ATOC

ATOC INC
PROCUREMENT & FACILITIES

WINGATE® BY WYNDHAM

MASTER SUBCONTRACTOR BID & SCOPE OF WORK

QUALITY INN -> WINGATE BY WYNDHAM CONVERSION

Project Information	Details
Project	Quality Inn -> Wingate by Wyndham Conversion
Property	8 Landings Drive, Pittsburgh, PA 15238
Guestrooms	60
Floors	3
Elevators	1
Purpose	Due Diligence, PIP Compliance, Construction Pricing & Subcontractor Procurement
Site Visit	October 28, 2026 - 1:00 PM
Bids Due	November 1, 2026 - 5:00 PM ET
Procurement Contact	Monty D'Souza | monty@atoc.pro

IMPORTANT SCOPE DISTINCTION

The Wyndham Property Improvement Plan (PIP) establishes required brand corrections and condition-based improvements. ATOC/Owner is also adding due-diligence and renovation work - including domestic-water infrastructure investigation and potential tub-to-shower conversions - so the true condition, design impact, and construction cost can be understood before final authorization. These owner-directed additions shall be priced separately from PIP-required work.

BID AWARD STRATEGY

ATOC may award the work by individual scope code, by trade, by section, in combined packages, or as a larger subcontract. A single lump-sum number without the required detail will not be considered a complete bid.

PROCUREMENT NOTICE & BID INSTRUCTIONS

ATOC INC is soliciting qualified subcontractor proposals for due diligence, PIP-compliance construction, renovation, owner-directed improvements, FF&E receiving/installation, specialty equipment work, and general conditions associated with conversion of the existing Quality Inn property to Wingate by Wyndham.

Procurement Requirements

- Bidders may submit on one or more sections. Every priced section must be independently identifiable and capable of award as a stand-alone scope.
- All proposals shall clearly separate material, labor hours, labor rate, labor total, equipment/rental, freight/delivery, permits/inspections, taxes, other costs, base bid, and alternates.
- Guestroom work shall show per-room unit pricing, quantity, and extended cost wherever applicable.
- Condition-based items shall include unit prices so ATOC can extend actual verified quantities after the field survey.
- Bidders shall identify inclusions, exclusions, assumptions, crew size, duration, lead time, earliest mobilization, warranty, payment terms, licenses, insurance, and union/non-union/open-shop status.
- Bidders shall disclose all lower-tier subcontractors and identify any work not self-performed.
- ATOC reserves the right to request clarifications, negotiate, combine scopes, make partial awards, reject any or all bids, and issue written addenda.

Submission

Item	Requirement
Submit To	Monty D'Souza - monty@atoc.pro
Email Subject	BID - Quality Inn Pittsburgh / Wingate Conversion - [Company Name] - [Scope Codes]
Site Visit	October 28, 2026 - 1:00 PM - 8 Landings Drive, Pittsburgh, PA 15238
Bid Deadline	November 1, 2026 - 5:00 PM Eastern Time
Preferred Format	PDF proposal with completed pricing schedules and supporting qualifications

Brand / Design Approval

The PIP requires applicable design plans and specifications to be submitted to Wyndham Interior Design for review and approval prior to purchasing or starting renovations. Bidders shall not assume owner-furnished or contractor-furnished decorative finishes, FF&E, signage, or brand-defining items are approved unless written approval is provided.

Master Bid Package Structure

Separate pricing by section, scope code, unit rate, and alternate.

BASIS OF SCOPE, SOURCE HIERARCHY & PIP DISTINCTIONS

This procurement scope consolidates the user-directed master scope with requirements verified in the July 7, 2026 Wingate Property Improvement Plan (PIP) for the property. Final construction shall comply with the latest applicable codes, permits, approved design documents, manufacturer instructions, and then-current Wingate brand requirements.

Scope Classification Legend

Classification	Meaning
PIP REQUIRED	Directly identified in the Wingate PIP. Final details remain subject to approved brand/design documents.
OWNER-DIRECTED	Additional renovation work requested by ATOC/Owner beyond the explicit PIP requirement.
DUE DILIGENCE	Investigation required to determine actual condition, quantity, or replacement recommendation before construction authorization.
CONDITION-BASED	Work required only where failed, damaged, deficient, missing, aged, or otherwise confirmed by survey/PIP criteria.
ALTERNATE	A separately priced option that may or may not be accepted.

Critical Owner-Directed Additions

The PIP does not expressly require wholesale replacement of the domestic-water distribution system and does not direct conversion of every bathtub to a shower. The domestic-water evaluation, any recommended pipe replacement, and tub-to-shower conversion program are owner-directed due-diligence/renovation scopes and shall remain separately priced.

Source reference: Wingate Property Improvement Plan dated July 7, 2026; inspection date June 30, 2026.

PIP Requirements Verified for this Master Scope

- PIP Page 1: high-speed Internet; breakfast relocation/expansion and media wall; bathroom door/refinish; robe hooks; PTAC/covers where damaged; RFID locks/U-bar; enclosed closets; condition-based plumbing fixtures; shower curtains; brand back-lit mirrors; minimum 43-inch TVs; condition-based foundations; artwork, desks, mirrors, headboards, lounge chairs, telephone faceplates, and WynRest linens.
- PIP Page 2: WynRest pillows, WynDry terry, bed toppings; condition-based mattresses; guestroom flooring/base with LVT allowed; room and bathroom paint; activity tables/chairs, dressers, nightstands, sofas, window treatments; exterior awnings, parking, building exterior, roofline/green LED alternate, exterior signage, landscaping, dumpster area, walkways, fogged windows, secondary electronic door locks, corridor/stair/fitness/laundry and Wyn-Mart work.
- PIP Page 3: vending/ice areas; corridor/stair painting, doors, carpet/base/tile; elevator floor/doors/frames; fitness finishes; interior signage; corridor window treatments/lighting; public restrooms; lobby expansion; front desk stone/skirting/wood panels; lobby art/furniture/window treatments/painting/mats/plaque; and meeting/board room construction.
- PIP Page 4: design plans/specifications must be submitted to Wyndham Interior Design before purchasing or renovation; owner remains responsible for full Brand Standards and applicable laws/codes/ADA.

PC-00 - PROJECT-WIDE PRECONSTRUCTION & INVESTIGATION

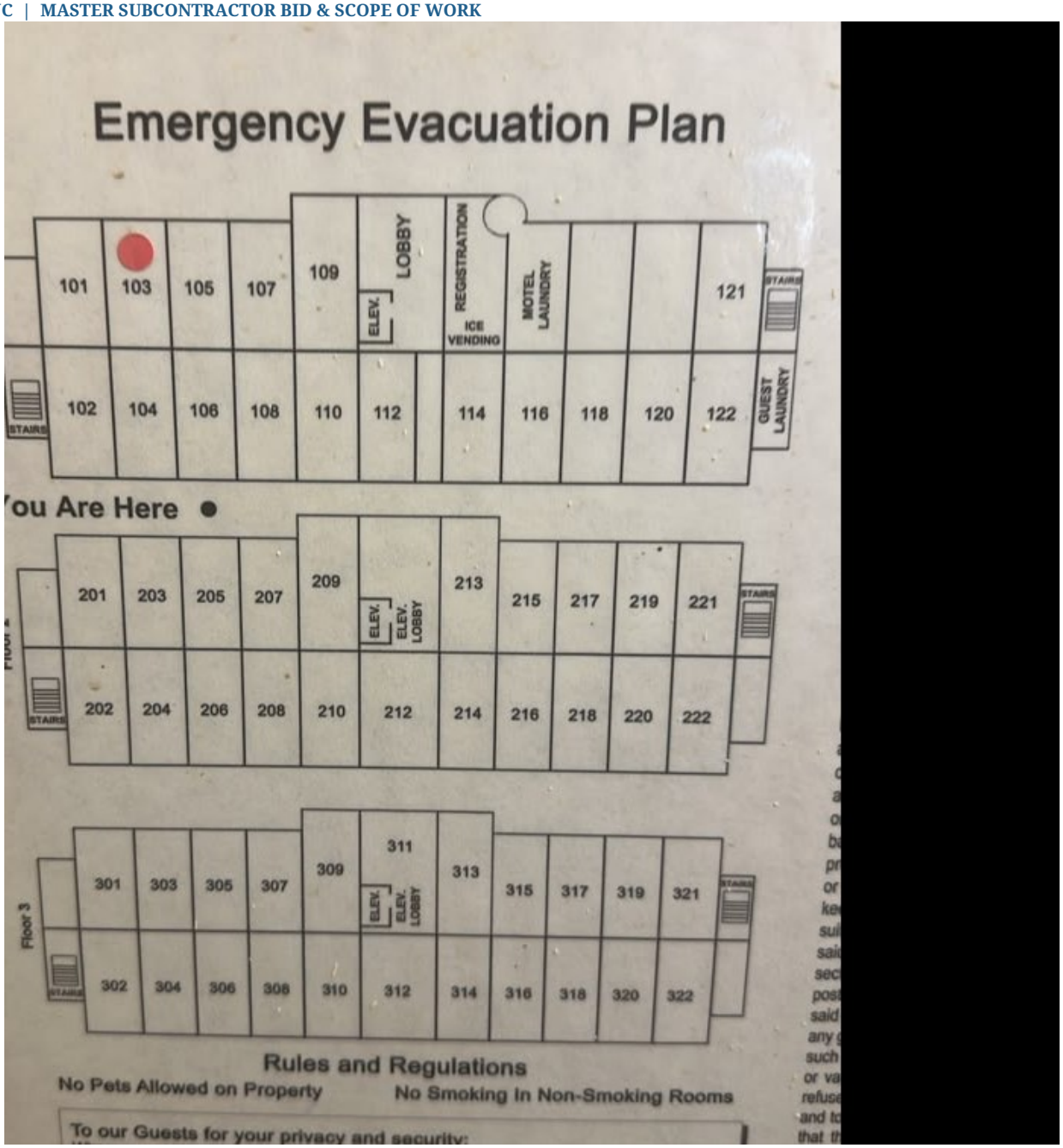
Before demolition, procurement commitments, and final construction pricing, perform a comprehensive existing-condition investigation. The objective is to establish verified quantities, identify concealed or systemic risks, and prevent renovation work from being completed over deficient infrastructure.

PC-01 - Existing-Conditions Survey

- All 60 guestrooms; room types/configurations; ADA rooms; bathtub vs. shower configuration; bathroom dimensions.
- Existing flooring; doors/hardware; PTAC units; windows; furniture; electrical devices; plumbing fixtures; ceilings/walls.
- Corridors; stairwells; lobby; breakfast area; fitness center; laundry; vending/ice; meeting/public spaces.
- Roof/exterior; parking; sidewalks; dumpster area; secondary entrances; exterior signs/awnings and building-envelope conditions.
- Photograph each room/area and identify deficiencies by room/area number. Establish condition categories and quantities suitable for bid extension.

Required Survey Deliverables

- Room-by-room survey matrix and photo log.
- ADA/accessibility observation list for design-team review.
- Condition-based replacement quantities for PTACs, windows, mattresses/foundations, fixtures, laundry/ice/vending equipment and similar PIP items.
- Existing-conditions markups identifying demolition limits, access constraints, utility locations and areas requiring destructive verification.
- Written list of assumptions and unresolved conditions requiring RFI, design direction, engineering, testing or owner authorization.

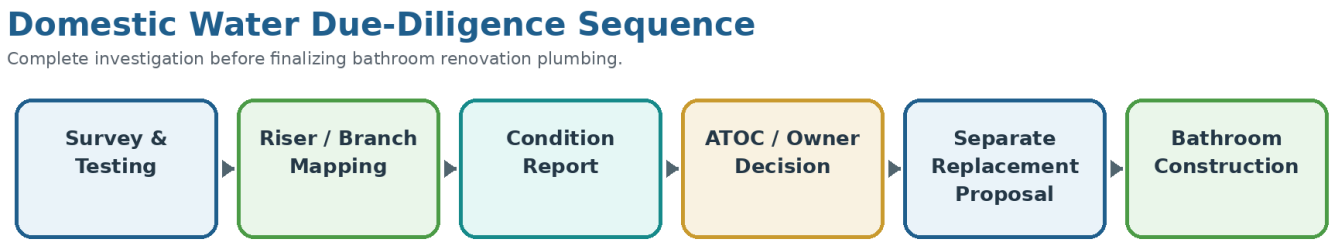


Existing rooming/floor reference from property evacuation information - field verification required.

PL-01 - DOMESTIC WATER SYSTEM INVESTIGATION

Priority Due-Diligence Scope

Complete this investigation before final shower/tub renovation plumbing is authorized. The intent is to avoid opening newly renovated bathrooms later because of deficient mains, risers, branches, recirculation, valves, pressure, corrosion, or hot-water capacity.



Incoming Domestic Water Service

- Determine incoming water-service size, material, condition and approximate age where determinable.
- Verify meter size, main shutoff, pressure-reducing equipment, backflow prevention and accessible valves.
- Record static and dynamic pressure and document corrosion, leakage, scaling/mineral buildup and evidence of prior repairs.

Building Mains

- Inspect principal hot- and cold-water mains.
- Document pipe material, diameter, approximate age, corrosion, scaling, leaks, improper repairs, insulation, valves, supports and accessibility.

Risers - All Three Floors

- Identify every domestic hot- and cold-water riser serving guestrooms and common areas.
- Prepare a schematic/riser diagram: Main -> Risers -> Floor Branches -> Guestroom Branches.
- Evaluate pipe sizes/materials/condition, isolation valves, restrictions, pressure, temperature, insulation, supports, penetrations and firestopping.

Every-Guestroom Water Investigation

- Test representative fixtures and, where practical, all 60 guestrooms.
- Record by room: cold/hot pressure, hot-water delivery time, hot-water temperature, faucet flow, shower/tub flow, toilet operation, drainage, shutoff-valve condition, visible pipe condition, leakage and water damage.
- Determine whether third-floor performance differs materially from lower floors.

Domestic Hot-Water Production

- Inspect water heaters/boilers if applicable, storage tanks, circulation pumps, recirculation piping, mixing/tempering valves, expansion tanks, controls, isolation valves, insulation and venting where applicable.
- Determine whether existing capacity can serve 60 renovated guestrooms plus public/common-area demand.

Additional Pipe Condition Testing

- Accessible visual inspection, pressure testing, flow testing and temperature testing.

- Selected pipe opening/sampling only when authorized.
- Internal camera/borescope review where practical.
- Water-quality/corrosion assessment where warranted.
- No destructive testing without written authorization.

PL-02 - PLUMBING CONDITION REPORT & REPLACEMENT PROPOSAL

The plumbing contractor and/or engineer shall issue a written report and shall not treat potential system replacement as automatically authorized work.

Condition Category	Meaning
A	Acceptable / Retain
B	Repair Required
C	Partial Replacement Recommended
D	Complete Replacement Recommended

If Replacement Is Recommended - Separate Itemized Proposal Required

- Incoming service.
- Cold-water main.
- Hot-water main.
- Recirculation main.
- Vertical risers.
- Floor branches.
- Guestroom branches.
- Isolation valves.
- Pipe insulation.
- Supports.
- Firestopping.
- Wall/ceiling demolition and access panels.
- Restoration.
- Testing.
- Permits.
- Engineering.

Pricing Detail

Provide quantities, material description, labor hours, labor rate, labor cost, equipment, access/restoration allowances, permits, engineering and total cost. A lump-sum replacement allowance without quantity and system breakdown is not acceptable.

A

HOTEL EXTERIOR

Demolition, site work, envelope, parking, landscape, roofline, openings, signage and access control

Pricing Requirement

All work in this section shall be priced separately by scope code. ATOC may award this section independently, combine it with other sections, or award only selected line items.

EX-01 - Exterior Demolition

Selective demolition for awnings, signage, damaged concrete, dumpster work, failed finishes, roofline modifications, window/door work and other exterior PIP construction. Include protection, equipment, loading, hauling and cleanup.

- Field verify quantity and dimensions.
- Separate material, labor, equipment, freight, permits/tax and alternates.
- Identify exclusions, lead time, crew size and duration.

EX-02 - Dumpsters / Waste Management

Project-wide roll-off service. Price 20-, 30- and 40-yard containers separately, including delivery, rental duration, exchanges, pulls, tipping fees, recycling and final removal.

- Field verify quantity and dimensions.
- Separate material, labor, equipment, freight, permits/tax and alternates.
- Identify exclusions, lead time, crew size and duration.

EX-03 - Storage Containers

Price 20-ft and 40-ft secure containers separately. Include delivery, monthly rental, relocation, pickup, locks/security. Coordinate FF&E bulk deliveries and inventory protection.

- Field verify quantity and dimensions.
- Separate material, labor, equipment, freight, permits/tax and alternates.
- Identify exclusions, lead time, crew size and duration.

EX-04 - Concrete / Walkways

Sawcutting, demolition, excavation, base, reinforcement, forming, concrete, finishing, joints, sealants, restoration and ADA corrections shown by final documents. PIP requires damaged walkway replacement/refinishing and damaged concrete repair at dumpster area.

- Field verify quantity and dimensions.
- Separate material, labor, equipment, freight, permits/tax and alternates.
- Identify exclusions, lead time, crew size and duration.

EX-05 - Parking / Asphalt

Asphalt repair, crack sealing, patching, sealcoating, striping, ADA markings, fire lanes, directional arrows and entry-drive pad refinishing.

- Field verify quantity and dimensions.
- Separate material, labor, equipment, freight, permits/tax and alternates.
- Identify exclusions, lead time, crew size and duration.

EX-06 - Landscaping

Weed/dead plant removal, trimming, new plantings, bed restoration, mulch, edging, lawn restoration and construction-damaged landscape restoration.

- Field verify quantity and dimensions.
- Separate material, labor, equipment, freight, permits/tax and alternates.
- Identify exclusions, lead time, crew size and duration.

EX-07 - Building Exterior Restoration & Painting

Wash, prep, crack/minor substrate repairs, sealants, primer, finish coats, trim, doors/frames as applicable, lifts/scaffolding and protection. PIP requires entire exterior cleaned, repaired and painted in approved scheme.

- Field verify quantity and dimensions.
- Separate material, labor, equipment, freight, permits/tax and alternates.

- Identify exclusions, lead time, crew size and duration.

EX-08 - Roof / Wingate Roofline

Price Alternate A: physical Wingate eyebrow roofline. Price Alternate B: brand-approved green LED roofline/peak treatment. Include engineering, framing, waterproofing, flashing, roofing, electrical coordination and restoration as applicable.

- Field verify quantity and dimensions.
- Separate material, labor, equipment, freight, permits/tax and alternates.
- Identify exclusions, lead time, crew size and duration.

EX-09 - Exterior Windows

Survey all windows. Provide quantity, size, unit price and extended price for failed/fogged windows. Include removal, replacement, flashing, sealants, interior/exterior restoration and disposal.

- Field verify quantity and dimensions.
- Separate material, labor, equipment, freight, permits/tax and alternates.
- Identify exclusions, lead time, crew size and duration.

EX-10 - Exterior Doors / Access Control

Provide electronic locks at secondary entrances as required. Coordinate door prep, electrical, access control and fire/life-safety interfaces.

- Field verify quantity and dimensions.
- Separate material, labor, equipment, freight, permits/tax and alternates.
- Identify exclusions, lead time, crew size and duration.

EX-11 - Entrance Awnings

Replace secondary entrance awnings. Include removal, fabrication, attachment, flashing, waterproofing, structural attachment verification and finish restoration.

- Field verify quantity and dimensions.
- Separate material, labor, equipment, freight, permits/tax and alternates.
- Identify exclusions, lead time, crew size and duration.

EX-12 - Exterior Signage

Wingate-compliant building, monument/pylon, directional, parking, entrance and illuminated signage as applicable. Include supports, electrical, permits and final commissioning.

- Field verify quantity and dimensions.
- Separate material, labor, equipment, freight, permits/tax and alternates.
- Identify exclusions, lead time, crew size and duration.

SECTION A - EXTERIOR PRICING SCHEDULE

Code	Scope	Base Bid	Unit / Qty Basis	Alternate / Notes
EX-01	Exterior Demolition	$_____	As verified	_____
EX-02	Dumpsters / Waste Management	$_____	As verified	_____
EX-03	Storage Containers	$_____	As verified	_____
EX-04	Concrete / Walkways	$_____	As verified	_____
EX-05	Parking / Asphalt	$_____	As verified	_____
EX-06	Landscaping	$_____	As verified	_____
EX-07	Building Exterior Restoration & Painting	$_____	As verified	_____
EX-08	Roof / Wingate Roofline	$_____	As verified	_____
EX-09	Exterior Windows	$_____	As verified	_____
EX-10	Exterior Doors / Access Control	$_____	As verified	_____
EX-11	Entrance Awnings	$_____	As verified	_____
EX-12	Exterior Signage	$_____	As verified	_____

B

INTERIOR COMMON AREAS

Demolition, partitions, finishes, MEP, life safety, technology, elevator and signage

Pricing Requirement

All work in this section shall be priced separately by scope code. ATOC may award this section independently, combine it with other sections, or award only selected line items.

IN-01 - Interior Demolition

Demolition for existing breakfast area, lobby expansion, new breakfast area, meeting/board room, public restrooms, guest pantry/Wyn-Mart, flooring/base, ceilings, walls, millwork and affected MEP. Include protection, temporary barriers, dust control, salvage requirements, disposal and make-safe.

IN-02 - Framing / Drywall / Insulation

Metal studs/track, new partitions, soffits, bulkheads, blocking/backing, insulation, drywall, moisture-resistant board, cement board where required, rated assemblies, finishing and patching.

IN-03 - Painting

Lobby, vestibule, adjacent corridors, all corridor floors, stairways, fitness room, vending/ice areas, meeting room, breakfast area, public restrooms, service doors, corridor side of guestroom doors, frames and trim. Include prep, repair, primer, finish and protection.

IN-04 - Flooring

Separate corridor carpet/base, damaged tile replacement, LVT, lobby repairs, fitness flooring, stair treads, elevator flooring, transitions and floor prep. Include moisture testing and substrate prep where applicable.

IN-05 - Millwork / Finish Carpentry

Breakfast millwork, media wall, Wingate wood panels, registration-desk refinishing/skirting, Wyn-Mart pantry, cabinets, shelving, trim and miscellaneous carpentry. Coordinate owner-furnished items and approved design.

IN-06 - Stone / Countertops

Upgraded natural-stone registration-desk countertop. Include field templating, fabrication, edges, penetrations, supports, installation, protection and final polish.

IN-07 - Common-Area Plumbing

Plumbing demolition, rough-in, waste/vent, hot/cold water, public restroom construction, fixtures, valves, trim, testing, insulation and permits. Coordinate with PL-01/PL-02 findings.

IN-08 - Mechanical / HVAC

Demolition, duct modifications/new ductwork, diffusers/grilles, exhaust/public-restroom exhaust, controls, insulation, startup, testing and balancing.

IN-09 - Electrical

Demolition/disconnection; rough-in conduit, boxes, wiring, supports, circuits and panel modifications; trim-out lighting, switches, receptacles, GFCIs, emergency/exit lighting, equipment connections, millwork/sign/breakfast/meeting/pantry power.

IN-10 - Fire Protection

Sprinkler relocation/new work resulting from renovation; piping, heads, relocations, escutcheons, calculations if required, testing, inspection and certification.

IN-11 - Fire Alarm / Life Safety

Device relocation/new devices, wiring, modules, programming, testing, inspection and certification. Coordinate shutdowns and life-safety impairment procedures.

IN-12 - Telecom / Communications / HSIA

Evaluate and construct Internet/fiber backbone, MDF/IDFs, structured cabling, Wi-Fi/access points, guestroom data, TV distribution, telephone, CCTV, access control, testing, labeling and as-builts as required. PIP requires complimentary high-speed Internet.

IN-13 - Elevator

Licensed elevator-contractor involvement as required; elevator protection, flooring coordination, door/frame refinishing, shutdown coordination, testing and return to service.

IN-14 - Interior Signage

Room numbers, directional, elevator, stair, restroom, meeting, fitness/laundry/vending, ADA/tactile signage and franchise plaque. Include installation and final code/brand coordination.

SECTION B - INTERIOR COMMON-AREA PRICING SCHEDULE

Code	Scope	Base Bid	Unit / Qty Basis	Alternate / Notes
IN-01	Interior Demolition	$_____	As verified	_____
IN-02	Framing / Drywall / Insulation	$_____	As verified	_____
IN-03	Painting	$_____	As verified	_____
IN-04	Flooring	$_____	As verified	_____
IN-05	Millwork / Finish Carpentry	$_____	As verified	_____
IN-06	Stone / Countertops	$_____	As verified	_____
IN-07	Common-Area Plumbing	$_____	As verified	_____
IN-08	Mechanical / HVAC	$_____	As verified	_____
IN-09	Electrical	$_____	As verified	_____
IN-10	Fire Protection	$_____	As verified	_____
IN-11	Fire Alarm / Life Safety	$_____	As verified	_____
IN-12	Telecom / Communications / HSIA	$_____	As verified	_____
IN-13	Elevator	$_____	As verified	_____
IN-14	Interior Signage	$_____	As verified	_____

C

GUESTROOMS - 60 ROOMS

Per-room pricing, bathroom conversions, finishes, PTAC, electrical, telecom and owner-directed shower program

Pricing Requirement

All work in this section shall be priced separately by scope code. ATOC may award this section independently, combine it with other sections, or award only selected line items.

Guestroom Renovation Bid Logic

Each applicable trade must provide per-room unit price x actual quantity.

Mandatory Guestroom Pricing Formula

For every applicable guestroom scope: MATERIAL / ROOM + LABOR / ROOM + EQUIPMENT / ROOM = TOTAL / ROOM x ACTUAL QUANTITY = EXTENDED TOTAL. Standard room work shall be based on 60 rooms unless a condition-based or alternate quantity is specified.

GR-01 - Guestroom Demolition

Remove as applicable: flooring/base, furniture, headboards, nightstands, desks, dressers, tables/chairs, sofas, artwork, mirrors, window treatments, vanity lights, plumbing trim, door hardware, PTACs designated for replacement, bathtubs designated for conversion, surrounds and bedding scheduled for disposal. Include protection and debris handling.

GR-02 - Framing / Drywall / Closet

Framing, blocking/backing, fully enclosed closet construction, drywall, wall/ceiling repair, finishing and patching. PIP requires fully enclosed closet areas.

GR-03 - Guestroom Painting

Complete preparation and painting of guestroom walls, ceilings, bathrooms, closets, and doors/frames where applicable. Include brand-approved colors when issued.

GR-04 - Guestroom Flooring

Substrate preparation, leveling, moisture testing, LVT and/or carpet, base, transitions, thresholds, adhesive and installation. PIP allows LVT as an alternative.

GR-05 - Doors / RFID Locks

RFID entrance locks, programming, U-bar/latch in place of chain locks, door prep, hardware, bathroom-door repair/refinish and testing.

GR-06 - Tub-to-Shower Demolition - OWNER-DIRECTED

Survey all 60 bathrooms and establish actual conversion quantity. Include protection, plumbing isolation, bathtub and waste/overflow removal, surround/selective wall/substrate demolition, debris handling and temporary plumbing protection.

- Provide unit price per bathroom.
- State assumed quantity and separately identify standard vs. ADA configuration where applicable.
- Identify wall restoration / access assumptions and any work excluded pending design.

GR-07 - Shower Plumbing Rough-In - OWNER-DIRECTED

Drain relocation/modification, trap/waste, hot/cold supply modifications, shower valve, shower-head rough-in, hand-shower/diverter where applicable, ADA configurations, pressure test and inspection. Price standard and ADA separately.

- Provide unit price per bathroom.
- State assumed quantity and separately identify standard vs. ADA configuration where applicable.
- Identify wall restoration / access assumptions and any work excluded pending design.

GR-08 - Shower Base / Waterproofing / Tile - OWNER-DIRECTED

Option A: prefabricated shower system. Option B: field-built tile shower. Include substrate/backer, shower base/pan, slope, waterproofing, flood test, wall system/tile, grout, sealants, edge profiles and final clean.

- Provide unit price per bathroom.
- State assumed quantity and separately identify standard vs. ADA configuration where applicable.
- Identify wall restoration / access assumptions and any work excluded pending design.

GR-09 - Shower Finish Plumbing - OWNER-DIRECTED

Valve trim, shower head, hand shower where applicable, diverter, drain trim, final connections, temperature adjustment and leak test.

- Provide unit price per bathroom.
- State assumed quantity and separately identify standard vs. ADA configuration where applicable.
- Identify wall restoration / access assumptions and any work excluded pending design.

GR-10 - Shower Glass - OWNER-DIRECTED

Field measurement, tempered glass, fixed panels/doors as applicable, hardware, handles, channels/clips, sealant, installation and adjustment. Price standard and ADA separately.

- Provide unit price per bathroom.
- State assumed quantity and separately identify standard vs. ADA configuration where applicable.
- Identify wall restoration / access assumptions and any work excluded pending design.

GR-11 - Remaining Bathroom Fixtures & Accessories

Condition-based faucet/lavatory/toilet work, shutoffs/supply lines, backlit mirror, robe hook, grab bars, accessories and sealants. Coordinate owner-furnished/brand items and accessible-room requirements.

GR-12 - PTAC / Mechanical

Survey every PTAC. Price complete replacement, cover only, sleeve repair, controls/thermostat, condensate work, installation, disposal and startup. PIP replacement is condition-based.

GR-13 - Electrical

Per-room demolition; rough-in for mirror power, lighting, boxes, wiring and device modifications; trim-out fixtures, switches, receptacles, plates, backlit-mirror connection and testing.

GR-14 - Guestroom Telecom / Television

Minimum 43-inch television installation, mounting, cabling, programming, data, telephone faceplate, Wi-Fi coordination and testing.

SECTION C - GUESTROOM UNIT PRICING SCHEDULE

Code	Scope	Material / Room	Labor Hrs / Room	Labor $ / Room	Equip. / Room	Total / Room	Qty	Extended
GR-01	Guestroom Demolition	$___	___	$___	$___	$___	___	$___
GR-02	Framing / Drywall / Closet	$___	___	$___	$___	$___	___	$___
GR-03	Guestroom Painting	$___	___	$___	$___	$___	___	$___
GR-04	Guestroom Flooring	$___	___	$___	$___	$___	___	$___
GR-05	Doors / RFID Locks	$___	___	$___	$___	$___	___	$___
GR-06	Tub-to-Shower Demolition - OWNER-DIRECTED	$___	___	$___	$___	$___	___	$___
GR-07	Shower Plumbing Rough-In - OWNER-DIRECTED	$___	___	$___	$___	$___	___	$___
GR-08	Shower Base / Waterproofing / Tile - OWNER-DIRECTED	$___	___	$___	$___	$___	___	$___
GR-09	Shower Finish Plumbing - OWNER-DIRECTED	$___	___	$___	$___	$___	___	$___
GR-10	Shower Glass - OWNER-DIRECTED	$___	___	$___	$___	$___	___	$___
GR-11	Remaining Bathroom Fixtures & Accessories	$___	___	$___	$___	$___	___	$___
GR-12	PTAC / Mechanical	$___	___	$___	$___	$___	___	$___
GR-13	Electrical	$___	___	$___	$___	$___	___	$___
GR-14	Guestroom Telecom / Television	$___	___	$___	$___	$___	___	$___

Condition-Based Quantities

PTACs, windows, mattresses/foundations, plumbing fixtures and similar PIP items shall be extended using actual verified quantities after survey. The bidder shall preserve the underlying unit price so quantities can be adjusted without renegotiating the entire proposal.

D / E

FF&E PROCUREMENT & INSTALLATION

Owner-purchased FF&E, receiving, warehousing, distribution, installation labor, bedding/OS&E and specialty equipment

Pricing Requirement

All work in this section shall be priced separately by scope code. ATOC may award this section independently, combine it with other sections, or award only selected line items.

D - FF&E PROCUREMENT & INSTALLATION

> **Owner-Furnished Material Rule**
>
> FF&E MATERIALS ARE NOT TO BE INCLUDED IN THE INSTALLATION SUBCONTRACTOR'S BASE MATERIAL PRICE unless ATOC issues a written bid addendum directing otherwise. ATOC/Owner intends to source approved FF&E separately and in bulk.

FF-01 - ATOC/Owner FF&E Procurement

Procure approved headboards, nightstands, desks, desk chairs, activity tables/chairs, dressers/credenzas, lounge chairs, sofas, mirrors, artwork, window treatments, closet components, public-area furniture, breakfast furniture and meeting furniture. Maintain item/manufacturer/model/qty/unit/freight/tax/extended/lead-time schedule.

FF-02 - Receiving / Warehousing / Distribution

Price unloading, receiving, inventory verification, damage inspection, photography, shortage reporting, warehouse/storage, floor/room sorting, elevator movement, room delivery and packaging management.

FF-03 - Guestroom FF&E Installation Labor

Installation labor only for owner-furnished guestroom FF&E. Include assembly, anchoring, placement, leveling, adjustment, punch list and packaging removal. Provide labor price per room x 60.

FF-04 - Public-Area FF&E Installation

Labor for lobby, breakfast, meeting-room furniture, artwork, window treatments, décor, pantry fixtures and other owner-furnished public-area FF&E.

FF-05 - Bedding / OS&E

Separate procurement for WynRest linens/pillows, WynDry terry, bed toppings, shower curtains and related OS&E. Survey mattresses/foundations individually because replacement is condition-based under PIP criteria.

E - SPECIALTY EQUIPMENT

Separately survey, price, procure and install as required: guest laundry equipment, ice machines, vending machines, fitness equipment, Wyn-Mart equipment and breakfast equipment. Condition-based items shall carry individual unit pricing and lead times.

Code	Scope	Base / Unit Price	Quantity Basis	Notes
FF-01	ATOC/Owner FF&E Procurement	$_____	As verified	_____
FF-02	Receiving / Warehousing / Distribution	$_____	As verified	_____
FF-03	Guestroom FF&E Installation Labor	$_____	As verified	_____
FF-04	Public-Area FF&E Installation	$_____	As verified	_____
FF-05	Bedding / OS&E	$_____	As verified	_____
E-01	Specialty Equipment	$_____	By unit	Laundry / ice / vending / fitness / Wyn-Mart / breakfast

F

GENERAL CONDITIONS

Project management, temporary facilities, design, permits, safety, final cleaning and closeout

Pricing Requirement

All work in this section shall be priced separately by scope code. ATOC may award this section independently, combine it with other sections, or award only selected line items.

GC-01 - Project Management

Project executive, project manager, project engineer/APM, superintendent, assistant superintendent, safety, QC, administrative support, scheduling, daily reports, RFI/submittal management, coordination meetings and cost control.

GC-02 - Temporary Facilities

Construction trailer/office, storage containers, dumpster service, temporary power/water/lighting, Internet, portable toilets/handwashing, fencing, construction signage, staging, elevator/floor protection, dust barriers/partitions and security.

GC-03 - Architectural & Engineering

Budget separately for architect, interior designer, civil, structural, mechanical, electrical, plumbing, fire-protection, fire-alarm, telecom, landscape design, surveying, existing-condition drawings, permit/construction documents, specifications and as-builts. Applicable design must be submitted for Wyndham review/approval before purchasing or starting renovation.

GC-04 - Permits & Government Inspections

Building, demolition, electrical, plumbing, mechanical, fire protection, fire alarm, sign, site/exterior, elevator, plan-review, inspections/reinspections and occupancy approvals. Identify which permits are carried by bidder vs. others.

GC-05 - Testing / Environmental Due Diligence

Allowances for hazardous-material investigation as applicable, moisture/mold/water-damage investigation, utility investigation, plumbing/electrical testing and structural investigation where modifications require it.

GC-06 - Safety / Protection

PPE, first aid, extinguishers, barricades, signage, fall protection, dust containment, floor/elevator protection, housekeeping and safety meetings.

GC-07 - Final Cleaning

Complete construction cleaning of 60 guestrooms, bathrooms, corridors, stairwells, lobby, breakfast, meeting, public restrooms, fitness, laundry, vending/ice, elevator, interior glass, assigned exterior glass and FF&E.

GC-08 - Commissioning / Closeout

HVAC startup/TAB, plumbing/domestic-water testing, electrical testing, fire alarm/sprinkler, access control, HSIA/data, equipment startup, punch lists, inspections, O&M manuals, warranties, training, as-builts, final photos and brand-inspection support.

SECTION F - GENERAL CONDITIONS PRICING SCHEDULE

Code	Scope	Base Bid	Duration / Unit	Notes
GC-01	Project Management	$_____	_____	_____
GC-02	Temporary Facilities	$_____	_____	_____
GC-03	Architectural & Engineering	$_____	_____	_____
GC-04	Permits & Government Inspections	$_____	_____	_____
GC-05	Testing / Environmental Due Diligence	$_____	_____	_____
GC-06	Safety / Protection	$_____	_____	_____
GC-07	Final Cleaning	$_____	_____	_____
GC-08	Commissioning / Closeout	$_____	_____	_____

TECH

BIDDER TECHNICAL REQUIREMENTS

Submittals, schedule, QA/QC, safety, logistics, warranties, closeout and commercial requirements

Pricing Requirement

All work in this section shall be priced separately by scope code. ATOC may award this section independently, combine it with other sections, or award only selected line items.

REQUIRED BID CONTENT & TECHNICAL SUBMITTALS

Every Bidder Shall Provide

- Legal company name, address, primary contact, phone, email, website and years in business.
- Applicable trade licenses/registrations and current insurance information.
- Experience on hotel, hospitality, conversion, renovation or comparable occupied/operational facility work.
- At least three relevant commercial references when requested.
- Detailed inclusions/exclusions/assumptions and written identification of scope gaps.
- Proposed crew size, working hours, sequencing, duration, earliest mobilization and required shutdowns.
- Lead times for long-lead materials/equipment and any proposed substitutions.
- Safety plan approach, SDS/PPE controls where applicable, and trade-specific hazard controls.
- Warranty duration and warranty response process.
- Payment terms and proposed retainage assumptions if any.
- Union / non-union / open-shop status and any labor availability limitations.
- Lower-tier subcontractors and scope of work delegated to each.

Submittals / Shop Drawings / Samples

- Provide product data, shop drawings, samples, color/finish data and coordination drawings as applicable to the awarded scope.
- Do not fabricate or purchase brand-defining materials requiring approval until written approval/submittal direction is issued.
- Identify deviations from specified/PIP/approved basis of design explicitly in the bid.

Quality Control

- Daily progress reporting and photo documentation for concealed and completed work.
- Pre-installation verification of dimensions, substrates and utility conditions.
- Trade testing, inspection and sign-off before closing walls/ceilings or covering waterproofing/MEP work.
- Punch-list response and final closeout documentation by area/room.

Site Logistics / Protection

- Protect existing property and finished work.
- Maintain clean and safe access routes; coordinate loading, staging, dumpster/storage placement and elevator use.
- Identify any assumption regarding hotel closure, partial occupancy, guest access, work hours or noise limitations.
- Provide temporary barriers, dust protection and daily housekeeping appropriate to the work.

BID

REQUIRED BID FORMAT

Standard commercial breakdown, unit pricing, alternates and bidder certification

Pricing Requirement

All work in this section shall be priced separately by scope code. ATOC may award this section independently, combine it with other sections, or award only selected line items.

MANDATORY COST BREAKDOWN

Cost Category	Bidder Entry
Material	$_____
Labor Hours	_____
Labor Rate	$_____ / hr
Labor Total	$_____
Equipment / Rental	$_____
Freight / Delivery	$_____
Permits / Inspections	$_____
Taxes	$_____
Other	$_____
BASE BID	$_____
Alternate 1	$_____
Alternate 2	$_____

Change / Additional Work Rates

Item	Rate / Markup
Skilled labor	$_____ / hr
Helper labor	$_____ / hr
Supervision	$_____ / hr
Equipment markup	_____ %
Material markup	_____ %
Lower-tier subcontractor markup	_____ %
Emergency / after-hours premium	_____

Bidder Certification

By submitting a proposal, the bidder acknowledges that it has reviewed the scope documents available at bid time, has identified its assumptions/exclusions, has included the resources necessary for its quoted work, and understands that final quantities and design details may be adjusted through written clarification, addendum, unit-price extension, approved change, or final construction documents.

Certification	Bidder Entry
Company	_____

Certification	Bidder Entry
Authorized Representative	_____
Title	_____
Signature	_____
Date	_____
Proposal Valid Through	_____

SOV

MASTER SCHEDULE OF VALUES

Summary sheet for separate section awards and owner comparison

Pricing Requirement

All work in this section shall be priced separately by scope code. ATOC may award this section independently, combine it with other sections, or award only selected line items.

Code	Bid Section / Scope	Bid Amount
PL-01	Domestic Water Investigation	$_____
PL-02	Recommended Water-System Repair/Replacement (Separate)	$_____
EX-01	Exterior Demolition	$_____
EX-02	Dumpsters / Waste Management	$_____
EX-03	Storage Containers	$_____
EX-04	Concrete / Walkways	$_____
EX-05	Parking / Asphalt	$_____
EX-06	Landscaping	$_____
EX-07	Building Exterior Restoration & Painting	$_____
EX-08	Roof / Wingate Roofline	$_____
EX-09	Exterior Windows	$_____
EX-10	Exterior Doors / Access Control	$_____
EX-11	Entrance Awnings	$_____
EX-12	Exterior Signage	$_____
IN-01	Interior Demolition	$_____
IN-02	Framing / Drywall / Insulation	$_____
IN-03	Painting	$_____
IN-04	Flooring	$_____
IN-05	Millwork / Finish Carpentry	$_____
IN-06	Stone / Countertops	$_____
IN-07	Common-Area Plumbing	$_____
IN-08	Mechanical / HVAC	$_____
IN-09	Electrical	$_____
IN-10	Fire Protection	$_____
IN-11	Fire Alarm / Life Safety	$_____
IN-12	Telecom / Communications / HSIA	$_____
IN-13	Elevator	$_____
IN-14	Interior Signage	$_____
GR-01	Guestroom Demolition	$_____
GR-02	Framing / Drywall / Closet	$_____
GR-03	Guestroom Painting	$_____
GR-04	Guestroom Flooring	$_____
GR-05	Doors / RFID Locks	$_____
GR-06	Tub-to-Shower Demolition - OWNER-DIRECTED	$_____
GR-07	Shower Plumbing Rough-In - OWNER-DIRECTED	$_____

Code	Bid Section / Scope	Bid Amount
GR-08	Shower Base / Waterproofing / Tile - OWNER-DIRECTED	$_____
GR-09	Shower Finish Plumbing - OWNER-DIRECTED	$_____
GR-10	Shower Glass - OWNER-DIRECTED	$_____
GR-11	Remaining Bathroom Fixtures & Accessories	$_____
GR-12	PTAC / Mechanical	$_____
GR-13	Electrical	$_____
GR-14	Guestroom Telecom / Television	$_____
FF-01	ATOC/Owner FF&E Procurement	$_____
FF-02	Receiving / Warehousing / Distribution	$_____
FF-03	Guestroom FF&E Installation Labor	$_____
FF-04	Public-Area FF&E Installation	$_____
FF-05	Bedding / OS&E	$_____
E-01	Specialty Equipment	$_____
GC-01	Project Management	$_____
GC-02	Temporary Facilities	$_____
GC-03	Architectural & Engineering	$_____
GC-04	Permits & Government Inspections	$_____
GC-05	Testing / Environmental Due Diligence	$_____
GC-06	Safety / Protection	$_____
GC-07	Final Cleaning	$_____
GC-08	Commissioning / Closeout	$_____

PIP

PIP CROSS-REFERENCE

Summary mapping of master scope to verified July 7, 2026 Wingate PIP requirements

Pricing Requirement

All work in this section shall be priced separately by scope code. ATOC may award this section independently, combine it with other sections, or award only selected line items.

Source	Verified PIP Topics	Master Scope Cross-Reference
PIP p.1	HSIA; breakfast expansion/new breakfast/media wall; guest bath doors/robe hooks; condition PTAC; RFID/U-bar; enclosed closet; condition plumbing fixtures; shower curtains; backlit mirrors; 43-in TVs; foundation condition; guestroom FF&E; telephone faceplates; WynRest linens.	IN-01, IN-05, IN-12, GR-02, GR-05, GR-11-14, FF-01/05
PIP p.2	Pillows/terry/bed toppings; mattress condition; flooring/base/LVT; paint; guestroom FF&E/window treatments; exterior awnings/parking/paint/roof/signage/landscape/dumpster/walkways/windows/secondary locks; fitness/laundry/Wyn-Mart.	EX-04-12, IN-03/04/05, GR-03/04, FF-01/05, E-01
PIP p.3	Vending/ice; corridor/stair paint, doors, carpet/tile; elevator; fitness; interior signage; public restrooms; lobby/front desk/stone/wood panels/furniture; meeting room.	IN-01-14, FF-04, E-01
PIP p.4	Wyndham design review prior to purchase/work; full Brand Standards responsibility; law/code/ADA; standards can change.	GC-03/04; all awarded sections

Source Control

Only the franchisor may revise the PIP. This ATOC master scope does not amend the PIP; it organizes the procurement work and adds owner-directed due diligence/renovation scopes. Contractors shall rely on final approved documents and written ATOC addenda for construction authorization.

CHECK

BIDDER RETURN CHECKLIST

Use before submitting proposal

> **Pricing Requirement**
> All work in this section shall be priced separately by scope code. ATOC may award this section independently, combine it with other sections, or award only selected line items.

Return Requirement	Complete
Scope codes clearly identified	[ ]
Material / labor / equipment broken out	[ ]
Labor hours and labor rate provided	[ ]
Guestroom per-room unit prices provided	[ ]
Condition-based unit prices provided	[ ]
Alternates separately priced	[ ]
Freight / delivery identified	[ ]
Permits / inspections identified	[ ]
Taxes identified	[ ]
Inclusions / exclusions / assumptions attached	[ ]
Crew size and duration provided	[ ]
Lead times and earliest mobilization provided	[ ]
License / insurance information provided	[ ]
Warranty provided	[ ]
Payment terms provided	[ ]
Union / non-union / open-shop status provided	[ ]
Lower-tier subcontractors disclosed	[ ]
Proposal signed by authorized representative	[ ]

Procurement Contact

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