stationary Bike	1	ea
Stationary Bike	1	ea
Boxing Bag	1	ea
Cobra Bag	1	ea
Platforms w/ Logo	2	ea
Elliptical	2	ea
Hydraulic Resistance Machine	1	ea
Slide Board	1	ea
Step Up Boxes	3	ea
Freight	1	ls
WEIGHTROOM		

Sports Equipment		
TOTAL Estimated Cost	\$	2,855,535.00

IV. Lounge & Suite Furnishings

Item	Count	Unit
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TRADITIONAL SUITE		
Soap Dispensers - Free Standing	7	ea
ADA Tables	60	ea
Chairs	248	ea
Coffee Table	62	ea
Sofa	62	ea
Floor Lamp	120	ea
Mirrors - Founders/Club/Skybar	40	ea
Portable Coat Rack	62	ea
Stools	290	ea
Trash Receptacle	62	ea
TRADITIONAL SUITE		

BUNKER SUITE		
Chairs	4	ea
Coffee Table	1	ea
Couch	1	ea
Dining Room Table	1	ea
Dining Table Chairs	8	ea
End Tables	2	ea
Floor Lamp	2	ea
Portable Coat Rack	1	ea
Occasional Tables	1	ea
Stools	6	ea
Trash Receptacle	2	ea
BUNKER SUITE		

SUPER SUITE		
ADA Tables	2	ea
Chairs	8	ea
Coffee Table	2	ea
Sofa	2	ea
Floor Lamp	8	ea
Portable Coat Rack	4	ea
Serving Table	12	ea
Stools	60	ea
Trash Receptacle	8	ea
SUPER SUITE		

PARTY SUITE		
ADA Tables	2	ea
Chairs	16	ea
Coffee Table	4	ea

FFE Master List

IV. Lounge-Suite Furniture

IV. Lounge & Suite Furnishings

Item	Count	Unit
------	-------	------

Sofa	4	ea
Floor Lamp	12	ea
Portable Coat Rack	4	ea
Serving Table	8	ea
Stools	28	ea
Trash Receptacle	4	ea
Party Deck Side Chairs	80	ea
Party Deck Stools	40	ea
Party Deck Tables	10	ea
PARTY SUITE		

HOSPITALITY		
Chairs	12	ea
Sofa	2	ea
Occasional Table	6	ea
Side Chairs	34	ea
Side Chairs	105	ea
Dining Tables	13	ea
Floor Lamp	4	ea
Portable Coat Rack	2	ea
Trash Receptacle	4	ea
HOSPITALITY		

LOGE BOX SEATING		
Chairs	398	ea
LOGE BOX SEATING		

STAR CLUB		
Star Club Tables	8	ea
Star Club Tables	8	ea
Star Club Tables	25	ea
Star Club Tables	25	ea
Star Club Chairs	16	ea
Star Club Stools	200	ea
Star Club Chairs	50	ea
Greeters Podium	1	ea
STAR CLUB		

CLUB BAR/RESTAURANT		
Club Bar Stools	81	ea
Club Bar Side Chairs	14	ea
Club Bar Height Table	16	ea

FFE Master List

IV. Lounge & Suite Furnishings

Item	Count	Unit
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Club Terrace Tables	17	ea
Club Terrace Chairs	68	ea
Club Restaurant Chairs	24	ea
Club Restaurant Side Tables	8	ea
Club Restaurant Coffee Tables	2	ea
Club Restaurant Lamps	4	ea
Club Restaurant Tables	47	ea
Club Restaurant Stools	20	ea
Club Restaurant Side Chairs	235	ea
Greeters Podium	2	ea
CLUB BAR/RESTAURANT		

EVERYPERSONS BAR		
Stools	150	ea
Tables	30	ea
EVERYPERSONS BAR		

MISC. SUITES		
Home General Manager Suite	1	ls
Visiting General Manager Suite	1	ls
MISC. SUITES		

SKY BAR/TOWER BAR		
x Stools - Sky Bar	22	ea
x Lounge Chairs - Sky Bar	4	ea
x Occasional Table - Sky Bar	2	ea
x Bar Height Table - Sky Bar	6	ea
x Bench - Terrace Bar	4	ea
x Stools - Terrace Bar	35	ea
x Bar Height Table - Terrace Bar	6	ea
Patio Heaters	14	ea
SKY BAR/TOWER BAR		

Lounge & Suite Furnishings		
TOTAL Estimated Cost	\$	2,339,600.00

V. Gameday Operations

Item	Count	Unit
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GAMEDAY OPERATIONS		
Arcade-Style Games	6	ea
Christmas Decorations	1	ls.
Inflatable Logo	1	ls.
Inflatable Mascot	1	ls.
Inflatable Slide	1	ls.
Storage for Gameday Ops.	1	ea
Misc. Inflatables	1	ls.
Promotional Equipment	1	ls.
Trampolines	1	ls.
Air Cushions	1	ls.
Smoke Machines/Dry Ice	1	ls.
Free Throw Arcade Games	1	ls.
Ski Ball	1	ls.
GAMEDAY OPERATIONS		

Gameday Operations		
TOTAL Estimated Cost	\$	40,500.00

VI. Facility Operations		
Item	Count	Unit

GENERAL		
ADA Turnstile	-	ea
Turnstiles	-	ea
Auto Cashier	5	ea
Bench	25	ls
Cable Protector	15	ea
Cable Ramps	30	ea
Decorative Banners	25	ea
Digital Camera	5	ea
First Aid Kits	15	ea
Flags	6	ea
Garment Racks	15	ea
Guest Relations Booth	1	ea
Hardwood Dollies	20	ea
Lost & Found Equipment	1	ea
Padlocks	340	ls
Portable Generators	2	ea
Postage Carts	4	ls
Retail Spaces	1	ea
Walk off Mats	20	ea
Safe	1	ea
Segways	6	ls
Signage - Portable Sign Holders	1	ea
Shower Curtains	1	ea
Storage	200	ea
Trash Compactor	1	ls
Trash/Recycling Receptacles	100	ea
Video Camera	2	ea
Wheelchairs	8	ea
GENERAL		

PARKING/CROWD CONTROL		
Barricade	100	ea
Barricade - 8' wood	25	ea
Bicycle Barricades - 8'	100	ea
Cueing Rails	1	ls
Jump Start Booster Pack	2	ea
Lock Out Tool Kit	2	ea
Parking Handler Beacons	50	ea
Parking Handler Flags	50	ea
Portable Scissor Gates	10	ea
Wind Resistant Sign Stands	25	ea
Tensa Barriers	120	ea
Traffic Cones	200	ea
PARKING/CROWD CONTROL		

VI. Facility Operations		
Item	Count	Unit

SHIPPING/RECEIVING		
Forklift w/ Side Shifter	2	ea
Forklift w/ Side Shifter	1	ea
Forklift Extensions	2	pairs
Genie Lift	1	ea
Night Vision Spotting Scope	1	ea
Pallet Jack	5	ea
Pallet Stacker	1	ea
Scissor Lift	1	ea
Platform Truck	20	ea
Knuckle Boom Lift	1	ea
SHIPPING/RECEIVING		

SECURITY		
Badging Equipment	1	ls
ID Camera	1	ea
Flashlights	200	ea
Key Machine	1	ea
Key Cabinets	1	ea
Metal Detector	2	ea
Metal Detector	50	ea
Patrol Scan System	1	ls
SECURITY		

GOLF CARTS		
Parking	-	ea
Security	2	ea
Magic	1	ea
City	1	ea
Maintenance/Shipping	1	ea
Hospitality	2	ea
GOLF CARTS		

Facility Operations		
TOTAL Estimated Cost	\$	1,725,060.00

VII. Maintenance & Housekeeping

Item	Count	Unit
------	-------	------

MAINTENANCE		
Adjustable Height Workbenches	10	ea
Air Compressor	2	ea
Air Hammer	1	ea
Air Hose	2	ea
Air Hose Fittings	2	set
Air Impact Gun	1	ea
Air Impact Gun	1	ea
Air Ratchet	1	ea
Amp Meter	1	ea
Amp Meter	1	ea
Analog Multimeter	1	ea
Appliance Truck	10	ea
Arc Welder	1	ea
Arc Welding Helmet	2	ea
Radial Saw	1	ea
Band Saw	1	ea
Band Saw	1	ea
Battery Charger	5	ea
Bench Grinder	1	ea
Bench Grinder Stand	1	ea
Bolt Cutters	2	ea
Bow Rake	4	ea
Cabinets-Storage	12	ea
Cardboard Baler	2	ea
C-Clamp	1	ea
C-Clamp	1	ea
C-Clamp	1	ea
Chain Hoist	3	ea
Circuit Chaser Amprobe	1	ea
Crimping Tool	2	ea
Cylinder Trucks	1	ea
Disc Sander	1	ea
Drain Cleaner	6	ea
Drill	2	ea
Drill	1	ea
Drill	1	ea
Drill Press	1	ea
Drill Press Motor	1	ea
Drill Press Vise	1	ea
EMT Bender	1	ea
EMT Bender	1	ea
EMT Bender	1	ea
Extension Cord	50	ea
Extension Cord	50	ea
Extension Cord	50	ea
Fish Tape	1	ea

VII. Maintenance & Housekeeping

Item	Count	Unit
Flare and Cutter Clip	1	ea
Flashlights	25	ea
Gooseneck Bar	2	ea
Grease Gun	2	ea
Hammer	3	ea
Hammer	1	ea
Hammer	1	ea
Hazardous Cabinets	1	ea
Hazardous Cabinets	1	ea
Heat Gun	1	ea
Impact Wrench	2	ea
Incandescent 18' Bulb Changer	2	ea
Industrial Open Shelving	20	ea
Jack Stands	2	set
Jig Saw	1	ea
Johnson Bar	1	ea
Lawn Mower	2	ea
Level	2	ea
Linear Measuring Wheel	1	ea
Lock Out Center 5U713	2	ea
Miter Saw	1	ea
Oxygen/Acetylene B Tank Set	1	ea
Oxygen/Acetylene Welding Outfits	1	ea
Pipe Cutter	2	ea
Pipe Cutter	2	ea
Pipe Vise	1	ea
Pipe Wrench	1	ea
Pipe Wrench	1	ea
Pruning Shears	2	ea
Pry Bar	2	ea
Punch & Chisel Set	1	ea
Refrigerant Gauges	1	ea
Refrigerant Recovery System	1	ea
Refrigerant Vacuum Pump	1	ea
Rigid Pipe Threading Tool Set	1	ea
Sander	1	ea
Sander Motor	1	ea
Sander/Grinder	1	ea
Sawzall	1	ea
Service Carts	8	ea
Shovel	10	ea
Shovel	10	ea
Skilsaw	3	ea
Socket Kit	2	ea
Square Point Shovel	4	ea
Storage Bins	6	ea

VII. Maintenance & Housekeeping

Item	Count	Unit
Tap & Die Set	1	ea
Tape Measure	2	ea
Unisaw	1	ea
Vise	2	ea
Weed Whacker	2	ea
Welder	1	ea
Wheelbarrow	2	ea
Extension Ladder	2	ea
Extension Ladder	1	ea
Ladder	3	ea
Ladder	4	ea
Ladder	4	ea
Ladder	4	ea
Laser Measurer	1	ea
Wood Planer Motor	1	ea
Work Lights	4	sets
MAINTENANCE		

HOUSEKEEPING		
Automatic Escalator Cleaner	2	ea
Autoscrubber	1	ea
Backpack Vacuum	2	ea
Biohazard Vacuum w/12 filters	3	ea
Bowl Brushes	100	ea
Brute Container	50	ea
Burnishers/Polishers	2	ea
Cocoa Mats	200	ea
Doormats	100	ls
Exterior Debris Vacuum	3	ea
Fan Blower	5	ea
Floor Signs	25	ea
Floor Dryer	12	ea
Gondolas	6	ea
Handheld Vacuum	5	ea
Indoor/Outdoor Vacuum	3	ea
Janitor Carts	30	ea
Restroom Cleaner	5	ea
Lobby Brooms	100	ea
Lobby Dust Pans	100	ea
Mop Handles	100	ea
Mop Heads	100	ea
Mop/Bucket Wringer Combo	20	ea
Power Washer	3	ea
Pressure Washer	2	ea
Round Dolly for Containers	25	ea

VII. Maintenance & Housekeeping

Item	Count	Unit
Scrapers	3	ea
SpaceSaver Storage System	1	ea
Squeegee Handles	25	ea
Squeegee Head	25	ea
Tenant Sweeper/Scrubber	1	ea
Tilt Trucks	5	ea
Upright Vacuum	5	ea
Warehouse Broom	24	ea
Wet/Dry Vacuum	3	ea
Wide Area Vacuum	3	ea
HOUSEKEEPING		

Maintenance & Housekeeping		
TOTAL Estimated Cost	\$	400,000.00

VIII. Theme

Item	Count	Unit
------	-------	------

SPONSORSHIP SPACES		
X Box Console	6	ea
Super Shot Deluxe Bball Game	5	ea
B&N Wall to Floor Retail Display	200	ea
Loose B&N Retail Stands	17	ea
Stackable Wicker Barstools	36	ea
Stackable Barstool w/ SS Legs	24	ea
Stackable Chair w/ SS Legs	28	ea
SPONSORSHIP SPACES		

Theme		
TOTAL Estimated Cost	\$	202,000.00

IX. Furniture By Area

Item	Count	Unit
CITY OF ORLANDO OFFICE SPACE		
CITY OF Bookcase	2	ea
CITY OF File Cabinet/Bookcase	1	ea
CITY OF Chair	11	ea
CITY OF Chair	10	ea
CITY OF Chair	3	ea
CITY OF Chair	20	ea
CITY OF Chair	17	ea
CITY OF Chair	10	ea
CITY OF Chair	5	ea
CITY OF Chair	2	ea
CITY OF Chair Mat	21	ea
CITY OF Conference Room Table	1	ea
CITY OF Conference Room Table	1	ea
CITY OF Conference Room Table	1	ea
CITY OF Conference Seating	27	ea
CITY OF Cubicles-Open Workstation	9	ea
CITY OF Desk	1	ea
CITY OF Desk w/ Return	5	ea
CITY OF Desk	3	ea
CITY OF Drapery/Blinds	1	ls
CITY OF File Cabinet	53	ea
CITY OF File/Bookcase	1	ea
CITY OF First Aid Kit	1	ea
CITY OF Lamp	10	ea
CITY OF Paper Shredder	2	ea
CITY OF Plants	10	ea
CITY OF Postage Meter	1	ea
CITY OF Postage Scale	1	ea
CITY OF Table	4	ea
CITY OF End Table	4	ea
CITY OF Coffee Table	3	ea
CITY OF Typewriter	1	ea
CITY OF Wastebaskets	50	ea
CITY OF CITY OF ORLANDO OFFICE		

ORLANDO MAGIC OFFICE SPACE		
ORLANDO Boardroom Chairs	26	ea
ORLANDO Boardroom Table	2	ea
ORLANDO Chair	45	ea
ORLANDO Chair	14	ea
ORLANDO Chair	7	ea
ORLANDO Chair	12	ea
ORLANDO Chair	12	ea
ORLANDO Chair	38	ea
ORLANDO Chair	26	ea
ORLANDO Chair	9	ea

FFE Master List

IX. Furniture by Area

IX. Furniture By Area

	Item	Count	Unit
ORLAN	Chair	5	ea
ORLAN	Conference Room Table	1	ea
ORLAN	War Room Seating	18	ea
ORLAN	Cubicles/Workstations	3	ea
ORLAN	Cubicles/Workstations	12	ea
ORLAN	Cubicles/Workstations	3	ea
ORLAN	Cubicles/Workstations	1	ea
ORLAN	Workstation @ Reception	1	ea
ORLAN	Desk w/ Return	13	ea
ORLAN	Desk	7	ea
ORLAN	Communications Workstations	7	ea
ORLAN	Draperies, Hardware, Sheers	12	ea
ORLAN	File Cabinet	24	ea
ORLAN	File Cabinet/Bookcase	12	ea
ORLAN	Paper Shredder	2	ea
ORLAN	Plants	10	ea
ORLAN	Postage Meter	1	ea
ORLAN	Postage Scale	1	ea
ORLAN	Table	1	ea
ORLAN	Table	4	ea
ORLAN	End Table	9	ea
ORLAN	Table	3	ea
ORLAN	Coffee Table	2	ea
ORLAN	Typewriter	1	ea
ORLAN	Wastebaskets	64	ea
ORLAN	ORLANDO MAGIC OFFICE		

TICKETING OFFICES			
TICKET	Chairs	18	ea
TICKET	Chairs	5	ea
TICKET	Chairs	10	ea
TICKET	Chairs	7	ea
TICKET	Desk	5	ea
TICKET	Coin Counter	1	ea
TICKET	Currency Counter	1	ea
TICKET	Panel System	2	ea
TICKET	Open Offices	6	ea
TICKET	Postage Meter	1	ea
TICKET	Postage Scale	1	ea
TICKET	Table	2	ea
TICKET	End Table	1	ea
TICKET	Trash Receptacles	20	ea
TICKET	TICKETING OFFICES		

BREAKROOM			
BREAK	Chair	50	ea

IX. Furniture By Area

	Item	Count	Unit
BREAKR	Table	10	ea
BREAKR	First Aid Kit	3	ea
BREAKR	Trash Receptacles	3	ea
BREAKR	BREAKROOM		

TRAINERS OFFICES/STORAGE (Magic)			
TRAINER	Desk w/ Return	7	ea
TRAINER	Cabinet Unit	1	ea
TRAINER	Bookcase	7	ea
TRAINER	File Cabinets	7	ea
TRAINER	Chair	7	ea
TRAINER	Desk Chair	11	ea
TRAINER	Mobile Lockers	4	ea
TRAINER	Shelving	3	ea
TRAINER	Trash Receptacles	10	ea
TRAINER	TRAINERS OFFICES/STORAGE (Magic)		

TRAINERS OFFICES/STORAGE (City)			
TRAINER	Desk	5	ea
TRAINER	Desk Chair	5	ea
TRAINER	File Cabinet	4	ea
TRAINER	Cabinet Unit	4	ea
TRAINER	Book Shelf	4	ea
TRAINER	Shelving	4	ea
TRAINER	Trash Receptacles	10	ea
TRAINER	TRAINERS OFFICES/STORAGE (City)		

HOME BB LOCKER, COACHES/EQUIP.			
HOME B	Massage Chairs	4	ea
HOME B	Locker Room Chairs	40	ea
HOME B	Coaches Conference Seating	14	ea
HOME B	Coaches Conference Tables	1	ea
HOME B	Desk	1	ea
HOME B	File Cabinet/Bookcase	2	ea
HOME B	Chairs - Team Lounge	6	ea
HOME B	Coffee Table - Team Lounge	2	ea
HOME B	Bar Stools - Team Dining	4	ea
HOME B	Dining Table - Team Dining	4	ea
HOME B	Side Chairs - Team Dining	16	ea
HOME B	Mobile Lockers	5	ea
HOME B	Trash Receptacle	4	ea
HOME B	Desk Chair	3	ea
HOME B	Trash Receptacles	10	ea

IX. Furniture By Area

Item	Count	Unit
HOME BB LOCKER, COACHES/EQUIP.		

VISITOR BBALL LOCKER/COACHES		
VISITOR Visiting Locker Chairs	33	ea
VISITOR Table	1	ea
VISITOR Desk	1	ea
VISITOR Bookcase	1	ea
VISITOR Chair	1	ea
VISITOR Desk Chair	1	ea
VISITOR Trash Receptacles	10	ea
VISITOR VISITOR BBALL LOCKER/COACHES		

HOCKEY/AFL LOCKER ROOMS		
HOCKEY Folding Chair	113	ea
HOCKEY Storage Shelving	7	ea
HOCKEY Desk w/ Return	7	ls
HOCKEY Desk Chair	7	ea
HOCKEY Side Chair	10	ea
HOCKEY File Cabinet	3	ea
HOCKEY Tables	2	ea
HOCKEY Side Chairs	6	ea
HOCKEY Trash Receptacles	25	ea
HOCKEY HOCKEY/AFL LOCKER ROOMS		

PRESS/MEDIA		
PRESS Press Chairs	65	ea
PRESS Side Chairs - Large Interview Room	76	ea
PRESS Stacking Chairs - Press Support	48	ea
PRESS Dining Tables - Press Support	6	ea
PRESS Green Screen Roller Shades	2	ea
PRESS Keg Refrigerator w/tap	2	ea
PRESS SoftServ Ice Cream Machine	1	ea
PRESS Pizza Display	1	ea
PRESS Video Cassette File Storage	3	ea
PRESS PRESS/MEDIA		

GREEN ROOM/STAR ROOMS		
GREEN Chair	9	ea
GREEN Side Chair	18	ea
GREEN Occasional Table	11	ea
GREEN Coffee Table	7	ea
GREEN Serving Table	8	ea
GREEN Stools	38	ea
GREEN Couch	7	ea

IX. Furniture By Area

	Item	Count	Unit
GREEN	Portable Coat Rack	8	ea
GREEN	Trash Receptacle	8	ea
GREEN	GREEN ROOM/STAR ROOMS		

FAMILY, KITCHEN, PLAY ROOM			
FAMILY	Artwork	3	ea
FAMILY	Chairs	4	ea
FAMILY	Coffee Table	1	ea
FAMILY	Sofa	6	ea
FAMILY	Dining Table - Round	2	ea
FAMILY	End Tables	3	ea
FAMILY	Floor Lamp	3	ea
FAMILY	Portable Coat Rack	1	ea
FAMILY	Side Chairs	3	ea
FAMILY	Stools	4	ea
FAMILY	Occasional Table	1	ea
FAMILY	Trash Receptacle	2	ea
FAMILY	Playroom/Nursery Equipment	1	ls
FAMILY	FAMILY, KITCHEN, PLAY ROOM		

BANQUET ROOMS			
BANQU	Chairs	48	ea
BANQU	Tables	26	ea
BANQU	Dining Tables	18	ea
BANQU	Stools	130	ea
BANQU	Stackable Banquet Chairs	720	ea
BANQU	Stackable Chair Carts	12	ea
BANQU	72" Rounds Carts	6	ea
BANQU	72" Rounds	60	ea
BANQU	Table Skirts	60	ea
BANQU	Trash Receptacle	10	ea
BANQU	BANQUET ROOMS		

FIRST AID			
FIRST A	Exam Tables	8	ea
FIRST A	Exam Stools	8	ea
FIRST A	Side Chair	8	ea
FIRST A	Side Table	2	ea
FIRST A	Defibrillators	12	ea
FIRST A	First Aid - Gurney	2	ea
FIRST A	Supplies	2	kit
FIRST A	FIRST AID		

IX. Furniture By Area

	Item	Count	Unit
SECURITY/POLICE OFFICES			
SECUR	Desk Chair	14	ea
SECUR	File Cabinet	6	ea
SECUR	Book Shelf	3	ea
SECUR	Tables	2	ea
SECUR	Folding Chair	6	ea
SECUR	Desk w/ Return	5	ea
SECUR	Side Chair	14	ea
SECUR	Side Table	3	ea
SECUR	Lamp	2	ea
SECUR	Coffee Table	1	ea
SECUR	Wastebaskets	12	ea
SECUR	SECURITY/POLICE OFFICES		

STAFF LOCKER			
STAFF	Stack Chairs	74	ea
STAFF	Table	11	ea
STAFF	Table	5	ea
STAFF	Locker Room Seating	6	ea
STAFF	Uniform Racks	31	ea
STAFF	Laundry Hampers	10	ea
STAFF	Cubicles/Workstations	6	ea
STAFF	Chairs	6	ea
STAFF	Wastebaskets	10	ea
STAFF	STAFF LOCKER		

CONCESSIONAIRE OFFICES			
CONCE	Desk	6	ea
CONCE	Coffee Machine	1	ea
CONCE	Bookcase/File Cabinet	6	ea
CONCE	Chair	8	ea
CONCE	File Cabinets	5	ea
CONCE	Desk Chair	20	ea
CONCE	Conference Table	1	ea
CONCE	Conference Chairs	8	ea
CONCE	Cubicles/Workstations	15	ea
CONCE	Wastebaskets	26	ea
CONCE	CONCESSIONAIRE OFFICES		

MAINTENANCE/PRODUCTION OFFICES			
MAINT	File Cabinets	11	ea
MAINT	Book Shelf	3	ea
MAINT	Desk Chair	14	ea
MAINT	Side Chair	30	ea
MAINT	Side Chair	2	ea

FFE Master List

IX. Furniture By Area

	Item	Count	Unit
MAINT	Desk w/ Return	8	ea
MAINT	Storage Shelving	22	ea
MAINT	Plan Tables	1	ea
MAINT	Conference Tables	1	ea
MAINT	Conference Chairs	10	ea
MAINT	Workstations	6	ea
MAINT	Occasional Table	4	ea
MAINT	Paper Shredder	2	ea
MAINT	Wastebaskets	30	ea
MAINT	MAINTENANCE/PRODUCTION OFFICES		

OFFICIALS AREA			
OFFICIALS	Chairs	8	ea
OFFICIALS	Coffee Machine	1	ea
OFFICIALS	Locker Room Seating	2	ea
OFFICIALS	Under-Counter Refrigerator	1	ea
OFFICIALS	Wastebaskets	3	ea
OFFICIALS	Chairs	2	ea
OFFICIALS	Coffee Table	1	ea
OFFICIALS	Couch	1	ea
OFFICIALS	Floor Lamp	2	ea
OFFICIALS	OFFICIALS AREA		

LOBBY & CONCIERGE			
LOBBY	Chair	3	ea
LOBBY	Chair	10	ea
LOBBY	Table	1	ea
LOBBY	LOBBY & CONCIERGE		

CLUB AUDIO BOOTH			
CLUB AUDIO	Chair	6	ea
CLUB AUDIO	CLUB AUDIO BOOTH		

PRESS LEVEL FURNITURE			
PRESS	Ledge Seating	103	ea
PRESS	Security Seating	6	ea
PRESS	Lighting Control Seating	4	ea
PRESS	Edit Suite A Seating	2	ea
PRESS	Edit Suite B Seating	2	ea
PRESS	Office Seating	11	ea
PRESS	Desks	9	ea
PRESS	Cubicles	9	ea
PRESS	Trash Receptacles	11	ea

IX. Furniture By Area

	Item	Count	Unit
PRESS	File Cabinet	2	ea
PRESS	PRESS LEVEL FURNITURE		

Furniture By Area
TOTAL Estimated Cost \$ 2,805,160.00

X. Artwork Allowances			
Room #	Room Name	Quantity	Unit
Event Level			
00.15.04	Bunker Suite #2	1	ea
00.15.05	Bunker Suite #3	1	ea
00.13.05	Bunker Suite #4	1	ea
00.12.04	Coaches Lounge	1	ea
00.12.13	Star Club	12	ea
00.31.02	Green Room	1	ea
00.33.04	Star Rooms	6	ea
00.14.09	Family Room	3	ea
00.14.18	Suite Lobby	4	ea
00.40.09	East Lobby	6	ea
00.44.01	Entry Lobby	1	ea
00.41.08	Ticketing	12	ea
Event Level Total			
Founder's Level			
02.43.01	Traditional Suites	32	ea
02.35.02	General Concourses	39	ea
02.35.01	City of Orlando Admin.	20	ea
02.10.05	Orlando Magic Admin	75	ea
Founder's Level Total			
Concourse Level			
03.34.02	East Concourse	4	ea
03.17.04	VIP Lobby	2	ea
03.12.02	West Concourse	6	ea
Concourse Level Total			
Club Level			
04.40.04	Super Suites	2	ea
04.43.02	Hospitality	4	ea
04.28.03	Party Suites	0	ea
04.44.02	Club Bar	2	ea
04.23.01	Club Restaurant	12	ea
04.34.01	Club Level Concourses	18	ea
04.37.05	Traditional Suite	28	ea
Club Level Total			
Mechanical Level			
06.40.01	Sky Bar	4	ea
Mechanical Level Total			
Artwork Allowances			
TOTAL estimated cost		\$	243,850.00