



PRESERVATION MARYLAND

REQUEST FOR PROPOSALS

Rock Run Mill Architectural and Engineering Services

Preservation Maryland (PM), a nonprofit organization headquartered in Baltimore, Maryland, is soliciting competitive proposals from qualified firms for architectural and engineering services for restoration of Rock Run Mill, sited within Susquehanna State Park at 761 Stafford Road, Havre de Grace, MD 21078.

To be considered as eligible, Respondents must be legally licensed as applicable under pertinent laws in the State of Maryland; meet one or more of the Professional Qualification Standards—or their equivalent—as set forth by the Secretary of the Interior’s Standards and Guidelines; and have demonstrated experience in historic restoration.

Preservation Maryland requests that interested parties respond to the solicitation by **8:30 A.M. ET on Monday, January 22, 2023.**

1. CLIENT

Preservation Maryland is a statewide non-profit working to protect Maryland’s unique and irreplaceable heritage while creating a more equitable and sustainable future. The organization harnesses the power of historic places to revitalize and reinvest in communities, advocate, and build the historic trades workforce for the benefit of all Marylanders. To learn more, visit www.preservationmaryland.org.

2. PROJECT OVERVIEW

2.1 Background

Owned by the Maryland Park Service (MPS), a division of the Maryland Department of Natural Resources (DNR), Rock Run Mill is a contributing resource within the NRHP-listed Lower Deer Creek Valley Historic District. Built in 1798 along the banks of the Susquehanna River, the Rock Run grist mill in Susquehanna State Park is a surviving connection to when the wheat and flour trade provided a much-needed economic foundation for the new American republic. Constructed from recycled material from a mill built in 1736, Rock Run Mill is a relatively rare example of a fully intact industrial building from the early national period, with colonial- and revolutionary-era lineage. The Rock Run gristmill is an embodiment of the early American industries that would launch the former colonies to economic dominance in North America. It operated commercially until 1954 and continues to open for demonstrations on weekends throughout the summer.

Preservation Maryland is partnering with the Maryland Park Service to restore the historic mill, ensuring its survival as an educational resource for the American public and a connection to the nation’s earliest years. This project is being supported by a Historic Preservation Fund grant administered by the National Park Service, Department of the Interior, through the Semiquincentennial Grant Program commemorating the 250th anniversary of the founding of the United States.

2.2 Description

Serving as project manager on behalf of the Maryland Park Service, Preservation Maryland is seeking architectural and engineering services for restoration of the historic Rock Run Mill. Sited within Susquehanna State Park at 761 Stafford Road, Havre de Grace, MD, the property (parcel 0003; tax map 0037; MIHP HA-191) comprises a three-story coursed-stone structure, two-bay deep, three-bay wide on the west elevation, and four-bay on the east, with a gable roof and water wheel on the south elevation. The site sees frequent flooding from the Susquehanna River and runoff from Stafford Road that threaten the building’s structural integrity.

The goal of this project is to restore the historic mill and protect it against moisture infiltration until future sitework to redirect water away from the structure can take place, thereby ensuring continued public use for decades to come. As funding allows, the anticipated construction scope of work may include: repair/replace front and basement doors and frames, basement posts and beams, first-floor joists, and cedar shake roof; install gutter and down spouts on east elevation; restore attic siding and window sashes and frames; reconstruct historic chimney; and repoint forebay pipe supports and interior stonework.

Objectives include:

- Stabilize structural system
- Seal building envelope
- Restore exterior to period of significance

3. SERVICES AND SCOPE OF WORK

The precise scope of work is subject to feedback from the selected consultants and budget limitations. However, anticipated work to be undertaken by the consultants may include, but is not limited to, the following:

- Review of existing structure documentation
- Design services, including preparation of construction and bid documentation for the above defined construction scope of work
- Engaging with PM, MPS, MHT, and NPS for input and feedback at 50%, 75%, and 100% CD completion at minimum
- Construction administration
- Project inspection services including periodic progress reviews
- Review of contractor pay requests
- Review of contractor change order requests, as necessary

Work is expected to begin immediately upon Preservation Maryland's execution of the contract and conclude as expeditiously as possible, allowing for a construction completion date of no later than June 30, 2026 to adhere to the grant funding deadline. Work performed and recommended shall adhere to the Secretary of the Interior's Standards and local, state and federal laws and regulations.

4. INSTRUCTIONS TO RESPONDENTS

4.1 Where to Deliver Proposal

All proposals must be submitted as a single PDF attached to an email delivered to LHouston@presmd.org.

4.2 Proposal Due Date

Proposals are due by **8:30 A.M. E.T. on Monday, January 22, 2023.**

4.3 Preparation of Proposal

Respondents must submit the following:

- Qualifications
- Proposal
- Project budget
- Project schedule

Respondents shall submit one (1) digital copy of the proposal package as an attachment to an email and are encouraged to include as much pertinent data and information as necessary to ensure proper evaluation.

4.4 *Subcontracts*

Respondents must identify all portions of the work intended to be performed through subcontractors. Acceptance of the proposal does not constitute approval of the subcontractors identified in the proposal.

4.5 *Minimum Qualifications*

Respondents must demonstrate personnel assigned are legally licensed as applicable under pertinent laws in the State of Maryland; meet one or more of the Professional Qualification Standards—or their equivalent—as set forth by the Secretary of the Interior’s Standards and Guidelines; and have demonstrated experience in historic restoration.

4.6 *Site Visit*

To assist in proposal preparation, Respondents may choose to complete a walk-through of the structure with Preservation Maryland and the Maryland Park Service during a scheduled site visit taking place on **Thursday, January 11, 2024** between **10:00 A.M. – 12:00 P.M.** The grounds are otherwise accessible independently at Respondents’ convenience. Please email Laura Houston at LHouston@presmd.org by **Tuesday, January 9, 2024** to confirm attendance.

4.7 *Inquiries*

Every request for a written interpretation or correction must be received at least fourteen (14) days prior to the proposal due date in order to be considered. Requests may be submitted by e-mail to LHouston@presmd.org. Interpretations, corrections and supplemental instructions will be communicated by written addenda to this solicitation to all prospective Respondents no later than five (5) days prior to the proposal due date.

Submission of a proposal constitutes acknowledgment of receipt of all addenda. Proposals will be construed as though all addenda had been received. Failure of the Respondent to receive any addenda does not relieve Respondents from any and all obligations under the proposal, as submitted.

4.8 *Rejection of Proposal*

Proposals must be delivered to the specified location and received by the proposal due date to be eligible for evaluation. Proposals will be considered irregular and may be rejected if they show material omissions, additions not called for, conditions, limitations, unauthorized alternate proposals or other material irregularities. Preservation Maryland may consider incomplete any proposal not prepared and submitted in accordance with the provisions specified herein and reserves the right to waive any minor deviations or irregularities in an otherwise valid proposal.

4.9 *Withdrawal of Proposal*

Respondents may withdraw their proposal prior to the designated due date if they submit such a written request to Preservation Maryland. Respondents may be permitted to withdraw their proposal up to 48 hours after the due date for good cause, as determined by Preservation Maryland in its sole judgment and discretion.

5. EVALUATION AND AWARD PROCEDURES

5.1 *Evaluation Procedure*

Each response will be evaluated in accordance with the indicated criteria:

Background and Qualifications a) Past relevant experience following SOI Standards for Restoration b) Special expertise of personnel, as applicable c) Demonstrated experience coordinating with multiple stakeholders
Project Management a) Names and functions of personnel assigned b) Commitment to project completion within time and budget constraints c) Ability to meet project needs, including current workload d) QA/QC methods
Technical Merit a) Demonstrated comprehension of tasks to be completed b) Completeness and clarity of submittal c) Adequately addresses project goal(s) and objective(s)

5.2 Award

Acceptance of the successful Respondent's proposal does not create a contractual relationship between Preservation Maryland and the successful Respondent.

Preservation Maryland reserves the right to award the agreement to the next available Respondent in the event the successful Respondent fails to enter into the agreement, or the agreement with said Respondent is terminated within 30 days of the effective date.

6. EXECUTION OF AGREEMENT

Submittal of a proposal binds the successful Respondent to perform the work upon acceptance of the proposal and Preservation Maryland's execution of the project agreement provided by the successful Respondent.

Upon acceptance of the proposal, the successful Respondent must provide:

- Contract/Agreement for review
- Completed Form W9
 - General Liability coverage with minimum limits of no less than \$1,000,000.00 per claim
 - Workers' Compensation and Employer's Liability coverage with minimum limits of no less than that required by Maryland law
 - Professional Liability coverage, if applicable, with minimum limits of no less than \$1,00,000 per claim
- ACH Payment information if EFT preferred

Preservation Maryland reserves the right to cancel award of the agreement without liability at any time before the agreement has been fully executed by all parties. Failure upon the part of the successful Respondent to execute the agreement or timely submit the required documentation will be just cause, if Preservation Maryland so elects, for award of the agreement to be rescinded.