

NOTICE OF CONSTRUCTION MANAGEMENT AGREEMENT

May 13, 2005

TO: CONSTRUCTION MANAGER: Acting as an agent to The Greater Portland YMCA
Wright-Ryan Construction
10 Danforth St.
Portland, ME 04101
Tel: (207) 773-3625
Fax: (207) 772-5173

RE: **YMCA High Street Entry**

The **Greater Portland YMCA** has authorized Wright-Ryan Construction to act as Construction Manager for the YMCA High Street Entry addition and to proceed with managing the bidding process. Please note the following:

The Construction Manager is directed to solicit a minimum of three (3) or more bids for each trade and to recommend, review and secure owner and financing approval of a select bid list.

Bidding by subcontractors pre-qualified by Wright-Ryan Construction will be by **invitation only**.

A **pre-bid meeting** and **site walk** date and time shall be determined and bidders will be notified at a later time. Attendance by any bidding subcontractor at this pre-bid meeting is **encouraged**.

Subcontractor bids are due at the Portland office of **Wright-Ryan Construction** no later than **Wednesday, May 25th, 2005, 12:00 PM**.

This notice to solicit bids is **not** to be construed as an offer which can be accepted by submitting a bid. The **Greater Portland YMCA** reserves the right to reject any and all bids, with or without cause, to negotiate with any person both before and after bids are submitted, to modify its specifications at any time, to accept any bid regardless of price and regardless of whether a bid complies with the terms of the bid request or instructions contained in this letter or in the instructions to bidders in the project manual, to disclose the bids and other information concerning bids to any person at any time to use bid information submitted to it for any purpose.

In addition to the base bid, bids for alternates and unit prices may be required to be included with your bid. Refer to Basic Requirements (Section 01001) for additional information.

Whereas the bidding process will be administrated under the AIA A121/CMc (Standard Form of Agreement between Owner and Construction Manager), the owner reserves the right to convert to an AIA A101 (Standard Form of Agreement between Owner and Contractor) at contract signing. The Construction Manager and all subcontractors shall consider this in their bids.

Refer to Instructions to CM for bidding requirements and information.