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Notice to Contractors

Blaine House Staff Entrance Upgrades

BGS Project No. 3656

Demolition of the existing porch floor and steps at the staff entrance to the Blaine House, replacement of the porch floor and steps, construction of an accessible ramp to the porch, and other work indicated in the Contract Documents.

The contract shall designate the Substantial Completion Date on or before *29 November 2024*, and the Contract Final Completion Date on or before *30 December 2024*.

1. Submit bids on a completed Contractor Bid Form (section 00 41 13), provided in the Bid Documents, include bid security when required, and scan each item as an attachment to an email addressed to: BGS.Architect@Maine.gov, so as to be received no later than **2:00 p.m. on 02 October 2024**. The email subject line shall be marked "**Bid for Blaine House Staff Entrance Upgrades**". Bid submissions will be opened and read aloud at the time and date noted above at the Bureau of General Services office, accessible as a video conference call. Those who wish to participate in the call must submit a request for access to BGS.Architect@Maine.gov. Any bid received after the noted time will not be considered a valid bid and will remain unopened. Any bid submitted by any other means will not be considered a valid bid. In certain circumstances, the Bureau of General Services may require the Bidder to surrender a valid paper copy of the bid form or the bid security document. The Owner reserves the right to accept or reject any or all bids as may best serve the interest of the Owner.

2. Questions and comments on the *bid opening process* shall be addressed to: Division of Planning, Design & Construction, Bureau of General Services, 77 State House Station, Augusta, Maine 04333-0077, BGS.Architect@Maine.gov.

3. Questions and comments regarding the *project* design specifications or drawings shall be directed in writing to the Consultant during the bid period prior to the question and comment deadline of 5:00 p.m. on *23 September 2024*.
Oak Point Associates
Allison Towne DiMatteo
atowne@oakpoint.com

4. Bid security is required on this project.
The Bidder shall include a satisfactory Bid Bond (section 00 43 13) 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.
or
 Bid security is not required on this project.

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5. Performance and Payment Bonds are required on this project.
If noted above as required, or if any combination of Base Bid and Alternate Bids amounts selected in the award of the contract exceeds \$125,000.00, the selected Contractor shall furnish a 100% contract Performance Bond (section 00 61 13.13) and a 100% contract Payment Bond (section 00 61 13.16) in the contract amount to cover the execution of the Work. Bond forms are available on the BGS website.
or
 Performance and Payment Bonds are not required on this project.
6. Filed Sub-bids *are not required* on this project.
7. Pre-qualified General Contractors are utilized on this project.
insert the company name, city and state for each
or
 Pre-qualified General Contractors are not utilized on this project.
8. An on-site pre-bid conference (*mandatory* or *optional*) will be conducted for this project. The pre-bid conference is intended for General Contractors. Subcontractors and suppliers are welcome to attend. Contractors who arrive late or leave early for a mandatory meeting may be prohibited from participating in this meeting and bidding.
17 September 2024 at 11:00 am
Blaine House
Chamberlain Street Vehicle Entrance Gate

or
 An on-site pre-bid conference will not be conducted for this project.
9. Bid Documents - full sets only - will be available on or about *11 September 2024* and may be obtained *at a cost* from:
Xpress Copy
17 Westfield Street
Portland, Maine 04102
1-207-775-2444 (www.xcopy.com)