

**Notice to Contractors and Subcontractors****Curtis Hall Renovation at Maine Maritime Academy  
BGS Project No. 3397 Revised 1 December 2023**

*Curtis Hall, is the only residence hall at Maine Maritime Academy, and requires extensive building system repairs and upgrades. The proposed scope of work includes, but is not limited to, upgrades of mechanical, plumbing, electrical, fire protection and heating systems as well as the building windows and some exterior work. The 159,000 square foot building, constructed in three phases between 1969 and 1973, at maximum capacity houses approximately 650 students in 315 rooms. The first floor primarily consists of Administrative Offices providing a range of student and health services. The ground floor contains the Academy's Bookstore and utility rooms. The building will remain in service during renovations, and construction will be conducted in 4 phases, allowing for construction in one vacant phase at a time.*

The cost of the work (prime Contractor contract) is approximately \$ 28,000,000. The contract shall designate the Substantial Completion Date on or before *31 July 2026*, and the Contract Final Completion Date on or before *28 August 2026*.

1. Sealed Contractor bids, in envelopes plainly marked "Bid for *Curtis Hall Renovation*" and addressed to:

*Hildy Lowell  
Purchasing Department  
Maine Maritime Academy  
1 Pleasant Street  
Castine, ME 04421*

will be opened and read aloud at *Maine Maritime Academy Holmes Heritage Room in the Alfond Student Center, 1 Pleasant Street, Castine, Maine* at **2:00:00 p.m. on 11 January 2024 and shall include (5) hard copies and (1) digital copy.** Any bid submitted after the noted time will not be considered a valid bid and will remain unopened.

2. The bids shall be submitted on the Contractor Bid Form (section 00 41 13) and Subcontractor Bid Form (section 00 41 16) provided in the Bid Documents. The Owner reserves the right to accept or reject any or all bids as may best serve the interest of the Owner.
3. Bid security *is required* on this project.  
The Bidder shall include a satisfactory Bid Bond (sections 00 43 13 and 00 43 16) or a certified or cashier's check for 5% of the bid amount with the completed bid form submitted to the Owner. The Bid Bond form is available on the BGS website.
4. Performance and Payment Bonds *are required* on this project.  
The selected Contractor and Filed Sub-bid contractors shall furnish their respective 100% contract Performance Bonds (section 00 61 13.13 and 00 61 13.23) and 100% contract Payment Bonds (section 00 61 13.16 and 00 61 13.26) in their contract amounts to cover the execution of the Work. Bond forms are available on the BGS website.
5. Filed Sub-bids *are required* on this project.  
The Bidder shall include in the bid all Filed Sub-bids identified in the Bid Documents and shown on the Contractor Bid Form (section 00 41 13). Filed Sub-bids are due at the Maine Construction Bid

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Depository at **2:00 p.m. on 18 December 2023**. Bids submitted after the noted time will not be accepted.

6. There *are no* Pre-qualified General Contractors on this project.  
If Pre-qualified General Contractors are identified for this project, the name of each company, with their city and state, are listed below.  
n/a
7. An on-site pre-bid conference *will* be conducted for this project.  
If a pre-bid conference is scheduled, it is *mandatory* for General Contractors and optional for Subcontractors and suppliers. Contractors who arrive late or leave early for a mandatory meeting may be prohibited from participating in this meeting and bidding. *A mandatory pre-submission briefing and tour of the building is scheduled for December 6, 2023 at 1:00 PM, at MMA's Curtis Residence Hall, located at 66 Pleasant Street, Castine, ME. Please contact the MMA Owner's Representative, Jake Jacobs, Colliers Project Leaders, to register jake.jacobs@collierseng.com. Do not contact MMA concerning this meeting.*
8. Bid Documents - full sets only - will be available on or about *27 November 2023* and may be obtained *in PDF format at no cost* from:  
*BGS website:*  
*<https://www.maine.gov/dafs/bgs/business-opportunities>*
9. Bid Documents may be examined at:  

<i>AGC Maine</i>	<i>Construction Summary</i>
<i>188 Whitten Road</i>	<i>734 Chestnut Street</i>
<i>Augusta, ME 04330</i>	<i>Manchester, NH 03104</i>
<i>Phone 207-622-4741 Fax 207-622-1625</i>	<i>Phone 603-627-8856 Fax 603-627-4524</i>