

Town of Exeter, New Hampshire

Request for Proposals (RFP)

The Town of Exeter is seeking proposals for the Repair and Improvements to the Historic Chase Wiggin/Raynes Barn.

Proposal should be mailed in an envelope plainly marked “Proposal for Repair and Improvements to 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, June 13th, 2022 at 4:00PM.

A Site walk will be available upon request

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.

Overview

The Town of Exeter is seeking a qualified and experienced contractor to perform repairs and improvements to the historic Raynes Barn, which is located within the larger Raynes Farm property at 61 Newfields Road, in the Town of Exeter, NH.

Background

Raynes Barn is located on a 49 acre primarily open and actively managed agricultural field, on the east side of Newfields Road in the northeast corner of the Town of Exeter. The Raynes Barn, erected ca. 1860 by Chase Wiggin (and sometimes referred to as the Wiggin/Raynes Barn), is a New England barn with its entries off center on the front (west) and rear (east) gable ends. The structure, 95'-8" long and 42'-0" in width, is oriented essentially with its long walls facing north and south and the gable ends oriented east and west. The front gable end is set close to the edge of Newfields Road.

Raynes Barn was purchased by the Town in 2002 and though significant repairs have occurred over the years, to achieve the goals of the 2021 Raynes Farm Long Range Development Plan (available upon request), additional repairs are required. As detailed

in the Raynes Farm Long Range Development Plan, 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.

The 2018 Historic Structures Report Update, Monroe & Whittemore Preservation Co. (available upon request), provides a complete baseline documentation report, historical photographs and property history. This report was amended in **2021, with a Condition Assessment Report, Stephen Bedard (CAR) (See Reference Document 1)**. The 2021 CAR details the current conditions, recommended materials to maintain historical integrity, and projected costs. This document informed the Rehabilitation needs for the barn and budget that will be accomplished through this RFP.

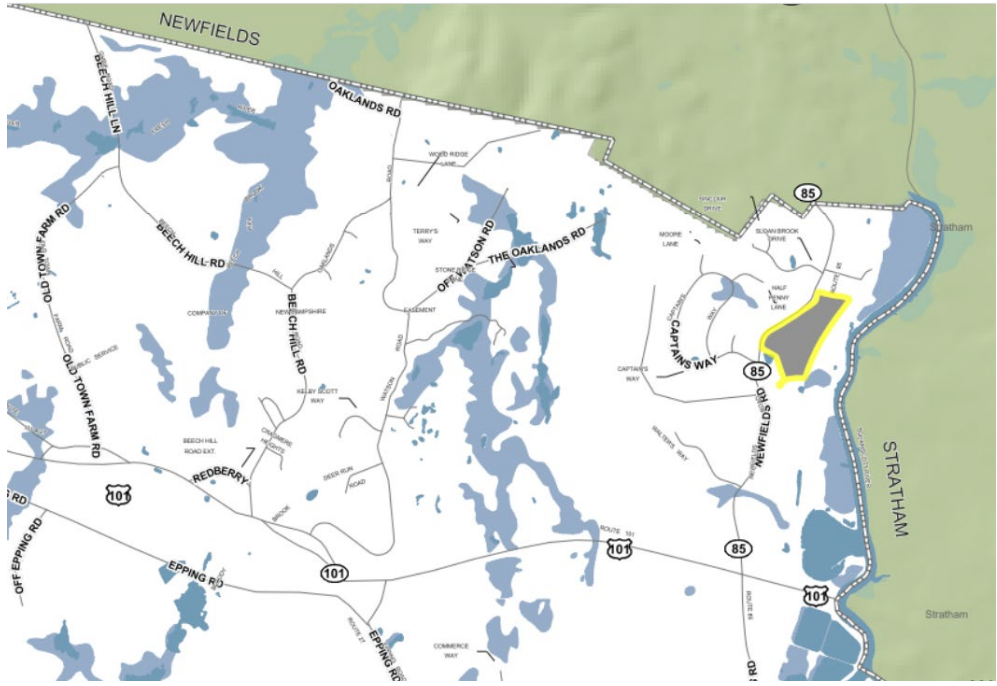
These reports are an update to and supersede the following reports which are available at the Town of Exeter, Planning Department:

- 2002 Historic Structures Report (Monroe & Whittemore Preservation Co.)
- 2017 Barn Mini-Assessment Report, New Hampshire Preservation Alliance (Ian Blackman)

The Town has a budget of \$245,800 for this project, with partial funding sourced from a Land and Community Heritage Investment Program (LCHIP) grant. Proposals in excess of that amount, must include justification for increase. As is required with all LCHIP grant funded projects, funding must follow the grant disbursement process and adhere to the requirements of the **2022 Project Agreement between the Town of Exeter and LCHIP (See Reference Document 2)**. In addition, all repairs must be completed in accordance with the **Secretary of the Interior's Standards for Rehabilitation** and associated briefs which are outlined here: <https://www.nps.gov/tps/standards/rehabilitation.htm>

Project Area

The work will be completed within the Raynes Barn located on the Raynes Farm property, at 61 Newfields Road, Tax Assessor Map 24, Lot 30. (see map below).



SCOPE OF WORK (PRIMARY)

The Town of Exeter invites proposals for completion of the following repairs and improvements:

EXTERIOR

ADA Access

- On the east side door, install a low ramp into the main level of the barn.

Foundation

- Re-point foundation under sub-sill on the north side. This should be undertaken in conjunction with work on the ties, supports and brackets (see below).

Clapboards and Trim

- Replace clapboards and trim as needed on a side by side basis with the trim on each side being replaced first, prior to clapboards repair/replacement. Clapboards should be carefully “toothed in” unless otherwise mentioned.
- All trim and clapboards should be back-primed before installation and galvanized nails are to be used throughout.
- West Side: Repairs to the trim on the west side, as needed, shall occur after the sill work is undertaken. Tooth-in clapboards as needed.
- South Side: Repair the trim on the south side and then proceed to tooth –in clapboards as needed. The majority of the clapboard replacements will be below and above the first-floor windows.
- East Side: Repair the trim on the east side as needed. Due to the deteriorated condition of the clapboards with more than 50% of the clapboards visibly in need of replacement, replace the existing clapboards with new material (spruce or cedar) to match the existing size and exposure to the weather. This replacement should be up to the bottoms of the upper level windows, at a minimum. See additional notes under Silo and Connector Building.
- North Side: Repair the trim on the north side as needed. Tooth-in clapboards as needed.

Windows

- Repair window sash, frames casing, and panes where possible, replacing as necessary. Some loose window panes are available inside the barn. Window sash shall be re-glazed and painted.
- All window headers will be flashed with lead to prevent water infiltration.

Doors

- All of the doors shall be made operable. Repair doors as needed. Install inside fastening hardware for both sets on large barn doors.
- All door headers will be flashed with lead to prevent water infiltration.

Paint

- Paint the entire barn after all replacement of the clapboards has been completed. The painting of the barn shall include appropriate prepping,

priming and then at least one finish coat.

Silo and Connector Building

- Repair the silo connector building floor as needed. Install new flashing between the main barn and connector roof as needed. The process should be undertaken with the clapboard replacement on the east side.
- Add a preservative coat to the silo.

INTERIOR (LOWER LEVEL)

Asbestos

- Test the drooping ceiling (suspected materials) for asbestos. If material is asbestos, have it removed professionally by qualified company. If the materials do not contain asbestos, have them removed due to deterioration.

Stairway

- Build a new code compliant stairway from the lower level to the main barn floor in the south east corner of the lower level. This will allow access again from the lower level to the barn floor so that people do not have to go outside to gain access to the lower level etc.

Brackets

- Fabricate and install brackets on north wall sub sill framing to secure blocking, floor joists and framing together to prevent further damage to the north wall in the area of the sub sill. This work should be done in conjunction with the interior main level ties and supports etc. as well as any north wall foundation work. Ensure adequate support exists beneath the permanent post discussed under the major purlin on the north side.

Repair sills

- Repair sills of east and west gable ends as needed.

INTERIOR (MAIN LEVEL)

Support Posts & Beams

- Install permanent posts under the area of the tie beam and post under the major purlin on the north side. Ensure the new permanent posts have adequate support beneath them in the lower level.
- After the above work is accomplished, attempt to pull the south and north plates closer together. Fabricate steel brackets to appropriately connect the scarfed tie beam joints together.
- Remove cables.

Main barn floor

- Repair the center aisle and north side of barn as needed. Repair/replace the flooring in the area of the south west side of the barn as needed.

Fire Detection and Alarm

- Add a fire detection and alarm system.

ADDITIONAL REQUIREMENTS

Proposals must present evidence of the firm's qualifications and experience repairing and improving similar structures.

As Raynes Barn has been added to the State Register of Historic Places, and funding for a portion of this project is made possible by a grant from LCHIP, evidence of your firm's ability to work in accordance with the Secretary of the Interior's Standards for Rehabilitation, is essential.

Evaluation Criteria & Submission Requirements

Selection Requirements:

1. The selected firm must be a responsible contractor (or team) specializing in historic structure rehabilitation with the necessary breadth of knowledge, experience, and resources to undertake and successfully complete the project. The consultant or consultant team shall provide documentation of professional expertise in conducting necessary repairs and improvements within the Secretary of Interior Standards for Rehabilitation.
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 Secretary of the Interior's Standards and Guidelines for Architectural and Engineering Documentation.

Project Approach and Schedule:

All proposals must include a detailed description of the qualifications, proposed methodology, techniques, materials and procedures to be used in carrying out the components of the Scope of Work. All proposals must include a timeline with key milestones and specifies the projected completion date (currently 10/2023, if more time is anticipated, please indicate in your proposal). 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.

Following firm selection, the applicant will be required to prepare a detailed scope of work, using text, photographs, and documents indicating how and

with what materials the work will be done, referencing relevant National Park Service Preservation Briefs where appropriate and anticipated line item costs, and timeline for completion.

Specifications or cut-sheets from manufacturers may be appropriate for proposed new materials. Any new design elements, will need to include architectural plans, too.

When developing timelines, it is important to note that prior to commencing work, all work and materials must be approved by LCHIP and DHR. This may require up to 45 days after submission is deemed include all necessary information and is considered complete. Timeline and disbursements must coincide with the Project Agreement between the Town of Exeter and LCHIP.

Submittal Requirements:

1. A Technical Proposal consisting of:
 - a. A cover letter expressing the firm's interest in working with the Town including identification of the principle individual(s) that will provide the requested services;
 - b. A scope of work that includes steps to be taken, specifications for materials to be used, Preservation Brief reference if appropriate, and any noteworthy deviations from general scope outlined above and why;
 - c. A proposed schedule that indicates project milestones and overall time for completion (taking note of review timeframes mentioned previously);
 - d. A list of individuals that will be committed to this project and their professional qualifications. The names and qualifications of any sub-consultants shall be included on the list;
 - e. Demonstration of success on similar projects, including a brief project description, project address, and contact information for references.
2. A Cost Proposal consisting of:
 - a. An estimated price for the work outlined in the contractor portion of the scope of work.
 - b. Cost proposals must further reasonably itemize/breakdown the costs associated with each item listed,
 - c. A proposed payment schedule listing project milestones and percentage of total cost requested at each of those points. Note that this should be coordinated with the payment disbursement schedule outlined in the Project Agreement between the Town of Exeter and LCHIP.
3. 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.

4. Selected firm will be required to provide proof of adequate insurance including liability coverage.

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

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>.