

**Town of Ledyard
Up-Down Sawmill
Historic Property Structural Assessment and Condition Assessment
REQUEST FOR PROPOSAL
#2022-14**

The Town of Ledyard is seeking proposals for an assessment and prioritization of renovations to ensure the continued operation of this historic property. The project is funded by grant funds from the National Park Service, as administered by the State of Connecticut, acting through the State Historic Preservation Office (SHPO) within the Department of Economic and Community Development (DECD). Work must be done in accordance with SHPO standards and meet the Secretary of the Interior's Standards for the Treatment of Historic Properties and be prepared by a consultant team that meets the federal qualifications standards under 36 CFR Part 61 for Historical Architect or Engineer as applicable.

There will be a mandatory pre-bid meeting during the week of June 6-10, 2022, at a time to be determined at the Sawmill property located at 172 Iron Street, Ledyard, CT 06339. The meeting will include a walkthrough of the Sawmill property and provide an opportunity to visually inspect the proposed renovations described within this document. That last update related to this request for proposal will be distributed no later than one week prior to the submission due date.

Sealed proposals must be submitted by 2:00PM on June 23, 2022. The Ledyard Historic District Commission reserves the right to award in part, to reject any and all proposals in whole or in part, or waive technical defects, irregularities, and omissions if, in its judgment, the best interest of the Town of Ledyard will be served.

All questions pertaining to this Invitation to Bid must be submitted in writing to William Barnes no later than June 16, 2022.

William Barnes
1 Spruce Street
Ledyard, CT 06339
(860) 867-7102
willliambarnes@comcast.net

Affirmative Action – Equal Opportunity Employer. Women and Minorities are encouraged to submit a proposal. This project received funding from the Department of Economic and Community Development with funds received from the National Park Service.

Selection Criteria

The selection for award will be based on the lowest priced, technically acceptable proposal, which will evaluate the completeness of the submission and qualifications of the bidder. Bidder qualifications will be evaluated based on the candidate's previous work experience, description of the assessment approach, references, quality of samples (previous work products), previous mill-related experience, and the ability to competently complete the work within the allotted budget and time. The proposer must be approved by the Department of Economic and Community Development prior to award.

The Department and the Ledyard Historic District Commission expect to complete the selection process and award a contract on or about June 30, 2022.

Description of Project

The purpose of the project is to complete a structural survey and condition assessment of the Ledyard Up-Down Sawmill to identify and prioritize future renovation activities, thereby ensuring the continued operations of this historic property. The project requires a qualified Historical Architect. The selected firm must coordinate all inspection activities with the project manager, William Barnes.

Scope of Work

The consultant will perform a detailed assessment of the Ledyard Up-Down Sawmill, to include but not limited to the building structure, site drainage, and sawmill components. The final report must identify, describe, prioritize, and provide rough order of magnitude cost estimates to complete identified repairs in a historically consistent manner.

In no specific order, the following is a list of known renovation needs:

1. Foundation, Frame, and Siding

Issue 1 – The northeast corner of the mill building has settled

Due in part to a rotting structural support there is a 4 to 5 inch drop in about 15 feet. The drop is readily apparent by visual inspection both on the inside of the building and looking at the north side sill from the outside. Because of the drop in the floor level, the back end of the log carriage for the sash sawmill is supported insufficiently since is cantilevered above its support in the floor. An evaluation of this condition is sought with recommendation for remediation.

Issue 2 – The beams that support the cast iron shingle-sawing machine (weight ~2,500 lbs.) can be seen to be sagging in the middle by nearly an inch. Is the machine supported adequately?

Issue 3 – There is some rot in the east side sill that can be seen from inside the building. Does the damage warrant repair or replacement?

Issue 4 – A loft was added to the main floor by mill volunteers in the early 2000s. Are the timbers and joinery used in the loft construction sufficient to support the load of the stored lumber?

Issue 5 – The wood siding, which dates to the early 1970s restoration and some 1980s repairs, is visibly deteriorating in a number of places. Should the siding be replaced soon?

Issue 6 – There is concern regarding the integrity of the building framing and sills. A review of the entire building structure is required to identify additional areas of concern.

2. Site Drainage

Issue 1 – Land contours are directing rain run-off down the building foundation. Minor grading repairs were completed in Fall 2021 to limit further damage to the foundation. Are these repairs sufficient or are further efforts required?

3. Stone-lined Tail Race

Issue 1 – There are several places in the stone-lined tail race where the sides are bulging. Need an assessment of the condition of the race to determine whether it is stable if not recommendations for remediation.



Figure 1 - Stone-lined Tail Race

4. Penstock and Water Tank

Issue 1 – The current steel penstock leaks and we are seeking to replace it. We would like to have period-appropriate design for a wood penstock and water tank. The current steel penstock and water tank were installed around 2000.

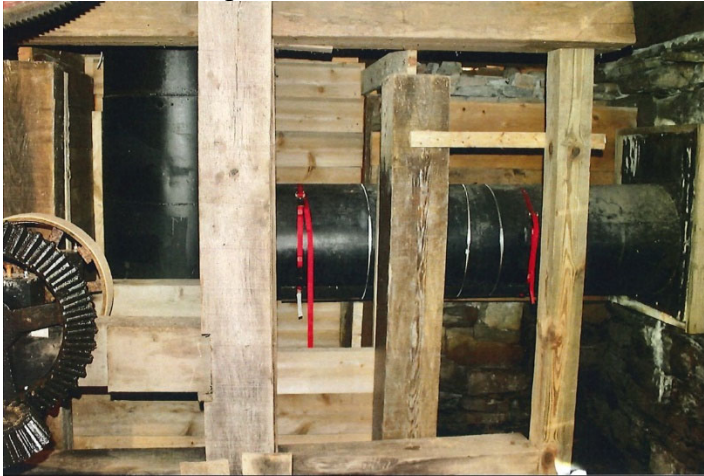


Figure 2 - Steel penstock and vertical steel water tank (temporary patch secured with bands)

5. Fire Alarm and/or Sprinkler System

Issue 1 – The sawmill lacks either a fire alarm or sprinkler system. We are seeking recommendations regarding whether to install a fire alarm, sprinkler system, or both.

6. Handicap Access

Issue 1 – The sawmill currently lacks handicap accessibility features. Describe applicable changes to permit greater access for visitors.

Recommendations included in the proposal must be consistent with the Secretary of the Interior's Standards for the Treatment of Historic Properties, consider the potential impact of recommended treatments, and avoid significantly altering the property's historic character and context.

The conditions assessment will be prepared by a 36 CFR Part 61 Qualified Architect.

The project will be done in accordance with the Secretary of the Interior Standards for the treatment of historic properties and the procedures of the Department of Economic and Community Development (DECD), State Historic Preservation Office (SHPO). Methodology will follow guidelines of the Connecticut State Historic Preservation Office.

Deliverables

The Ledyard Historic District Commission requires 3 copies of a final report that provides a concept design for future Up-Down Sawmill renovations. This concept design must identify, describe, prioritize, and provide rough order of magnitude cost estimates to complete each identified repair in a historically consistent manner. The final report must also include photos of each proposed renovation along with relevant engineering diagrams.

The State Historic Preservation will receive one electronic copy of the report. The printed product must also acknowledge oversight by the State Historic Preservation Office.

Project Timetable

The project shall begin on or about July 18, 2022 and is to be completed no later than September 30, 2022.

June 6-10, 2022	Pre-Bid Meeting
June 23, 2022	RFP response deadline
June 30, 2022	Vendor(s) selection
July 18, 2022	Project Start
August 26, 2022	Mandatory Project Status Report
September 30, 2022	Project Completion and Delivery of Final Report

Project Requirements

- The Conditions Assessment Report must meet the Secretary of the Interior's Standards for the Treatment of Historic Properties and be prepared by a 36 CFR Part 61 qualified Historical Architect.
- The National Park Service and SHPO shall have a royalty-free right to republish any published material generated by this grant.

Request for Proposals Conditions

- All proposals in response to this RFP are to be the sole property of the Town or Ledyard. Proposers are encouraged not to include in their proposals any information that is proprietary. All materials associated with this procurement process are subject to the terms of State laws defining freedom of information and privacy and all rules, regulations, and interpretations resulting from those laws.
- Any product, whether acceptable or unacceptable, developed under a contract awarded as a result of the RFP is to be the sole property of the Town of Ledyard.
- Timing and sequence of events resulting from this RFP will ultimately be determined by the Ledyard Historic District Commission.
- The Proposer agrees that the proposal will remain valid for a period of 180 days after the deadline for submission and may be extended beyond that time by mutual agreement.

- The Ledyard Historic District Commission may amend or cancel this RFP, prior to the due date and time, if it deems it to be necessary, appropriate or otherwise in the best interest of the Up-Down Sawmill. Failure to acknowledge receipt of amendments, in accordance with the instructions contained in the amendments, may result in a proposal not being considered.

The Proposer must certify that the personnel identified in its response to the RFP will be the persons actually assigned to the project. Any additions, deletions, or changes in personnel assigned to the project must be approved by the Ledyard Historic District Commission in advance of their exclusion or inclusion, except for personnel who have terminated employment. Replacements for personnel who have terminated employment are subject to approval by the Ledyard Historic District Commission and the DECD. At its discretion, The Ledyard Historic District Commission may require removal and replacement of any of the Proposer's personnel who do not perform adequately on the project in the sole opinion of the Ledyard Historic District Commission, regardless of whether they were previously approved.

- Any costs and expenses incurred by Proposers in preparing or submitting proposals are the sole responsibility of the Proposer.
- A Proposer must be prepared to present evidence of experience, ability, service facilities, and financial condition necessary to satisfactorily meet the requirements set forth or implied in the proposal.
- No additions or changes to the original proposal will be allowed after submission. While changes are not permitted, clarification of proposals may be required by the Ledyard Historic District Commission at the Proposer's sole cost and expense.
- In some cases, Proposers may be asked to give demonstrations, interviews, presentations, or further explanation to the RFPs Screening Committee.
- The Proposer represents and warrants that the proposal is not made in connection with any other Proposer and is in all respects fair and without collusion or fraud. The Proposer further represents and warrants that the Proposer did not participate in any part of the RFP development process, had no knowledge of the specific contents of the RFP prior to its issuance, and that no agent, representative, or employee of the Town of Ledyard participated directly in the Proposer's proposal presentation.
- The Proposer agrees to enter into a contract of mutually agreed upon terms with the Department of Economic and Community Development.
- The contract will represent the entire agreement between the Proposer and the Ledyard Historic District Commission and will supersede all prior negotiations, representations, or agreements, alleged or made, between the parties. The Ledyard Historic District Commission shall assume no liability for payment of services under the terms of the contract until the successful Proposer is notified that the contract has been accepted and approved by the Ledyard Historic District Commission. The contract may be amended only by means of a written instrument signed by the Ledyard Historic District Commission and the Proposer.

- Rights Reserved to the Ledyard Historic District Commission. The Ledyard Historic District Commission reserves the right to award, in part, to reject any and all proposals in whole or in part for misrepresentation or if the Proposer is in default of any Ledyard Historic District Commission contract, or if the proposal limits or modifies any of the terms and conditions and/or specifications of the RFP. The Ledyard Historic District Commission also reserves the right to waive technical defect, irregularities, and omissions if, in its judgment, the best interest of Ledyard Up-Down Sawmill will be served.
- The Ledyard Historic District Commission reserves the right to correct inaccurate awards resulting from clerical errors. This may include, in extreme circumstances, revoking the awarding of a contract already made to a Proposer and subsequently awarding the contract to another Proposer. Such action on the part of the Ledyard Historic District Commission shall not constitute a breach of contract on the part of the Ledyard Historic District Commission since the contract with the initial Proposer is deemed to be void *ab initio* and of no effect as if no contract ever existed between the Ledyard Historic District Commission and the Proposer.

Proposal Requirements

Proposal must contain the following items:

- A description of the technical approach for assessing the issues presented in the RFP along with those identified during the inspection of the property.
- Resume(s) for all employees involved in conducting the assessment and developing the final report.
- References – Include three letters of reference from recent clients. Provide the name, title, company address, phone number, and email address for each reference.
- Example of previous condition assessment, preferably related to an operating mill property.
- Written affirmation that the Proposer has read and accepts the RFP's conditions

All responses to the RFP must conform to the instructions. **Proposals must be submitted in a sealed envelope marked: "RFP Response - Ledyard Up-Down Sawmill" and must be received by 2:00 PM on June 23, 2022.**

Address Proposals To:

Mayor Fred Allyn
741 Colonel Ledyard Highway
Ledyard, CT 06339-1511