

Friends of Vernon Center

P. O. Box 241, Vernon, Vermont 05354

REQUEST FOR PROPOSALS

The Friends of Vernon Center, Inc. (FVC), a 501(c)3 non-profit organization, seeks proposals from qualified contractors for roofing, window and entryway restoration, and painting of the historic portion of the Governor Hunt House (GHH) located at 322 Governor Hunt Road in Vernon, Vermont.

The historic portion of the complex, to which this RFP applies, includes the original 1779 Governor Hunt House and the historic ell structure that attaches it to the rear conference wing. It does not apply to the conference wing.

GENERAL PROVISIONS

National Park Service standards apply. This project is partially funded through the National Park Service - Paul Bruhn Historic Revitalization Subgrant Program in partnership with the Preservation Trust of Vermont. All work must be done in accordance with the Secretary of the Interior's Standards for Rehabilitation and must adhere to the following guidelines.

<https://www.nps.gov/tps/standards/rehabilitation.htm>

- Roof replacement should follow Preservation Brief 4: Roofing for Historic Buildings. This includes selecting roofing materials that match the historic (if existing) roofing materials, or selecting high-quality in-kind materials for a non-historic roof, such as asphalt shingles. <https://www.nps.gov/tps/how-to-preserve/briefs/4-roofing.htm>
- Window repairs should follow Preservation Brief 9: The Repair of Historic Wooden Windows. This includes following appropriate stabilization and parts replacement techniques. <https://www.nps.gov/tps/how-to-preserve/briefs/9-wooden-windows.htm>
- Exterior painting should follow Preservation Brief 10: Exterior Paint Problems on Historic Woodwork. This includes following appropriate paint removal techniques and selecting compatible paint for the wood substrate and climate. <https://www.nps.gov/tps/how-to-preserve/briefs/10-paint-problems.htm>

Contract time frame: FVC wishes for all work described in this RFP to be completed before December 31, 2022. However, as circumstances may warrant, an extension for certain portions of the work may be negotiated with the successful bidder.

A site visit including an interior walkthrough is required for all bidders, and can be scheduled by contacting Martin Langeveld, President (802-380-0226, newsafternewspapers@gmail.com). In the interest of time, visits by multiple contractors may be combined into a single session. The purpose of the interior walkthrough is for contractors to view the condition of relevant interior areas such as the attic in relation to the roof bid, interior portions of the windows and entryway, and interior sill conditions. There will be no bidders' conference.

Communications related to RFP: All questions by potential bidders should be directed via email to: Martin Langeveld via email at newsafternewspapers@gmail.com. No inquiries by telephone, text, postal mail or other means will be accepted. All inquiries must be sent during the Question-and-Answer Period, which begins as of the issuance date of this RFP and expires on March 11, 2022 at 5 p.m. After the close of the Question-and-Answer Period, all questions received will be posted, with responses by FVC, as an addendum to this RFP, on this page of the organization's website: <https://www.governorhunt.org/2022rfp>. FVC will make every effort to be prompt in its posting of the questions and answers, contingent upon the complexity of the questions and other factors.

SCOPE OF WORK

(1) Roof replacement, historic house section:

- Removal of all existing roof coverage materials
- Refastening of all subsheathing as needed
- Installation of 5/8" CDX fir plywood
- Installation of three feet of ice and water shield
- Installation of a moisture barrier over the remainder of the roof
- Installation of metal flashing around the chimney
- Removal and replacement of rotten fascia and other roof trim boards, and painting of same.
- Installation of new 30-year architectural shingles and ridge cap, color to be determined
- Inspection of the projecting portion of the brick chimney for any defects, including ascertainment that the chimney is sealed
- Disposal of all refuse materials

(2) Restoration of entryway, windows, glazing, and building rot, historic house section

- Entryway (front door area):
 - Removal and replacement of all damaged and/or rotten materials
 - Sill repair as needed
 - Restoration of lower portions of the columns in historically appropriate style, including small raised panels and proper trim detail.

- Repair and weather sealing of existing double entry door
- Repair transom window glazing and mullions as needed
- Window repair and glazing
 - For all cracked or broken existing panes, remove existing glaze and replace
 - Remove all broken and dried putty and replace where needed
 - Repair or replace any broken mullions or window sash
- Overall building rot repair
 - Repair or replace rotten fascia and other roof trim boards
 - Repair or replace all rotten or damaged window sills and trim as needed
 - Inspect, repair and replace as needed all lower siding boards, repair any damaged sills, install new skirt board (cedar) and drip cap
 - Repair or replacement of any other rotten or damaged exterior trim or siding
- No repairs or replacements may alter the appearance of any building components, except as described in the Entryway section above.

(3) Exterior painting, historic house section

- Scraping as needed of all windows, trim boards, entryway columns and other exterior trim.
- Caulking in all appropriate places
- Bleach washing
- Application of one coat of oil-based primer and two coats of high-grade exterior paint, to include all trim details, doors and windows.

(4) Optional additional work in this ell section of the building complex: Attached to the eastern side of the historic house is an “ell” extension which is historic. Should funding permit, FVC wishes to carry out roofing, wood and glazing repairs, and painting in the ell section, with the same details as described under (1), (2) and (3) above, and under the same general conditions including adherence to National Park Service standards. For the purposes of this RFP, the historic portion of the ell extends to the point where its roof and walls meet those of the conference wing. The delineation will be pointed out by FVC during the required site visits.

The bidding contractor will be responsible for the coordination of all work under this project.

Information Required in Proposals

Proposals shall include the following information:

- A detailed description of the work to be performed, including methods that adhere to the NPS standards listed above
- Specifications of all materials to be used, based on the project details listed above and the NPS standards
- Costs, including any subcontractor costs, broken out as follows:
 - Costs related to the historic house section:

- Roofing: \$_____
- Restoration of entryway, windows, glazing, and building rot: \$_____
- Painting: \$_____
- o Costs related to the historic ell:
 - Roofing: \$_____
 - Restoration of entryway, windows, glazing, and building rot: \$_____
 - Painting: \$_____

(Note: FVC intends to select a single contractor to carry out all work and to manage any subcontractors. FVC plans to carry out all three components of work on the historic house, but may opt to carry out any, all, or none of the components of work on the historic ell.)

- The names of all primary subcontractors (roofers, painters, carpenters) and the amounts to be paid to them.
- Rates for any additional work that becomes necessary during the course of the project.
- Information about the contractor's general liability insurance, to include proof of insurance for general contractor and all sub-contractors.
- A Vermont Certificate of Good Standing from the Office of the Secretary of State
- Schedule for the work in 2022.

SUBMITTING BIDS:

Bids should be submitted via email to newsafternewspapers@gmail.com, No later than March 18, 2022 at 5 p.m. If you wish to send, in addition to the emailed proposal, a hard copy or any supplementary materials, they should be mailed to Friends of Vernon Center, Inc., P. O. Box 241, Vernon, VT 05354, for arrival no later than March 18, 2022.

FVC will endeavor to select a contractor by approximately April 1, 2022.