

Watkins House: Facade Restoration Project
Request for Proposal for Construction Services
for
The Arlington Common
3938 Route 7A
Arlington, Vermont

Submission Deadline: Friday, May 31, 2024, at 10 a.m. EDT

Project Description and Scope of Work:

1. ***Repair and restore exterior trim features***, windows and door surrounds, corner boards, and fascia, primed and painted white.
 - Infill should match specie, size, and reveal of existing trim.
 - Windowsills and jambs should be included in a painting scope of work.
 - Sashes should be scraped, sanded, primed, and painted white.
 - Lead paint abatement
2. ***Window Restoration:***
 - Repair or replace triple-track storm windows
 - Windows should be made operable as desired.
 - lead paint abatement
 - restoration of interior sash and sills
3. ***New Front Porch construction:*** with ADA ramp, following construction drawings and material list
 - removal of current front porch
4. ***Site Work***
 - Needed for porch and ADA ramp construction, *see construction drawings*
 - Installation of new footings for front porch
 - New ADA parking to the south side of driveway near ADA ramp
 - Installation of precast footings and set in stone for ramp
5. ***Restore Chimney:***
 - The two chimney exteriors should be repointed and restored as needed.
 - Chimney #1 capped to the roof line and sealed
 - Chimney #2 (active chimney) install stainless-steel liner and fit to furnace dimension
6. ***Foundation Repair:***
 - Repair as needed. Mortar should match existing.
 - Stones should be reset where they have become loose.
 - Infill stones should match existing.
7. ***Siding***
 - Pull existing nails out of the siding and fill all holes

-Historic shingles restored where needed, matching existing patterns, and siding primed and stained, color to match existing stain color.

8. *Front Door Restoration*

-Hand-scrape and restore

9. *Electrical Work*

-electrical conduit leading to front signage and installation of two exterior outlets

-The electrical service needs to be temporarily removed and replaced.

-Address existing wires and lights when repairing the exterior siding and trim.

Preconstruction

The Construction Manager shall meet with the Architect and/or Owner to discuss procedures, progress, coordination, and work scheduling. The Construction Manager shall advise the Owner and the Architect on proposed site use, locations for contractor parking use, equipment, container-style storage and dumpsters, and building systems and equipment. The parking area is actively used for functions occurring at other buildings located on the property.

Preliminary Cost Estimates

Based on the scope of work and design, an estimate should be requested from RK Miles for materials. All work must meet the specifications that have been approved by SHPO. All work done on the Watkins House must comply with the [Secretary of Interior's Standards for Rehabilitation](#). Materials will be purchased by the Arlington Common.

The contractor shall meet with the Owner or Architect to review the proposal. The Owner and Construction Manager shall execute an Agreement between Owner and Construction Manager as Contractor, where the basis of payment is the cost of work.

Subcontractors and Suppliers

Those portions of the Work that the Construction Manager does not customarily perform with the Construction Manager's own personnel shall be performed under subcontracts or by other appropriate agreements with the Construction Manager. The Owner may designate specific persons from whom, or entities from which, the Construction Manager shall obtain bids. The Construction Manager shall obtain at least three proposals from Subcontractors. With the advice of the Construction Manager, the Owner shall then determine which bids will be accepted. The Construction Manager shall not be required to contract with anyone to whom the Construction Manager has reasonable objection.

CONSTRUCTION PHASE

Changes in the Work

Without invalidating the Contract, the Owner may order changes in the Work within the general scope of the Contract consisting of additions, deletions, or other revisions. Such changes should be in writing, and the Owner and Construction Manager will sign and acknowledge all change orders. The Construction Manager shall be entitled to an equitable adjustment in the Contract Time as a result of the changes in the Work. Change orders issued by the Owner subsequent to the execution of the Agreement between Owner and Contractor shall constitute adjustments to the contract sum.

Administration

Upon the execution of the Agreement Between Owner and Contractor, the Construction Manager shall prepare and submit to the Owner and a construction schedule for the Work. The Construction Manager shall update the Owner in writing on the progress of the Project on a monthly basis, indicating the percentages of completion and other information required by the Owner.

The Construction Manager shall identify variances between actual and estimated costs and report the variances to the Owner shall provide this information in its monthly reports to the Owner and Architect.

The Construction Manager shall comply with applicable laws, statutes, ordinances, codes, rules and regulations, and lawful orders of public authorities applicable to its performance under this Contract.

INSURANCE AND BONDS

For all phases of the Project, the Construction Manager shall purchase and maintain the insurance required by the Owner and to be set forth in the Construction Contract.

- a) General Liability: \$2,000,000.00
- b) Vehicular Liability: \$1,000,000.00
- c) Property Damage: \$2,000,000.00
- d) Workman's Compensation: Statutory
- e) Builder Risk Coverage by Owner

Tax-Exempt Status: Describe how you will manage material purchases to take advantage of the tax-exempt status of the Owner.

6.10 Fees:

- Provide the amount of, or basis for, compensation, provide a full breakdown of all sub-contracts, self-performed work, and fees. The Proposer will guarantee to construct the Project as described in the Project design documents for the amount specified in the Agreement Between Owner and Contractor and the

fees quoted in this proposal subject to change orders mutually agreed upon by the Proposer and the Owner.

PROPOSAL SUBMITTAL

Proposals must be submitted and received by The Arlington Common no later than **Friday, May 31, 2024, at 10 a.m.** Proposals shall be submitted by email. Proposals should be submitted to:

The Arlington Common
PO Box 965
3938 Route 7A
Arlington, Vermont
Attention: Mr. Don Trachte
Email: info@arlingtoncommon.org
cc: mmalda@hkkarchitects.com

FINAL SELECTION

The proposals will be reviewed by a committee established by The Arlington Common based on the qualifications and experience of the Proposer; its ability to meet project timelines; the level of understanding of and commitment to achieve the Project's principles and objectives; and proposed fees.

This Request for Proposal does not commit The Arlington Common to award a contract, to pay any costs incurred in preparing a proposal or to contract for the goods and/or services offered. The Arlington Common reserves the right to accept or reject any or all proposals received as a result of this request, to negotiate with all qualified Proposers or to cancel this Request for Proposals, if it is in the best interests of The Arlington Common.

The successful Proposer should be available to begin work and prepared for project activities to commence by November, 2024. Your submission of a proposal to this RFP acknowledges your ability to work but also acknowledges that there may be adjustments to the start of work.

Please note: non-selection as the Construction Manager under this RFP does not impact the Proposer's opportunity to participate in the Project as a subcontractor.