

ADVERTISEMENT FOR BIDS

Subject to conditions prescribed by the University of California, Los Angeles, sealed bids for a lump sum contract from prequalified bidders are invited for the following work:

SPROUL HALL FIRST FLOOR MAILROOM CONVERSION
Project Number 907114.01

DESCRIPTION OF WORK: This project will renovate the Housing Administration space on the first floor of Sproul Hall into a new student mailroom. The project will relocate the Delta Terrace mailroom to the Housing Services area on the first floor of Sproul Hall. The Housing Services area, totaling approximately 4,100 gsf, will be repurposed to create a new mail and package distribution center. The new mailroom will include approximately 550 secured, self-service locker compartments for delivering and collecting packages for automated student pick-up. The mailroom will also include a back-of-house area for staff to sort and distribute packages to their assigned locker compartments.

The Housing Services Center, currently located in the space, is to be demolished. All interior walls, ceilings, casework, light fixtures, mechanical diffusers, carpet, and other finishes are to be removed, unless noted otherwise. All items related to the systems serving other areas or the building at large are to remain in place, including gyp furring and rated walls that conceal and/or protect these existing items.

New energy-efficient lighting shall be furnished and installed by the Contractor throughout, along with new mechanical diffusers and connections, data and security systems, and adjustments to the fire alarm and sprinkler systems as needed to accommodate the new layout.

Sproul Hall shall remain fully operational and occupied throughout the project.

BIDDING DOCUMENTS:

1. Bidding Documents will be available beginning on April 22, 2026 and will be issued at:
UCLA Online Planroom
Website: <https://www.uclaplanroom.com/>
2. Bidders may view the Bidding Documents online at the UCLA Online Planroom website and download the documents at no cost to user.

BID DEADLINE: Bids will be received only at the following location:

Contracts Administration
University of California, Los Angeles
1060 Veteran Avenue, Suite 330
Box 951365
Los Angeles, California 90095-1365
310-825-7015

and must be received at or before:

2:30 p.m., May 26, 2026

MANDATORY PRE-BID CONFERENCE & JOB WALK: A mandatory Pre-Bid Conference and Mandatory Pre-Bid Job Walk will be conducted on April 29, 2026. Only bidders who participate in both the Conference and the Job Walk, in their entirety, will be allowed to bid on the Project as prime contractors.

Mandatory Pre-Bid Conference via ZOOM: The mandatory Pre-Bid Conference will be conducted via ZOOM and shall begin promptly at 10:00 a.m. Participants must log onto the ZOOM meeting at or before 10:00 a.m. (See ZOOM meeting instruction below.) Persons logging in later than said time will not be allowed to bid on the Project as prime contractors.

Join Zoom Meeting: <https://ucla.zoom.us/j/97101931327>
Meeting ID: 971 0193 1327

One tap mobile

+12133388477, 98670287466# US (Los Angeles)
+16692192599, 98670287466# US (San Jose)

Dial by your location

1 213 338 8477 US (Los Angeles)
1 669 219 2599 US (San Jose)
1 971 247 1195 US (Portland)
1 253 215 8782 US (Tacoma)
1 346 248 7799 US (Houston)
1 602 753 0140 US (Phoenix)
1 720 928 9299 US (Denver)
1 301 715 8592 US (Washington DC)
1 312 626 6799 US (Chicago)
1 470 250 9358 US (Atlanta)
1 646 558 8656 US (New York)
1 651 372 8299 US (Minnesota)
1 786 635 1003 US (Miami)

Find your local number: <https://ucla.zoom.us/u/adJIVa17XH>

Mandatory Site Visit: The mandatory Job Walk will be conducted at the project site and shall begin promptly at 1:00 p.m. Participants shall meet at 350 De Neve Dr., Los Angeles, CA 90095 at or before 1:00 p.m. Persons arriving later than said time will not be allowed to bid on the Project as prime contractors. Refer to the UCLA Campus Map at <https://map.ucla.edu/>. For further information, contact Greg Boukidjian at 310-968-7963.

NOTE: Bidders are advised that parking may be difficult. Bidders should allow ample time to drive to the above location in heavy traffic, find a parking space, walk to the designated Meeting Room prior to the required time. It is currently anticipated that the Site Visit will last at least 2 hours.

LICENSE REQUIREMENTS: The successful Bidder will be required to have the following California current and active contractor's license at the time of submission of the Bid:

B License (General Building)

PREQUALIFICATION: To be allowed to submit a bid, Bidders must have the minimum experience set forth in the Prequalification Questionnaire contained in the Bidding Documents and posted on the UCLA Online Planroom website. Bidder's completed Prequalification Questionnaire must be received at the above-listed University Contracts Administration office in a sealed envelope, or uploaded to the UCLA Online Planroom website, no later than:

3:00 p.m., May 6, 2026

Every effort will be made to ensure that all persons have equal access to contracts and other business opportunities with the University within the limits imposed by law or University policy. Each Bidder may be required to show evidence of its equal employment opportunity policy. The successful Bidder and its

subcontractors will be required to follow the nondiscrimination requirements set forth in the Bidding Documents and to pay prevailing wage at the location of the work.

In addition, the University is committed to promoting and increasing participation of small business enterprises (SBEs) and disabled veteran business enterprises (DVBES) relating to all goods and services covered under the awarded agreement, subject to any and all applicable obligations under state and federal law, and University policies. The awarded contractor shall make best efforts to provide qualified SBEs and DVBES with the maximum opportunity to participate. Please email ContractsAdministration@capnet.ucla.edu for further information.

The work described in the contract is a public work subject to section 1771 of the California Labor Code.

No contractor or subcontractor, regardless of tier, may be listed on a Bid for, or engage in the performance of, any portion of this project, unless registered with the Department of Industrial Relations pursuant to Labor Code section 1725.5 and 1771.1.

This project is subject to compliance monitoring and enforcement by the Department of Industrial Relations.

The successful Bidder shall pay all persons providing construction services and/or any labor on site, including any University location, no less than the UC Fair Wage (defined as \$15 per hour) and shall comply with all applicable federal, state and local working condition requirements.

THE REGENTS OF THE UNIVERSITY OF CALIFORNIA
(Visit our website at: <https://www.uclaplanroom.com/>)