

# CONSTRUCTION MANAGER PREQUALIFICATION QUESTIONNAIRE

Project: South Berwick Town Hall Renovations  
South Berwick, Maine

## I. INFORMATION ABOUT YOUR ORGANIZATION

### A. Company / Contact Information

Company Name:	Wright-Ryan Construction, Inc.
Contact Person:	Andrew Gaumont, Commercial Marketing Manager
Address:	10 Danforth Street, Portland, ME 04101
Telephone:	207-312-9562
Fax:	
Email:	<a href="mailto:agaumont@wright-ryan.com">agaumont@wright-ryan.com</a>

### B. Number / span of years your organization has been in business as a General Contractor

Years:

### C. Number of years your organization has been in business under its present name. (If applicable, indicate other or former names under which your organization has operated, along with associated years)

Years:	41
Former Names/ Years:	Thomas B. Wright Construction

### D. Information on Organization Structure

1. For corporations (including LLC), provide the following: Date Incorporated, State Incorporated, President, Vice President, Secretary and Treasurer
2. For partnerships, provide the following: Date Organized, Type of Partnership, and Name(S) of General Partners
3. Individually Owned, provide the following: Date Organized and Name of Owner
4. If other than those listed above, provide information of structure and name of principal

Date of incorporation: 1984
State of Incorporation: Maine
President's Name: Alan K. Sparn
Vice-President's Name: Marc Bourgeois
Secretary: Alan K. Sparn
Treasurer: Alan K. Sparn

## II. RELEVANT EXPERIENCE AND PAST PERFORMANCE

A. Provide a summary of your Contractor experience in the past 10 years with similar projects, particularly in reference to project type, size and schedule. Include projects in the past 10 years with the following attributes: historic municipal building, renovation and restoration, \$5M - \$7.3M budget, energy upgrades, and phased construction in a staff and public occupied building. If projects noted vary from the type, size, and schedule of the proposed project, eg. system complexity, multiple building finishes, complex phasing plan, etc., please indicate why you believe they are relevant to the proposed project, eg. system complexity, multiple building finishes, complex phasing plan, etc.

### Project #1:

Please refer to the attached project sheet for York Town Hall. Historic renovation and addition completed by Tom Carey and Olin Williams, our proposed Super/PM team. The project was delivered on time and significantly ahead of schedule.

Names and telephone numbers of owner and owner's representative:

Wayne Martin, 207-363-1000

Name of the Architect / Engineer and contact information

Lita Semrau, Port City Architecture, 207-761-9000

### Project #2:

Please refer to the attached project sheet for Rice Public Library. Occupied historic renovation completed by Olin Williams, our proposed Superintendent.

Names and telephone numbers of owner and owner's representative:

Kendra Amaral, Town Manager, 207-475-1329

Name of the Architect / Engineer and contact information

Simons Architects, 207-772-4656

### Project #3:

Please refer to the attached project sheet for Loring House. Occupied historic renovation completed by Tom Carey and Olin Williams, our proposed Super/PM team.

Names and telephone numbers of owner and owner's representative:

Penn Lindsay, 207-783-1423

Name of the Architect / Engineer and contact information

The Architectural Team, 617-889-4402

B. List below the project that your organization, as the Contractor, **completed** on or before the schedule completion date, during the period of the last five years. List for **each** project:

### Project #1:

Project name and owner:

Witham Family Housing, David Witham

Location of project:

Bar Harbor, Maine

Type of project:

Employee Housing project

Dollar value of project: \$8,637,225

Start date of project: 4/5/2023

Original contract completion date: 5/15/2024

Final completion date: 3/29/2024

Name of Contractor's superintendent: Kevin Foster

Names and telephone numbers of owner and owner's representative: David Witham, 207-288-3211

Name of the Architect / Engineer and contact information: Geoffrey Fraser, 207-801-4000

**Project #2:**

Project name and owner: York Town Hall

Location of project: York, Maine

Type of project: New construction and renovation of town hall.

Dollar value of project: \$5,936,766

Start date of project: 4/26/2023

Original contract completion date: 9/17/2024

Final completion date: 6/21/2024

Name of Contractor's superintendent: Olin Williams

Names and telephone numbers of owner and owner's representative: Wayne Martin, 207-363-1000

Name of the Architect / Engineer and contact information: Lita Semrau, Port City Architecture, 207-761-9000

**Project #3:**

Project name and owner: Bowdoin College Athletic Fields

Location of project: Brunswick, Maine

Type of project: New construction of athletic fields and relocation of historic observatory.

Dollar value of project: \$20,030,751

Start date of project: 5/15/2023

Original contract completion date:

6/3/2024

Final completion date:

6/1/2024

Name of Contractor's superintendent:

Jeff Giggey

Names and telephone numbers of owner and owner's representative:

John Simoneau, 207-552-3405

Name of the Architect / Engineer and contact information

Peter Ostrowski, 207-200-2100

C. Has your organization, during the period of the last ten years, as the Contractor, not completed a project on or before the scheduled completion date?

Yes or No:

No

If "yes," provide to following information for *each* project:

Project name and owner:

Location of project:

Type of project:

Dollar value of project:

Start date of project:

Original contract completion date:

Revised contract completion date per change order:

Substantial completion date:

Name of Contractor's superintendent:

Names and telephone numbers of owner and owner's representative:

Percentage of the cost of the work performed with your own forces:

Narrative explaining in detail the nature of the circumstances:

Narrative explaining in detail the hardship created for the Owner as a result of late completion date:

Indication of whether liquidated damages were assessed and details related to the matter:

Name of the Architect / Engineer and contact information

### III. COMPLETION OF WORK AND PREQUALIFICATION HISTORY

A. Of the projects listed under II.C above, that your organization, as the Contractor, did not complete on or before the scheduled completion date, list below those where a bonding company or another contractor became involved to complete any portion of the project. Also include a narrative showing the chronology of events leading to involvement by another party and summary of your position on the matter.

N/A

B. Has your organization, during the period of the last five years, participated in any form of mediation, arbitration, or litigation?

Yes or No:

No

If "yes" provide a narrative describing each incident, including the type of proceeding, the issues, and the outcome.

C. For the period of the last five years, has your organization been disqualified from bidding on any State of Maine or public school project(s)?

No

Yes or No:

If yes, state why, the name and year of project:

### IV. BONDING AND FINANCIAL HISTORY

A. For your organization's bonding agency, provide:

Name:

Skillings, Shaw & Associates

Address:

46 Wright's Landing Road, Auburn, ME 04210

Telephone:

207-753-7300

Contact person:

Robert Shaw

Contractor's bondable limits per project and aggregate:

\$110 million per project, \$200 million aggregate

Dollar value of current unfinished work:

\$124,835,876

Attach the bonding agency's statement of opinion of Contractor's financial ability to complete the proposed project, with single project and aggregate limits

B. For your organization's bonding underwriter company, provide:

Name:

Berkley Insurance Company

Address:

Wilmington, Delaware

Telephone:

612-766-3100

Contact person:

Maria Rundbaken

C. List the major construction projects your organization has in progress, provide the following:

Project #1:

Name of Project: Conners Emerson School

Contract Amount:	\$60,421,447
Percent Complete:	16.50%
Sched. Completion:	12/1/2027

Project #2:

Name of Project:	Bowdoin College Observatory Renovation
Contract Amount:	\$2,497,826
Percent Complete:	64%
Sched. Completion:	7/18/2025

Project #3:

Name of Project:	Maine Public
Contract Amount:	\$5,000,000
Percent Complete:	17.30%
Sched. Completion:	11/28/2025

D. Indicate whether your organization, during the period of the last five years, has sought protection under the bankruptcy laws

Yes or No:

If "yes," provide detailed information regarding the matter.

(This information is confidential and not subject to disclosure under Title 1 M.R.S.A., Chapter 13, Subchapter I, Freedom of Access.)

E. Have there been any damage claims made against your organization which are still outstanding or were made in the last five years including any litigation or arbitration proceeding which are still pending?

Yes or No:

If "yes," for each one provide detailed information regarding:

(This information is confidential and not subject to disclosure under Title 1 M.R.S.A., Chapter 13, Subchapter I, Freedom of Access.)

Claim #1:

Amount of the claim:

Nature of the dispute underlying the claim:

Status of the claim, litigation or arbitration:

Name, address, and telephone number of the adverse party:

Summary of your position on the matter:

Claim #2:

Amount of the claim:

Nature of the dispute underlying the claim:

Status of the claim, litigation or arbitration:

Name, address, and telephone number of the adverse party:

Summary of your position on the matter:

**V. PERSONNEL**

A. Regarding personnel assigned to the proposed project, provide:

1 Name of all superintendents and project managers currently with your organization, and the number of years with your organization for each:

Names of Superintendents & Years w/ Firm:

Olin Williams, 10 Years at Wright-Ryan
Millard Nadeau, 15 Years at Wright-Ryan
Erick Aitken, 9 Years at Wright-Ryan
Keenan Beaudette, 5 Years at Wright-Ryan

Names of Project Managers & Years w/ Firm:

Tom Carey, 21 Years at Wright-Ryan (Joined August 2003)
Tyler Durkee, 9 Years at Wright-Ryan
Christian Milioto, 5 Years at Wright-Ryan
Kris Gagnon, 3 Years at Wright-Ryan

2. Name and resume of the **proposed superintendent** from groundbreaking to the completion of the project, specifically noting experience on projects of similar type, size, and schedule

Name:

Past project experience:

York Town Hall
Rice Public Library
Loring House

3. Name and resume of the **proposed project manager** from groundbreaking to the completion of the project, specifically noting experience on projects of similar type, size, and schedule

Name:

Past project experience:

York Town Hall
Topsham Municipal and Public Safety Campus
Loring House

B. Indicate if this will be a joint venture with another organization.

Yes or No:

If "yes" provide separate questionnaires for each member of the joint venture.

**VI. QUALITY CONTROL:**

A. Indicate whether your organization has a quality control program

Yes or No:

Yes. Please refer to "Quality Control" separate sheet.

If "yes," provide information regarding:

Month/Year Implemented:

Method of Review of Program:

B. Identify all projects in which quality of construction issues have been raised against your firm or subcontracting firms during the past ten years, which at minimum would include the premature failure of major building systems or components. Include in your response the name of the project and the date(s) of the issue or claim.

N/A

**VII. MISCONDUCT**

A. Has your organization, or any of its officers, owners or key personnel, during the period of the last five years, been convicted or plead or consented to a violation of a bid crime, including bid collusion or any other crime involving fraud or knowing misrepresentation?

Yes or No:

If "yes," provide detailed information for each occurrence regarding:

Description of the violation

Date and jurisdiction where the judgement of conviction was entered.

Summary of your position on the matter

B. Has your organization, during the period of the last five years, been disbarred from bidding or has agreed to refrain from bidding on a contract?

Yes or No:

If "yes," provide detailed information for each occurrence regarding:

Date and description of project:

Summary of your position on the matter:

C. Has your organization received any citations or other notices of violation during the period of the last five years, for labor law violations?

Yes or No:

If "yes," provide detailed information for each occurrence regarding:

Nature of the violation for which your organization was cited:

Summary of your position on the matter:

Official resolution of the violation:

D. Has your organization or any of its officers, owners, or key personnel, during the period of the last five years, been found to be in violation of any federal, state, or local environmental law or regulation in which the authority ruled that the violator intentionally or knowingly committed the violation or failed to comply after having been notified of the violation?

Yes or No:

If "yes," provide detailed information for each occurrence regarding:

Nature of the violation for which your organization was cited:

Summary of your position on the matter:

Official resolution of the violation:

E. Has your organization or any of its officers, owners, or key personnel, during the period of the last five years, been convicted of any other civil or criminal violations relating to construction projects not addressed above?

Yes or No:

If "yes," provide detailed information for each occurrence regarding:

Description of the violation:

Date and jurisdiction where the judgement of conviction was entered:

Official resolution of the violation:

**VIII. SAFETY RECORD:**

A. Does your organization have a safety program?

Yes or No:

If "yes," provide information regarding:

Month and year first implemented:

Method of review of program:

Whether regular work site safety meetings are held and how frequently:

B. Have any citations been issued to your organization, during the period of the last five years, for workplace safety law violations?

Yes or No:

If "yes," provide detailed information regarding each occurrence:

Nature of the violation for which your organization was cited:

Summary of your position on the matter:

Official resolution of violation:

C. Provide your organization's OSHA reportable incident rate:

(If this is greater than 3.0, please attach your OSHA Form 300A Summaries for the last three years and a written explanation.)

D. Provide a copy of your organization's NCCI current experience modification (EMR) rating worksheet. If the rating is greater than 1.0, please attach the NCCI rating information for the last three years and a written explanation. As a follow up, you may be asked to provide your written safety plan.

Please refer to the NCCI form at the end of this qualifications package.

# York Town Hall

York, ME

Owner York Town Hall

Architect Port City Architecture

Contract Value \$5,936,766

Size 13,660 square feet

Completion Date June 2024

Delivery CM at Risk w/ GMP

## Project Facts

- Renovation and two-story addition to the York Town Hall.
- The addition is designed to be more modern than the current Town Hall to emphasize the two distinct eras. The addition will be set back in order to make the historic elements of the original building more prominent.
- Renovations to the existing building consist of exterior repairs such as repairing wood clapboards and trim, refurbishing windows, replacing storm windows, and repainting and refurbishing the front door. The gutter and downspout system will be replaced as well as a new asphalt shingle roof. Repairs will be made to meet historic design guidelines, including a fire escape and a canopy for an ADA entrance.

## Client Reference

Wayne Martin, Chair of the York Town Hall Building Committee  
44 York Street  
York, ME 03909



CASE STUDY  
York Town Hall

WR

Wright-Ryan

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May 22, 2024

I am the Chair of the York Town Hall Building Committee. We are in the final stages of completing the renovation of our 1810 Town Hall and adding an addition that more than doubles the size of the Town Hall. Adding to the complexity of our project, the Town hall is also in a National Historic District. We required a Construction Manager (CM) with expertise in working on an old building that had no past drawings or documentation of the numerous interior modifications that had taken place over more than 200 years. Therefore, the project required dealing with asbestos abatement, preservation of historical elements and connecting an addition that would not damage the original Town Hall.

We began the CM search with a meeting of all interested CM's and a discussion of the project. Eight CM companies attended but only three submitted bids. The remaining CM's conveyed that the project was outside of their expertise and too complex.

Prior to interviewing CM candidates, I spoke with the staff at Rice Public Library in Kittery, since Wright-Ryan was the CM for that project. Their feedback was very positive about Wright-Ryan. Our Town Hall project had many of the same elements to deal with as the Rice Public Library. When the Building Committee interviewed Wright-Ryan for the CM position, we were very impressed with their presentation, enthusiasm and ability to deal with the challenges of our project. It was an easy choice for the Building Committee to select Wright-Ryan as our CM.

The process of developing a Guaranteed Maximum Price (GMP) took many months as Wright-Ryan presented options for cost control and value added engineering. This can be a difficult process for a Building Committee but the Wright-Ryan experience led us through the process. This also identified long lead items to begin the ordering process so as not to cause delays during construction.

The on-site work is really where the CM shines. The CM has to juggle the day to day chaos of a construction site to manage when each sub-contractor personnel should be there and not be there so that people are not being paid to stand around. Our Project Superintendent (Olin Williams) did an exceptional job at this. The Wright-Ryan Project Manager (Tom Carey) was also exceptional at explaining the cost process. During our initial interview of Wright-Ryan, they mentioned the transparency in their billing. We saw exactly every charge to the project, even down to the nails, which in a municipal project is very important. You can also expect on site visits from the Chief Operating Officer (Alan Sparr) and the Vice President of Project Management (Alyssa Parker).

This is the third municipal project for which I have been the Building Committee Chair and worked with three different Construction Managers. I would not hesitate to work with Wright-Ryan again. Our project will finish ahead of schedule and under budget.



Wayne Martin

# Rice Public Library

Kittery, ME

Owner Town of Kittery

Architect Simons Architects & Lassell Architects

Contract Value \$5,009,434

Size 15,555 square feet

Completion Date May 2022 (On-Time)

## Project Facts

- Recently completed renovation and addition to the Rice Public Library originally built in 1888. The renovation and expansion offers full accessibility, enhanced technology, better cost efficiency, and allows for more flexible space for staff and patrons.
- Features include multiple meeting spaces and multi-purpose spaces, a teen room, fully ADA accessible to public areas, STEAM/maker space, up to date technology, and enhanced outdoor garden spaces.
- Change order performance: \$366,243 in approved change orders (majority owner-requested), supporting project program and scope to achieve objectives, including:
  - Restoring and expanding original Rice Building (which was added to the National Register of Historic Places in 1979).
  - Consolidating the collection into one space and making the historic building fully accessible.

## Client Reference

Lee Perkins, Director of Rice Public Library  
8 Wentworth St.  
Kittery, ME 03904  
perkinse@rice.lib.me.us  
207-439-1553



CASE STUDY  
Rice Public Library

WR

Wright-Ryan

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# TOWN OF KITTERY

## Office of the Town Manager

200 Rogers Road, Kittery, ME 03904

Telephone: 207-475-1329 Fax: 207-439-6806

[kamaral@kitteryme.org](mailto:kamaral@kitteryme.org) | [www.kitteryme.gov](http://www.kitteryme.gov)

December 5, 2023

The Town of Kittery is pleased to recommend Wright Ryan Construction. We recommend them for the quality of their work, their attention to detail, and their focus on their customers.

The Town worked with Wright Ryan, and the team including Alyssa Parker, Wesley Rollins, and Olin Williams, on a \$6M library renovation and expansion project. The project was constructed during the international COVID-19 pandemic, which created so many unanticipated challenges with labor and materials supply. These challenges were piled on top of the more normal logistical limitations associated with working on a beloved historic structure, in a tight mixed-use neighborhood, adjacent to a high-traffic naval base.

Throughout the project, the Wright Ryan team were responsive to our needs and the needs of the adjacent neighborhood. They developed creative solutions to unique problems associated with renovating and expanding the historic 1888 ornate brick building, which includes many original features both on the façade and within, including intricately carved wood shelving and trim, decorative terra cotta embellishments, turrets, a slate roof, and original marble and iron fireplaces.

The result is a gem within our downtown, a welcoming and fully accessible library and public space, and a home for us to grow how we enrich our community through library services. The project was completed on-time and on-budget.

If you have any questions, please do not hesitate to contact me at 207-475-1329 or at [kamaral@kitteryme.org](mailto:kamaral@kitteryme.org).

Sincerely,

Kendra Amaral  
Town Manager

# The Loring House

Portland, ME

Owner WishRock

Architect The Architectural Team

Contract Value \$5,375,060

Size 99,607 square feet

Completed October 2016

Delivery CM at Risk

## Project Facts

- The Loring House is a converted residential apartment complex for elderly and disabled residents.
- The scope of work also encompassed exterior improvements including masonry repair and re-pointing, window replacement, site and utility work.
- Rolling renovation



CASE STUDY  
Loring House

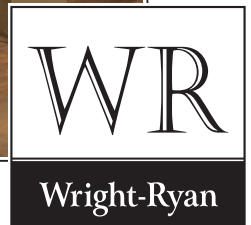
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# WISHROCK

NATIONAL DEVELOPERS OF AFFORDABLE HOUSING

February 16, 2017

John W. Ryan  
President  
Wright-Ryan Construction, Inc.  
10 Danforth St  
Portland, ME 04101

RE: Loring House Apartments, Portland, ME

Dear John:

I am writing to let you know how pleased my colleagues and I are with the work that Wright Ryan Construction recently completed at Loring House Apartments in Portland. After the success of the North School project, we certainly had high hopes, but your team's performance even exceeded our expectations.

We asked Wright Ryan to assume this job on short notice, with an aggressive timeline, and with sensitive historic considerations. Cordelia did an outstanding job of coordinating the pre-construction process in order to meet our closing deadline. I'm sure that she would give much of the credit to Rick, whose timely and accurate estimating was invaluable to the process.

Once in construction, the performance of your project team was stellar. Tom expertly managed the project, keeping the job on time and on budget, all while being responsive to and respectful of all team members. Tim did a fantastic job of managing the details, keeping track of an extremely high volume of project communications. Olin had control of the site and the respect of the subcontractors from day one and was the key to making the rolling renovation strategy such a success.

I want to specifically mention how much I appreciate your team's willingness to complete additional work outside the original contract scope without extending the contract time. It was critical that we complete the job by year-end, but we also wanted to add scope items which would greatly benefit our residents. Wright Ryan made it possible to do both. I also want to commend your team for their sensitive approach to working in an occupied building. The residents sincerely appreciate the minimization of disruption to their homes.

Should you wish to use me as a reference in the future, please don't hesitate to ask. I will gladly give a strong recommendation of the Wright Ryan Construction team.

Sincerely,



Penn Lindsay  
Developer



## Experience

### Wright-Ryan Construction, Inc., Senior Project Manager

Tom started with Wright-Ryan in 2003 as a Project Engineer and successfully worked his way to Assistant Project Manager in 2006. In the Assistant Project Manager capacity, Tom assisted Project Managers and fully managed medium-sized projects himself. In 2016, Tom was promoted to Senior Project Manager.

#### Relevant Project Experience

- **York Town Hall Renovation & Addition, York** - Currently in the final stages of construction, this is a renovation and two-story addition to the historic York Town Hall. The addition will be set back in order to make the historic elements of the original building more prominent. Renovations to the existing building consist of exterior repairs such as repairing wood clapboards and trim, refurbishing windows, replacing storm windows, and repainting and refurbishing the front door. The gutter and downspout system will be replaced as well as a new asphalt shingle roof. Repairs will be made to meet historic design guidelines, including a fire escape and a canopy for an ADA entrance.
- **Topsham Municipal Center & Public Safety Facility, Topsham** - \$8.9 million, 56,000 square foot new construction of Topsham Town Center complex housing the town offices, police station and fire station. Following LEED guidelines was important to the owner, with Wright-Ryan's extensive knowledge of LEED building elements critical to the success of the building. It features a state-of-the-art communications system, snow melt system, and security systems including cameras and card readers.
- **Waynflete Lower School, Portland** - Tom served as the Project Manager on this 33,000 square foot new facility and renovation. Built to Passive House standards, the environmentally friendly building provides Waynflete students with a new library/media center, expanded art studio, and dedicated spaces for research and exploration. The project was built on an occupied campus in an urban area. The renovation portion was completed on a stable that was built more than 100 years ago, and the new section replaced an aging classroom wing built in the 1960's.
- **Portsmouth Naval Shipyard Transducer Building, Kittery** - Wright-Ryan was chosen for a design/build team to construct a world-class building for an extremely sophisticated client. Security was tightly managed and Wright-Ryan needed to follow rigorous rules. Portsmouth Naval Shipyard is the only naval shipyard that makes and tests hydrophones and transducers for the U.S. Navy.
- **Williams Pavilion, Augusta** - Built as a patient dormitory for the Augusta Mental Health Institute Campus, the Williams Pavilion is a finely detailed example of High Victorian architecture. The 3-story brick building, owned by the State of Maine, underwent a significant renovation. The interior crown molding and hardwood floors were restored and glass and aluminum partitions were installed to create a clear distinction between the new and the old. Building systems were replaced and high-tech communication systems were installed. The brick and granite exterior was carefully re-pointed and historically accurate windows were installed.

*“ Tom expertly managed the project, keeping the job on time and on budget, all while being responsive to and respectful of all team members. ”*

*-Penn Lindsay, Sr. Project Developer, Wishrock*

#### PROFESSIONAL DEVELOPMENT

LEED Accreditation Training, Construction Contracts Training, OSHA Safety Training, Subcontractor Management Training

#### EDUCATION

University of Maine Orono, Bachelor of Science in Construction Management; Minor in Business Administration

#### CERTIFICATIONS

- CPR Certified
- Scaffold Training Certified



*“ The performance of your project team was stellar... Olin had control of the site and the respect of the subcontractors from day one and was the key to making the rolling renovation strategy such a success. ”*

- Penn Lindsay, V.P. of Development,  
The Wishcamper Companies

#### CERTIFICATIONS

- OSHA 10-Hour Certified
- OSHA 30-Hour Certified

#### PROFESSIONAL DEVELOPMENT

- Hilti Trained

#### EQUIPMENT TRAINING

- Skylift Operator
- Boom Equipment Operator

## Experience

### Wright-Ryan Construction, Inc., Superintendent

During his tenure with Wright-Ryan, Olin has leveraged his specialized experience with detail-oriented, complex renovations and new construction to become a go-to Superintendent for high-end projects. He has not only managed critical scopes of work, but has also stayed on in a warranty and maintenance role long after projects are complete. He understands what is important to owners long after they assume occupancy of a building.

- **The Rice Public Library, Kittery** - Renovation and addition to the Rice Public Library originally built in 1888. The renovation and expansion offers full accessibility, enhanced technology, better cost efficiency, and allows for more flexible space. Features include multiple meeting spaces and multi-purpose spaces, a teen room, fully ADA accessible to public areas, STEAM/maker space, up to date technology, and enhanced outdoor garden spaces.
- **York Town Hall Renovation & Addition, York** - Currently in the final stages of construction, this is a renovation and two-story addition to the historic York Town Hall. The addition will be set back in order to make the historic elements of the original building more prominent. Renovations to the existing building consist of exterior repairs such as repairing wood clapboards and trim, refurbishing windows, replacing storm windows, and repainting and refurbishing the front door. The gutter and downspout system will be replaced as well as a new asphalt shingle roof. Repairs will be made to meet historic design guidelines, including a fire escape and a canopy for an ADA entrance.
- **The Press Hotel, Portland** - Olin came in at the punch-list stage and oversaw the project closeout - transforming the 83,508 sq. ft. former Congress Street headquarters of the Portland Press Herald newspaper into a 110-room boutique hotel. Features include an upscale restaurant and a luxury health & fitness center. This \$11.5M project was built according to LEED an Historic Preservation standards.
- **The Francis, Portland** - Complex \$2.4 million, 12,500 square foot renovation to convert the historic Mellen E. Bolster house on Portland's West End into a 15-suite boutique hotel. The original 1881 building now features a 50-seat restaurant, a cocktail lounge, and a spa. An elevator shaft was relocated to an addition on the rear facade of the building to provide all floors with an improved level of accessibility. The Francis required unique attention to the high-end finishes as well as the important preservation of historic interior details.
- **Inn by the Sea 600 Building, Cape Elizabeth** - Olin served as the Superintendent on this gut renovation after the Inn experienced a fire in one of their buildings. After serving as Superintendent on a previous job adjacent to the structure, Olin was asked to lead this project and mimic the recent work done to the Inn's Cove Suites. Olin and the project team executed the accelerated schedule and completed the work on time.

### Completed with another builder

- **MaineGeneral Medical Center, Augusta** - With Olin's help serving as a member of the team, the project finished a full ten months ahead of schedule. This \$224 million new facility combined two separate hospital campuses that were 20 miles apart into a single location.

OLIN WILLIAMS  
Superintendent

WR

Wright-Ryan

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Solterra, Portland

## Quality Control Program

### Type of Program and Implementation

Wright-Ryan's rigid quality standards, in place since our incorporation in 1984, are designed to ensure that all requirements of the contract documents are met or exceeded.

### Administrative Controls = Quality Control

Wright-Ryan is committed to a quality control process ensuring our work meets all requirements of the contract documents and provides the owner the maximum value for their investment. Your project will be executed with continuous attention to detail and quality.

We strive for prevention because it ultimately creates a better product and saves money for all concerned. We believe quality control is a process which must be used throughout the design, preconstruction, submittal, construction, close out, and warranty phases of each project.

### Design/Preconstruction Phase

The biggest influence on quality control is possible during design development and preconstruction.

- Actively involved with architects, engineers and team to make appropriate product selections, creating long lasting functional details.
- Review building envelope and building components to head off potentially severe constructability issues.
- Assess practicality of scheduling trades people to allow ample time for each trade to perform at a high level of quality.
- Develop prequalified list of subs with similar experience, available resources & capacity.
- Internal preconstruction to review the estimate, plans, schedule and critical aspects of the project as it moves from the preconstruction to construction phase. This meeting is extremely beneficial because the planning creates a smoother construction process which creates a higher quality building.

### Submittal Phase

- Create submittal schedule directly tied to project schedule to manage from inception until on-site delivery.
- Help ensure products being installed meet design requirements.
- Review details of sub systems to ensure no issues are present before on-site product delivery.

# BERKLEY INSURANCE COMPANY

May 15, 2025

Ms. Dawn Moreau, Executive Assistant  
South Berwick Town Hall  
180 Main Street  
South Berwick, ME 03908

RE: Wright-Ryan Construction, Inc.  
10 Danforth Street  
Portland, ME 04101

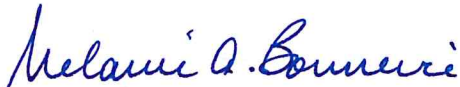
PROJECT: South Berwick Town Hall

Dear Ms. Moreau:

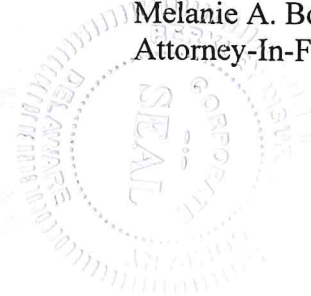
This letter will serve to confirm that Wright-Ryan Construction, Inc. is a highly regarded and valued customer of Berkley Insurance Company. During this relationship, the surety currently provides a program supporting single projects of \$110,000,000 with an aggregate program of \$200,000,000. We are prepared to support Wright-Ryan Construction, Inc. and hope you will give them favorable consideration for your project.

Naturally, as is customary with the surety industry, all final bond approvals will be contingent upon a favorable underwriting review, project specifics including contract terms, contract conditions, bond forms, and other underwriting detail. If you need any additional assurance regarding the bonding capacity of Wright-Ryan Construction, Inc., please do not hesitate to contact me.

Best Regards,



Melanie A. Bonnevie,  
Attorney-In-Fact



Local Address: 46 Wrights Landing Road, P. O. Box 1090, Auburn, ME 04211 - 1090





*Progress Photos: Construction of University of Southern Maine Wishcamper Center, Portland, ME*

## Safety Program

**Month and year first implemented:** July 1995

**Method of review of program:** Corporate Safety & Quality Control Officer is in charge of program and General Superintendent visits all sites at least weekly. Regular group meetings to review safety with Superintendents and Labor Foremen.

**Regular work site safety meetings:** Weekly meetings and daily safety audits are conducted by the Superintendent at each jobsite.

### Core Values: Safe Working Conditions - Always

Wright-Ryan's clients benefit from our low Experience Modification Rating (EMR), which is representative of an effective safety program that eliminates hazards and prevents injuries. We have lowered our EMR over multiple consecutive years. An EMR of 1.0 is considered the industry average, and 0.60 is the lowest EMR that a construction company of our size can achieve. Wright-Ryan has consistently maintained an EMR well below 1.0 for over 10 years.

**2024 EMR: 0.61\***

\*Effective starting 6/1/25

**The program includes the following components:**

- Safety & Quality Control Officer
- Employment Orientation - General
- Employee Training - General & Project Specific
- Job Hazard Analysis - Project Specific
- Safety Audits & Measurement - Project Specific
- Daily and Weekly Project Meetings - Project Specific
- Compliance



## WORKERS COMPENSATION EXPERIENCE RATING

Risk Name: WRIGHT-RYAN CONSTRUCTION INC

Risk ID: 913283260

Rating Effective Date: 06/01/2025

Production Date: 02/12/2025

State: INTERSTATE

State	Wt	Exp Excess Losses	Expected Losses	Exp Prim Losses	Act Exc Losses	Ballast	Act Inc Losses	Act Prim Losses	Split Point
ME	.25	107,958	156,827	48,869	0	22,540	19,194	19,194	12,500
MA	.09	0	0	0	0	50,000	0	0	7,500
NH	.18	19	28	9	0	40,480	0	0	22,500
(A) (B) (C)	Exp Excess Losses (D - E)	(D) Expected Losses	(E) Exp Prim Losses	(F) Act Exc Losses (H - I)	(G) Ballast	(H) Act Inc Losses	(I) Act Prim Losses		
.25		110,871	161,041	50,170	0	22,543	5,584	5,584	

	Primary Losses	Stabilizing Value	Ratable Excess	Totals	
Actual	(I) 5,584	$C * (1 - A) + G$ 105,696	$(A) * (F)$ 0	(J) 111,280	
Expected	(E) 50,170	$C * (1 - A) + G$ 105,696	$(A) * (C)$ 27,718	(K) 183,584	
	ARAP	FLARAP	SARAP	MAARAP	Exp Mod
Factors				1.00	(J) / (K) .61

**REVISED RATING**  
 NCCI'S EXPERIENCE RATING WORKSHEET SUMMARY PAGE NOW INCLUDES A COLUMN FOR THE STATE'S APPROVED PRIMARY/EXCESS LOSS SPLIT POINT, APPLICABLE TO THE RATING EFFECTIVE DATE.  
 NOTICE - THIS EXPERIENCE MODIFICATION IS CALCULATED TO REFLECT THE WEIGHTED FORMULA IN COMPLIANCE WITH MAINE LAW H.P. 1397.  
 RATING REFLECTS A DECREASE OF 70% MEDICAL ONLY PRIMARY AND EXCESS LOSS DOLLARS WHERE ERA IS APPLIED.  
 ONE OR MORE CLAIM AMOUNTS HAVE BEEN REDUCED DUE TO EMPLOYER REIMBURSEMENTS AS PART OF A NET DEDUCTIBLE, EMPLOYER-PAID MEDICAL OR COMPENSATION REIMBURSEMENT PROGRAM IN THE FOLLOWING JURISDICTIONS: ME  
 RATING REVISED TO REFLECT APPROVED RATING VALUES

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# WORKERS COMPENSATION EXPERIENCE RATING

Risk Name: WRIGHT-RYAN CONSTRUCTION INC

Risk ID: 913283260

Rating Effective Date: 06/01/2025

Production Date: 02/12/2025

State: INTERSTATE

18-MAINE

Firm ID: Firm Name: WRIGHT-RYAN CONSTRUCTION INC

Carrier: 11053 Policy No. WCA52000063140 Eff Date: 05/01/2021 Exp Date: 05/01/2022

Code	ELR	D-Ratio	Payroll	Expected Losses	Exp Prim Losses	Claim Data	IJ	OF	Act Inc Losses	Act Prim Losses
0930	WAIVER OF SUBROGAT			0	0	NO. 5	06	*	2,444	2,444
2883	.91	.39	66,497	605	236	000000163447	06	F	3,331	3,331
5213	1.19	.30	149,449	1,778	533					
5215	1.08	.35	56,993	616	216					
5403	1.30	.32	961,823	12,504	4,001					
5606	.18	.30	1,189,292	2,141	642					
5645	1.78	.30	1,197,936	21,323	6,397					
8742	.07	.35	2,839,308	1,988	696					
8810	.05	.39	2,192,772	1,096	427					
9664	DEDUCTIBLE REPORTI			0	0					
9807	EMPLOYERS LIABILITY			0	0					
<b>Policy Total:</b>			<b>8,654,070</b>	<b>Subject Premium:</b>	<b>189,125</b>	<b>Total Act Inc Losses:</b>		<b>5,775</b>		

18-MAINE

Firm ID: Firm Name: WRIGHT-RYAN CONSTRUCTION INC

Carrier: 11053 Policy No. WCA52000063141 Eff Date: 05/01/2022 Exp Date: 05/01/2023

Code	ELR	D-Ratio	Payroll	Expected Losses	Exp Prim Losses	Claim Data	IJ	OF	Act Inc Losses	Act Prim Losses
0930	WAIVER OF SUBROGAT			0	0	NO. 7	06	*	1,088	1,088
2883	.91	.39	71,370	649	253	000000254967	06	F	11,020	11,020
5213	1.19	.30	319,020	3,796	1,139					
5215	1.08	.35	6,564	71	25					
5403	1.30	.32	905,213	11,768	3,766					
5606	.18	.30	1,379,462	2,483	745					
5645	1.78	.30	1,458,353	25,959	7,788					
8720	.29	.32	3,103,911	9,001	2,880					
8810	.05	.39	2,635,894	1,318	514					
9664	DEDUCTIBLE REPORTI			0	0					
9807	EMPLOYERS LIABILITY			0	0					
<b>Policy Total:</b>			<b>9,879,787</b>	<b>Subject Premium:</b>	<b>187,958</b>	<b>Total Act Inc Losses:</b>		<b>12,108</b>		

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\* Total by Policy Year of all cases \$2,000 or less.

D Disease Loss

X Ex-Medical Coverage

U USL&HW

C Catastrophic Loss

E Employers Liability Loss

# Limited Loss



# WORKERS COMPENSATION EXPERIENCE RATING

Risk Name: WRIGHT-RYAN CONSTRUCTION INC

Risk ID: 913283260

Rating Effective Date: 06/01/2025

Production Date: 02/12/2025

State: INTERSTATE

18-MAINE

Firm ID:

Firm Name: WRIGHT-RYAN CONSTRUCTION INC

Carrier: 11053

Policy No. WCA52000063141

Eff Date: 05/01/2023

Exp Date: 06/01/2023

Code	ELR	D-Ratio	Payroll	Expected Losses	Exp Prim Losses	Claim Data	IJ	OF	Act Inc Losses	Act Prim Losses
0930	WAIVER OF SUBROGAT			0	0					
2883	.91	.39	6,038	55	21					
5213	1.19	.30	26,989	321	96					
5215	1.08	.35	555	6	2					
5403	1.30	.32	76,580	996	319					
5606	.18	.30	116,701	210	63					
5645	1.78	.30	123,375	2,196	659					
8720	.29	.32	262,587	762	244					
8810	.05	.39	222,993	111	43					
9664	DEDUCTIBLE REPORTI			0	0					
9807	EMPLOYERS LIABILITY			0	0					
<b>Policy Total:</b>			<b>835,818</b>	<b>Subject Premium:</b>	<b>15,901</b>	<b>Total Act Inc Losses:</b>		<b>0</b>		

18-MAINE

Firm ID:

Firm Name: WRIGHT-RYAN CONSTRUCTION INC

Carrier: 11053

Policy No. WCA52000063142

Eff Date: 06/01/2023

Exp Date: 06/01/2024

Code	ELR	D-Ratio	Payroll	Expected Losses	Exp Prim Losses	Claim Data	IJ	OF	Act Inc Losses	Act Prim Losses
0930	WAIVER OF SUBROGAT			0	0	NO. 4	06	*	1,311	1,311
2883	.91	.39	71,540	651	254					
5213	1.19	.30	227,101	2,703	811					
5215	1.08	.35	32,689	353	124					
5403	1.30	.32	921,782	11,983	3,835					
5606	.18	.30	1,516,120	2,729	819					
5645	1.78	.30	1,437,135	25,581	7,674					
8720	.29	.32	3,309,818	9,598	3,071					
8810	.05	.39	2,951,395	1,476	576					
9664	DEDUCTIBLE REPORTI			0	0					
9807	EMPLOYERS LIABILITY			0	0					
<b>Policy Total:</b>			<b>10,467,580</b>	<b>Subject Premium:</b>	<b>164,612</b>	<b>Total Act Inc Losses:</b>		<b>1,311</b>		

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C Catastrophic Loss

E Employers Liability Loss

# Limited Loss



# WORKERS COMPENSATION EXPERIENCE RATING

Risk Name: WRIGHT-RYAN CONSTRUCTION INC

Risk ID: 913283260

Rating Effective Date: 06/01/2025

Production Date: 02/12/2025

State: INTERSTATE

20-MASSACHUSETTS Firm ID: Firm Name: WRIGHT-RYAN CONSTRUCTION INC

Carrier: 11053 Policy No. WCA52000063140 Eff Date: 05/01/2021 Exp Date: 05/01/2022

Code	ELR	D-Ratio	Payroll	Expected Losses	Exp Prim Losses	Claim Data	IJ	OF	Act Inc Losses	Act Prim Losses
1111	NO EXPOSURE DEVELO			0	0					
9037	RATE DEVIATION PRE			0	0					
<b>Policy Total:</b>				<b>Subject Premium:</b>	<b>0</b>	<b>Total Act Inc Losses:</b>			<b>0</b>	

20-MASSACHUSETTS Firm ID: Firm Name: WRIGHT-RYAN CONSTRUCTION INC

Carrier: 11053 Policy No. WCA52000063142 Eff Date: 06/01/2023 Exp Date: 06/01/2024

Code	ELR	D-Ratio	Payroll	Expected Losses	Exp Prim Losses	Claim Data	IJ	OF	Act Inc Losses	Act Prim Losses
1111	NO EXPOSURE DEVELO			0	0					
9037	RATE DEVIATION PRE			0	0					
<b>Policy Total:</b>				<b>Subject Premium:</b>	<b>0</b>	<b>Total Act Inc Losses:</b>			<b>0</b>	

28-NEW HAMPSHIRE Firm ID: Firm Name: WRIGHT-RYAN CONSTRUCTION INC

Carrier: 11053 Policy No. WCA52000063140 Eff Date: 05/01/2021 Exp Date: 05/01/2022

Code	ELR	D-Ratio	Payroll	Expected Losses	Exp Prim Losses	Claim Data	IJ	OF	Act Inc Losses	Act Prim Losses
5606	.31	.33	8,926	28	9					
9807	EMPLOYERS LIABILIT			0	0					
<b>Policy Total:</b>				<b>Subject Premium:</b>	<b>70</b>	<b>Total Act Inc Losses:</b>			<b>0</b>	

28-NEW HAMPSHIRE Firm ID: Firm Name: WRIGHT-RYAN CONSTRUCTION INC

Carrier: 11053 Policy No. WCA52000063141 Eff Date: 05/01/2022 Exp Date: 05/01/2023

Code	ELR	D-Ratio	Payroll	Expected Losses	Exp Prim Losses	Claim Data	IJ	OF	Act Inc Losses	Act Prim Losses
1111	NO EXPOSURE DEVELO			0	0					
<b>Policy Total:</b>				<b>Subject Premium:</b>	<b>0</b>	<b>Total Act Inc Losses:</b>			<b>0</b>	

28-NEW HAMPSHIRE Firm ID: Firm Name: WRIGHT-RYAN CONSTRUCTION INC

Carrier: 11053 Policy No. WCA52000063142 Eff Date: 06/01/2023 Exp Date: 06/01/2024

Code	ELR	D-Ratio	Payroll	Expected Losses	Exp Prim Losses	Claim Data	IJ	OF	Act Inc Losses	Act Prim Losses
1111	NO EXPOSURE DEVELO			0	0					
<b>Policy Total:</b>				<b>Subject Premium:</b>	<b>0</b>	<b>Total Act Inc Losses:</b>			<b>0</b>	

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