

Town of Exeter, New Hampshire

Request for Proposals (RFP)

The Town of Exeter is seeking proposals for the development of a Current Conditions Assessment, for the Historic Chase Wiggin/Raynes Barn.

Proposal should be mailed in an envelope plainly marked “Proposal for Current Conditions Assessment of Raynes Barn”, and addressed as follows:

**Town of Exeter
Attn: Kristen Murphy, Natural Resource Planner
10 Front Street
Exeter, NH 03833**

Telephone, facsimile, or e-mail proposals will not be accepted in response to a Request for proposals.

The Town will be accepting proposals until Monday, March 1st, 2021 at 4:00PM.

The Town will hold a site walk on Friday, February 12th, 2021 at 10AM. Those submitting proposals will be required to attend the site walk. The site walk will commence at 61 Newfields Road. We will meet at the gravel lot about 0.16 mi. north of Raynes Barn as shown on the attached map.

The Town reserves the right to reject any or all proposals, or accept any proposal determined to be in the best interest of the Town. The Town may cancel this Request for Proposals at any time for any reason.

Introduction

The Town of Exeter is seeking proposals for the development of a Current Conditions Assessment for Raynes Barn as detailed in Scope of Work and Basis of Fee below. The work will review the 2018 Historic Structures Report (HSR), verify current repair needs, identify and document new issues, provide cost estimates for the correction of those issues.

The product will serve as an addendum to the HSR and follow the protocols defined in The Preparation and Use of Historic Structure Reports, Preservation Brief 43; 4 “The Secretary of the Interior's Standards and Guidelines for Architectural and Engineering”.

Background:

Raynes Barn was purchased by the Town in 2001 and though significant repairs have occurred since that time, to achieve the goals of the Raynes Farm Management Plan, additional repairs are required. The envisioned end use of the property is to create the Conservation Center at Raynes Farm by providing an available space for educating visitors about the natural, agricultural, and historic resources preserved with acquisition of the barn and surrounding land. In 2018, with contractor assistance, we developed an update to the Historic Structures Report (HSR) which provides the foundation for this effort. Since that time, there have been significant changes to cost of materials and further degradation of the property.

The products of this RFP will aid us in implementing the repairs by providing current conditions and cost that the Town can use to apply for future funding to implement a repair contract. While a budget for the final repairs has not been established, the Town is anticipating a repair & renovation contract costing approximately \$200,000, based on the 2018 Historic Structures Report.

See **Attachment A** for a more detailed summary of the history of the Chase Wiggin/Raynes property as well as a summary of the Historic Structures Report.

Scope of Work and Basis of Fee

- The 2018 Historic Structures Report (HSR) and earlier assessments provide the baseline for this scope.
- By way of a barn inspection(s) coordinated with the Town, the consultant shall identify and document by photograph and narrative, all repair/renovation line items listed in the 2018 HSR, important character defining features of each line item, any additional deterioration for each line item and recommend repairs and/or renovation for these items as well as any new areas of need and establish a cost for each item.
- The consultant's recommendation shall identify the appropriate materials and designs to preserve the character defining features and document compliance of specific Secretary of Interior standards for the various line items as appropriate and to meet LCHIP requirements.
- The consultant shall outline areas where further study is recommended, noting where other licensed professionals may be needed and approximate the cost of any additional studies.
- The consultant shall compile the assessment findings and recommendations into a report that can be included as an addendum to the HSR.
- The consultant's proposal shall include the number of site visits and meetings required to accomplish the work. The Town suggests, at a minimum, a ½ day visit to the site and two meetings with the Town.
- contract.

Evaluation Criteria & Submission Requirements

Selection Requirements:

1. The selected firm must be a responsible historic preservation consultant or team of consultants with the necessary breadth of knowledge, experience, and resources to undertake and successfully complete the project. The consultant or consultant team should have professional expertise in completing historic structure reports and related studies.
2. Professional Standards:
 - a. This project should be based on the following standards and recommended approaches: 1. The Secretary of the Interior's Standards for the Treatment of Historic Properties with Guidelines for Preserving, Rehabilitating, Restoring and Reconstructing Historic Buildings with the intent adhere to the Rehabilitation Standards for this structure; 2. The Preparation and Use of Historic Structure Reports, Preservation Brief 43; 4. The Secretary of the Interior's Standards and Guidelines for Architectural and Engineering Documentation.

Project Approach and Schedule:

Please provide a detailed description of the qualifications, proposed methodology, techniques, and procedures to be used in carrying out the components of the Scope of Work. Include a timeline that includes key milestones and specifies the projected completion date. Please note that the Consultant will need to allow enough time and effort in the budget and approach to submit draft documents and/or meeting materials (agendas, handouts, etc.) to Town staff and boards for review and comment at least one week before any presentation to the Conservation Commission.

Submittal Requirements:

1. Include the following: firm name, address, primary contact person, and contact's phone number and email. Please include a statement expressing willingness to negotiate a mutually agreeable start date for the project once funding for the project has been secured. Completion should be within two (2) months of start date. (If proposing a longer schedule, please explain rationale.)
2. Provide a synopsis of the firm's background, history, and services provided (including areas of expertise), and provide a statement indicating the firm's understanding of the project's objectives, scope and requirements.
3. Deliverables: a. One electronic copy of the assessment report to be submitted for review at 60% and 100% completion. b. Two copies of measured drawings, design details, photographs, and narratives.
4. Copyright Release: Firms responding to the RFP shall supply a

copyright release in order for staff to make copies of any copyrighted materials submitted. In addition, the Town will share the completed documents/contracts with others as necessary to complete the repair/renovation project or further the Town of Exeter business and procedures.

Fee for Services:

The work will be performed on a fixed fee basis. The Town will consider the fee(s) in its overall evaluation of the proposals. Please provide a not-to-exceed cost for all services including all fees and expenses.

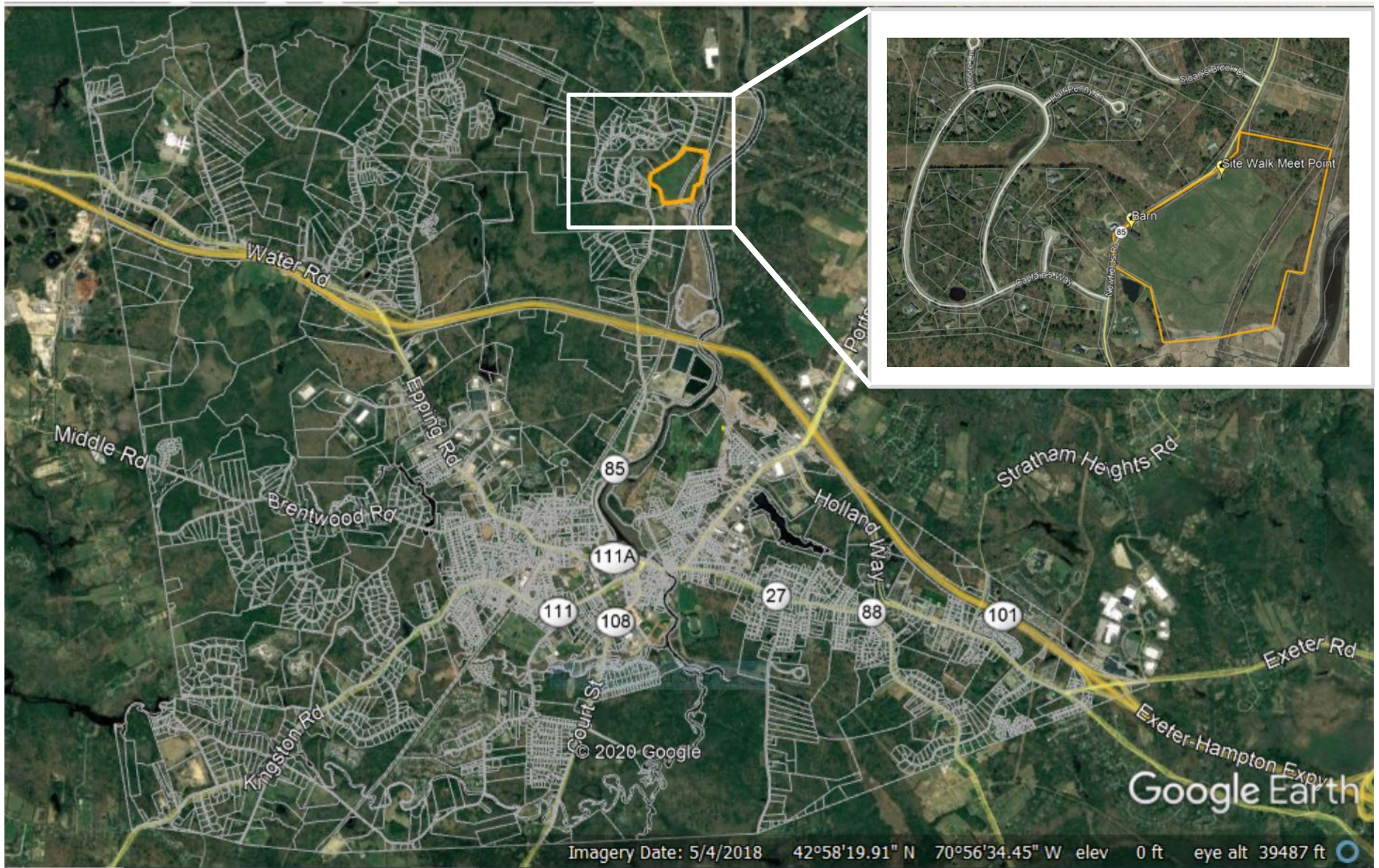
The Town will consider fees in the overall evaluation of proposals but lowest cost is not necessarily the sole final criterion. Submittals will be evaluated and scored based upon the above selection criteria for those firms that have complied with the minimum requirements. The Town solely at its own discretion may or may not choose to invite firms for an interview before making a final selection. The Town retains the unfettered right to award the project contract to a consultant of its choice.

Questions - Site Inspections

Contact for questions and/or site inspection arrangements.

Kristen Murphy
10 Front St
Exeter NH 03833
603-778-6452 phone
kmurphy@exeternh.gov email

Answers to questions received will be posted on the Town website Bid/RFP's page that can be found at: <https://www.exeternh.gov/rfps>.



Appendix A

History:

The Chase Wiggin property along the tidal Squamscott River played an early role in the development of the Town of Exeter. The Frank Gilman Peavey map of Exeter drawn in 1932, depicting the development of Exeter between 1639 and 1700, includes one of the original town landing sites which abuts the Chase Wiggin property. This property figures prominently in a significant economic development stage in Exeter's history, the coming of the Boston & Maine Railroad. Just prior to Joshua Wiggin's death, he signed a deed for a four-rod wide strip of land through the property to B&M railroad (Deed 1840). The farm was inherited by Stephen Wiggin, who sold it to his brother Chase Wiggin in 1860 (Deed 1860). During this period, Chase Wiggin erected a very large barn across the road from his house and developed a substantial cattle market on the property

John Raynes acquired the farm in the 1930's and conducted a modest dairy farm with a herd of 20 cows. Raynes conducted operations on the main floor of the barn. In 1958, dairy inspectors required Raynes to install concrete floors in the milking parlor area. At this time, Raynes relocated the dairy operation to the basement of the barn and doubled the size of his herd to forty cows. The creation of a milking parlor in the barn basement required pouring a concrete floor, installing stanchions, a milking parlor, and an automatic gutter cleaning system. At this time, Mr. Raynes also erected the steel silo and constructed the silo connector and exterior milk room on the southeast corner of the barn. Raynes continued to operate a dairy farm until 1970. The barn has not been in active agricultural use since that time.

The Town of Exeter purchased the barn and land on the east side of the road in 2001 with funds from the State of New Hampshire's Land and Community Heritage Investment Program (LCHIP) (Raynes 2002). The Chase Wiggin Barn and Farmland are listed in the NH State Register for their significance in agriculture. The large barn, surrounded by open farmland, is a long-standing community focal point, an important historic landscape in the town of Exeter. Still in modest agricultural use, this property is one of the most intact farm landscapes remaining in Exeter. The way the barn is sited, on a curve in the road surrounded by the open fields is a visual agricultural landmark. The Chase Wiggin Barn is architecturally significant as the only hundred-foot barn in the town of Exeter, the largest surviving historic barn in the community. It is important as a well-preserved example of mid-19th century barn design and construction.

Historic Structures Report:

The initial Historic Structures Report was prepared by Preservation Company for the Exeter Conservation Commission in 2002. Over the last sixteen years the Exeter Conservation Commission has completed several projects so this current report reflects those changes while building on the initial baseline. The 2002 report established the cause of problems in the barn and made recommendations for their correction. For the initial report, fieldwork was conducted by Lynne Emerson Monroe and Frank Whittemore. Additional fieldwork was completed in June 2018 by Lynne Emerson Monroe, Frank Whittemore, and Reagan Ruedig of Preservation Company in order to create the current update, which reflects any changes in conditions and repairs that were made since.

The present update includes information provided by Kristen Murphy, Natural Resource Planner for the Town of Exeter, and Don Briselden, member of the Raynes Farm Stewardship Committee, as well as information provided in a barn assessment report prepared for the

Exeter Conservation Commission by Ian Blackman through a 52 Barns, Barn Assessment Grant-funded project from the NH Preservation Alliance. There have also been engineering studies completed by CLD in 2005 and Emanuel Engineering in 2015. This report is an update of the 2002 Historic Structures Report and incorporates information from subsequent reports and work, including the Baseline Documentation from 2005, the NH Preservation Alliance Barn Assessment Worksheet from 2017, and the NH State Register Nomination from 2017. The nomination was successful and the Barn is on the NH Register of Historic Places.

The above cited documents will be available upon request to Kristen Murphey, Natural Resource Planner, Planning Department, Town of Exeter, NH