

# PROPOSAL FORM FOR CONSTRUCTION MANAGER

BIDDER: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

TO **The Greater Portland YMCA**  
c/o Benedict Walter  
**CWS Architects**  
434 Cumberland Ave.  
Portland, ME 04101

- A. All bids must be presented on this completed form. Bids must bear the handwritten signature of a duly authorized member or employee of the organization making the bid. Identify costs associated with all Alternates as either an "ADD" or "DEDUCT". All work specified in the contract documents and identified as an Alternate "DEDUCT" **shall be** included in the Base Bid. All work identified as an Alternate "ADD", **shall not be** included in the Base Bid amount. If any alternate is accepted by the owner, it will be added or deducted as appropriate to arrive at a contract amount.

Having carefully examined the Form of Contract, General Conditions, and Plans and Specifications prepared by CWS Architects for Construction of **YMCA High Street Entry** as well as the premises and conditions affecting the work, we the undersigned propose to furnish all labor, equipment and materials necessary for and reasonably incidental to the construction and completion of this proposal for the amount of:

**TOTAL BASE BID:** \$ \_\_\_\_\_

**Total Base Bid Written:** \_\_\_\_\_  
\_\_\_\_\_ Dollars

**Alternate No.1:**  
\$ \_\_\_\_\_ (ADD) or (DEDUCT)

**Unit Prices:** (unit prices are not required for this bid)

- B. This proposal includes the following addenda to the Plans and Specifications:  
Addendum #\_\_, Dated \_\_\_\_\_; Addendum #\_\_, Dated \_\_\_\_\_  
Addendum #\_\_, Dated \_\_\_\_\_; Addendum #\_\_, Dated \_\_\_\_\_  
Addendum #\_\_, Dated \_\_\_\_\_; Addendum #\_\_, Dated \_\_\_\_\_

- C. SUBCONTRACTORS LIST for the proposed contract for construction is as follows (To be completed by any candidates for apparent low bidder and FAXED to CWS Architects at 207-774-4016 within 24 hours of submitting of Bid) Note: Write N/A where the trade does not apply:

TRADE	NAME OF SUBCONTRACTOR
1. Sitework	_____
2. Concrete Foundations	_____
3. Masonry	_____
4. Rough Carpentry	_____
5. Finish Carpentry	_____
6. Roofing	_____
7. Siding	_____
8. Insulation	_____
9. Doors, Frames and Hardware	_____
10. Windows	_____
11. Flooring	_____
12. Painting	_____
13. Drywall	_____
14. Cabinetry	_____
15. Elevator	_____
16. HVAC	_____
17. Plumbing	_____
18. Sprinkler System	_____
19. Electrical	_____
20. Telecommunication	_____

E. TIME FOR COMPLETION

The undersigned guarantees all work performed under this contract will be done in accordance with the specifications and in good and workmanlike manner, and to renew or repair any workmanship prior to the date of final completion and acceptance by the owner except for specific manufacturer's warranties.

The Undersigned hereby certifies that this Bid Proposal is genuine, and not a sham or collusive, or made in the interest of or in behalf of any person not herein named, and that the Undersigned has not directly or indirectly induced or solicited any other Bidder to submit a sham bid, or any other person, firm or corporation to refrain from bidding, and that the Undersigned has not in any manner sought by collusion to secure for himself an advantage over any other bidder.

The **Greater Portland YMCA** reserves the right to reject any or all bids.

Having reviewed all documents and having made a Site Visit and being otherwise familiar with existing site conditions, the estimated number of calendar days following issuance of Notice to Proceed to Substantial Completion of the Contract for Construction is:

- F. SCHEDULE OF VALUES for the proposed contract, the sum of which must equal the Total Base Bid, are as follows (To be completed by any candidates for apparent low bidder and FAXED to CWS Architects at 207-774-4016 within 24 hours of submitting of Bid):

<b>Division 1 – Builders’ Risk Insurance</b>	\$ _____
<b>Division 1 – Other General Requirements</b>	\$ _____
<b>Division 2 – Sitework (on-site)</b>	\$ _____
<b>Division 2 – Sitework (off-site)</b>	\$ _____
<b>Division 3 – Concrete</b>	\$ _____
<b>Division 5 – Metals</b>	\$ _____
<b>Division 6 – Wood &amp; Plastics</b>	\$ _____
<b>Division 7 – Thermal &amp; Moisture Protection</b>	\$ _____
<b>Division 8 – Doors &amp; Windows</b>	\$ _____
<b>Division 9 – Finishes</b>	\$ _____
<b>Division 10 – Specialties</b>	\$ _____
<b>Division 11 – Equipment</b>	\$ _____
<b>Division 12 – Furnishings</b>	\$ _____
<b>Division 13 – Special Construction</b>	\$ _____
<b>Division 14 – Conveying Equipment</b>	\$ _____
<b>Division 15 – Mechanical</b>	\$ _____
<b>Division 16 – Electrical (on-site)</b>	\$ _____
<b>Division 16 – Electrical (off-site)</b>	\$ _____

- G. The owner will NOT entertain REQUESTS FOR SUBSTITUTIONS in the initial bid process. Should addition cost savings and value engineering be required after bids are received, the owner may solicit Requests for Substitutions with the apparent low bidder with the intent of arriving at an acceptable contract sum and execution of a construction contract. In such a case, a Requests for Substitutions form will be issued to the apparent low bidder and should be accompanied (attached) by Catalog Cuts and Specifications and a statement by the manufacturer that the proposed products meet or exceed the specifications or accompanied by a statement identifying variances from the specification. Failure to meet the project’s specification or identify variances in the specifications may result in disqualification of the substitution request. Whereas product aesthetics and performance

are important to the owner, the submission of Requests for Substitution in no way obliges the owner to accept such requests in evaluating substitution requests.

- H. The undersigned agrees, if this proposal is accepted, to sign a contract and deliver it, along with the bonds and affidavits of all insurance specified, within twenty (20) calendar days after the date of notification of such acceptance, except if the 20th day falls on a holiday, a Saturday or Sunday, then the conditions will be fulfilled if the required documents are received before 12 o'clock noon on the day following the holiday, or the Monday following the Saturday or Sunday.

The Owner may use this authorization and information obtained with it to administer and enforce the contract documents and review credentials and credit of individuals, partnerships and or corporations involved in the bid process. Any individuals or organizations including public or private may be asked to release information including but not limited to financial institutions, suppliers, insurance companies, credit investigating agencies, law enforcement agencies, local, state and federal agencies.

The undersigned agrees, if awarded the Contract, to complete the work within the specified number of calendar days from the notice to proceed.

This proposal includes the full cost of all bonds and permits required for the completion of this work.

Signed: \_\_\_\_\_

By: \_\_\_\_\_

Address: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

If Bidder is a corporation, write State of incorporation, and if a partnership, give full name of all partners in the spaces provided below:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

...END OF PROPOSAL FORM