



PROJECT: Berlin (Snoots) House Phase I: Exterior Historic Rehabilitation
9 S. Maple Avenue, Brunswick, Maryland 21716
BRPA Project # 23-3377.01

Addendum Issued: Tuesday, July 23, 2024

ADDENDUM #3

*This addendum is intended to correct, change, add, delete, or supplement the drawings, project manual, and/or specifications, and is hereby made part of the bidding documents on which the General Contract will be based. Acknowledge receipt of this addendum by signing below and returning via email or hard copy no later than **Wednesday, July 31, 2024, at 4:00 p.m.***

QUESTIONS:

1. Does Preservation Maryland have a bid form corresponding to the evaluation criteria? If not, how should Respondents provide this information?

No. We do not have a bid form corresponding to the evaluation criteria. Respondents should include as much pertinent data and information as necessary to ensure proper evaluation. At the Respondent's discretion, this may or may not include, for example, a letter of interest or executive summary; company profile; personnel resumes; list of prior projects, etc.

2. Is in-kind replacement of the beam in the kitchen addition included in this scope of work?

No. As indicated, the beam is to be removed while supported by temporary shoring. In its place, a 2x4 stud wall (for the southern half) and LVLs (for the northern half) will support the 2nd floor framing.

3. Does the structural scope include underpinning for the foundation?

No. The underpinning referenced in the structural drawings is (E) existing. It is not anticipated that new or future underpinning will be needed.

4. Is excavation underneath the kitchen addition anticipated for this scope of work?

A full excavation is not expected; however, there may be some excavation required to construct the 24x12 concrete footing shown in 1/S300, depending on the dimensions of the crawlspace void indicated in the drawings.

5. Is repair of interior wood trim included in this scope of work?

No. Only the exterior trim is expected to be repaired/replaced. However, where indicated in the architectural drawings, existing interior trim is to be protected during construction.

6. Can Respondents submit their bid packet digitally?

Yes. Respondents may provide a digital copy of their submittal instead of mailing or hand-delivering. Respondents must email their bid packet as a single file attached to an email to Lhouston@presmd.org AND barton@bartonross.com.

REVISIONS TO DRAWINGS (insert attached pages):

None at this time. Revised drawings will be provided to the contractor at permitting.

REVISIONS TO PROJECT MANUAL (insert attached pages):

None at this time. Revised specs will be provided to the contractor at permitting.

END OF ADDENDUM #3

Acknowledge Addendum #3:

We acknowledge receipt of this Addendum No. 2 and understand that this addendum must be submitted with our proposal for the Berlin House Exterior Rehabilitation project and emailed prior to the revised bid opening date of Wednesday, July 31, 2024 to Barton@BartonRoss.com; and lhouston@presmd.org.

Name of Bidder: _____

Printed Name and Title: _____

Signature: _____

Date of Reply: _____



PROJECT: Berlin (Snoots) House Phase I: Exterior Historic Rehabilitation
9 S. Maple Avenue, Brunswick, Maryland 21716
BRPA Project # 23-3377.01

Addendum Issued: Wednesday, July 10, 2024

ADDENDUM #2

*This addendum is intended to correct, change, add, delete, or supplement the drawings, project manual, and/or specifications, and is hereby made part of the bidding documents on which the General Contract will be based. Acknowledge receipt of this addendum by signing below and returning via email or hard copy no later than **Wednesday, July 31, 2024 at 4:00 p.m.***

REVISION to ITB

Revisions are indicated either by a ~~strike through~~ for deletions or underline for insertions.

3. Scope of Work, Page 2

Hazmat survey and abatement, selective demolition, including disassembly of the non-contributing side porch structure, paint removal, earthwork, subdrainage systems, new roofing, new porch stoop and exterior stairs, new gutters and leaders, masonry work and rebuilding chimneys and flue, repointing at foundation, new/restored windows and doors, new rough carpentry and misc. Wall framing, new exterior barrier-free ramp and railings interior/exterior wood finish trim repair and replacement-in-kind throughout, exterior wood clapboard repair, structural underpinning and crawl space upgrades, wood flooring repairs, new exterior light fixtures, and exterior repair and painting. All work has been designed and must be carried out according to SOI Standards

4.3 Pre-bid Conference, Page 2

A second site visit will be held at **2:00 P.M. ET, Monday, July 15**. Respondents should notify Laura Houston by **Friday, July 12** if they plan to attend. Any questions following the site visit must be submitted by **Monday, July 22**.

QUESTIONS:

1. Has a hazmat survey been completed for the house?

No. Respondents should include the cost to complete a survey in their bid. A revision to the ITB's scope of work has been made to reflect this update.

2. Can a second site visit be scheduled before the bid deadline?

*Yes. PM will be present at **2pm on Monday, July 15** to meet respondents onsite. Respondents should notify Laura Houston by **Friday, July 12** if they plan to attend.*

3. What is the deadline for questions?

*With the bid due date extended to **July 31**, Respondents should expect to submit all questions by **Monday, July 22**.*

4. What assistance, if any, may the successful Respondent rely on regarding permitting?

City and County permit fees will be waived. The successful Respondent should expect to work directly with the County. PM will provide further detail and instruction to the successful Respondent.

5. Does the state funding for the project have a prevailing wage requirement?

No.

6. Are copies of the "Civil Drawings" referred to on Sheet A1.03.00 available to Respondents?

Civil drawings were not prepared for this early phase of the Berlin House project. The notes are referring to the site plan prepared for the surrounding Residences at Railroad Square construction. At this time, we do not have copies to provide.

7. Is a boundary survey available for the 9 S Maple parcel?

PM will be able to make one available to the successful Respondent.

8. Will site coordination with Waynesboro Construction Co. be necessary?

Yes. The successful Respondent should expect a level of coordination for site access, dumpster placement, etc. with Waynesboro Construction Co., the company completing the Residences at Railroad Square. PM will have more information for the successful Respondent at project kick-off and arrange a meeting between all parties to facilitate communication and scheduling.

9. Will the contractor have access to all sides of the building for staging and demo work?

Yes, there will be access to all four sides of the building for the work; however, as stated above, some level of coordination with Waynesboro Construction Co. may be required, as well as the City of Brunswick as it pertains to maintaining 9 S Maple Avenue. Please note: contractor is responsible for the safety & security of the building site and its materials/equipment including:

- a. Contractor shall not have complete and exclusive use of the premises work areas for execution of the work.*
- b. Assume full responsibility for the protection and safekeeping of products under this contract, stored on site.*
- c. Obtain and pay for the use of additional storage or work areas needed for operations.*

10. Can PM share the total budget for the project?

At this time, PM is refraining from sharing a budget for the project, as this number may change in the near future with a potential addition of funds. Furthermore, if bid amounts do exceed available funding, PM and the City of Brunswick will need to know what the funding gap is either to secure additional dollars or to appropriately phase the project.

REVISIONS TO DRAWINGS (insert attached pages):

None at this time. Revised drawings will be provided to the contractor at permitting.

REVISIONS TO PROJECT MANUAL (insert attached pages):

None at this time. Revised specs will be provided to the contractor at permitting.

END OF ADDENDUM #2

Acknowledge Addendum #2:

We acknowledge receipt of this Addendum No. 2 and understand that this addendum must be submitted with our proposal for the Berlin House Exterior Rehabilitation project and emailed prior to the revised bid opening date of Wednesday, July 31, 2024 to Barton@BartonRoss.com; and lhouston@presmd.org.

Name of Bidder: _____

Printed Name and Title: _____

Signature: _____

Date of Reply: _____

Barton Ross & Partners LLC

Architects

PROJECT: Berlin (Snoots) House Phase I: Exterior Historic Rehabilitation
9 S. Maple Avenue, Brunswick, Maryland 21716
BRPA Project # 23-3377.01

Addendum Issued: Thursday, June 27, 2024

REV. Proposal Opening Date: **Wednesday, July 31, 2024 at 4:00 p.m.**

ADDENDUM #1

This addendum is intended to correct, change, add, delete, or supplement the drawings, project manual, and/or specifications, and is hereby made part of the bidding documents on which the General Contract will be based. Acknowledge receipt of this addendum by signing below and returning via email or hard copy no later than Wednesday, July 31, 2024 at 4:00 p.m

QUESTIONS:

1. Can the bid deadline be extended?

Yes. the revised Bid Opening Date will now be Wednesday, July 31, 2024 at 4:00 p.m.

2. Is there Asbestos in the Scope of Work? Is there Lead Base Paint in the Scope of Work? If yes, please provide test results and proposed method of removal/remediation.

Yes. The contractor or contractor's painter is responsible for following all state regulations regarding removal of lead paint. The scope calls for the removal of certain interior wall finishes and lath & plaster as well as scraping, sanding and prepping the clapboards for new paint. Stripping entire façade back to bare wood is not required. Consult with architect during work. Any company offering to perform lead hazard evaluation or abatement must be certified. We will attempt to provide environmental reports confirming the same before July 19, 2024, and distribute to all bidders.

3. Is all the structural work shown on S101 – S300 especially the underpinning be included in this Phase 1: Exterior Historic Rehabilitation.

Yes. All structural work required for the structural stabilization of the building and exterior rehabilitation is part of this project scope of work.

REVISIONS TO DRAWINGS (insert attached pages):

None at this time. Revised drawings will be provided to the contractor at permitting.

REVISIONS TO PROJECT MANUAL (insert attached pages):

None at this time. Revised specs will be provided to the contractor at permitting.

END OF ADDENDUM #1

Acknowledge Addendum #1:

We acknowledge receipt of this Addendum No.1 and understand that this addendum must be submitted with our proposal for the Berlin House Exterior Rehabilitation project and emailed prior to the revised bid opening date of Wednesday, July 31, 2024 to Barton@BartonRoss.com; and lhouston@presmd.org.

Name of Bidder: _____

Printed Name and Title: _____

Signature: _____

Date of Reply: _____



PRESERVATION MARYLAND

INVITATION TO BID

Berlin House Phase 1: Exterior Historic Rehabilitation

Preservation Maryland, a nonprofit organization headquartered in Baltimore, Maryland, is soliciting bids from qualified firms for construction services for the exterior historic rehabilitation of the Berlin House, located at 9 S. Maple, Brunswick, Md 21716.

To be considered as eligible, Respondents must be legally licensed as applicable under pertinent laws in the State of Maryland and must demonstrate experience providing preservation construction services in accordance with the Secretary of the Interior's Standards. Bid responses are requested by **4:00 P.M. ET, Wednesday, July 31, 2024**.

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 City of Brunswick, the Berlin House, formerly the Virginia Snoots House, is a contributing resource within the NRHP-listed Brunswick Historic District and the City of Brunswick Conservation District. The property (parcel 0472, tax map 101A) consists of a two-story single-family home with an above grade living area of approximately 1,697 SF. Census records indicate a house has existed onsite since at least 1840. It is believed this same house serves as the core of the structure standing today, making it one of the oldest structures in the city and one of only a handful from when the town was called Berlin. The property served as home to generations until 2005. It has since sat vacant and was identified through the State Section 106 process initiated in 2020 as a structure to be saved and rehabilitated for public use.

2.2 Description

Preservation Maryland is partnering with the City of Brunswick to protect and adapt the historic house. Brunswick has an active Main Street focused on being a catalyst in transforming the downtown area into a lively place. In support of this mission, the City envisions adapting the structure into a community heritage venue that will serve as adjunct interpretive space for the Brunswick Heritage Museum, with its first floor used for programs and exhibits and its second floor used for artifact storage and office space.

The goal of this phase is to stabilize the structure and historically rehabilitate its exterior in preparation for public use, leaving the interior a blank canvas for design appropriate for museum installations and multi-purpose use. The project is being funded through grant and preservation program funding, meaning stewardship of the property requires sensitivity to the architectural and historic character of this building.

Preservation Maryland is serving as project manager on behalf of the City for this first phase of work. Consequently, Preservation Maryland will be acting as the Owner as defined within the AIA Standard Form of Agreement between Owner and Contractor for the course of this project, including assuming all responsibilities and duties as indicated within the contract, except where specifically indicated otherwise. The Berlin House is owned by the City of Brunswick, and Preservation Maryland possesses no ownership stake in the building.

3. SCOPE OF WORK

The full scope of work shall be as defined in detail within the bid documentation. As funding allows, the scope of work is generally anticipated to include:

Hazmat survey and abatement, selective demolition, including disassembly of the non-contributing side porch structure, paint removal, earthwork, subdrainage systems, new roofing, new porch stoop and exterior stairs, new gutters and leaders, masonry work and rebuilding chimneys and flue, repointing at foundation, new/restored windows and doors, new rough carpentry and misc. Wall framing, new exterior barrier-free ramp and railings interior/exterior wood finish trim repair and replacement-in-kind throughout, exterior wood clapboard repair, structural underpinning and crawl space upgrades, wood flooring repairs, new exterior light fixtures, and exterior repair and painting. All work has been designed and must be carried out according to SOI Standards.

4. INSTRUCTIONS FOR RESPONDENTS

4.1 Bid Documentation

Respondents may obtain digital copies of Drawings and Project Manuals via email free-of-charge after providing full company contact information to the Project Manager at lhouston@presmd.org or the Architect at Barton@BartonRoss.com. Instructions for Respondents are provided in greater detail therein.

4.2 Bid Due Date

Bids are due by **4:00 P.M. ET, Wednesday, July 31, 2024.**

4.3 Pre-bid Conference

Respondents may choose to attend a pre-bid conference during a scheduled site visit at **2:00 P.M. ET, Thursday, June 13, 2024.**

A second site visit will be held at **2:00 P.M. ET, Monday, July 15.** Respondents should notify Laura Houston by **Friday, July 12** if they plan to attend. Any questions following the site visit must be submitted by **Monday, July 22.**

4.4 Rejection of Bid

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

4.5 Withdrawal of Bid

Respondents may withdraw their bids prior to the designated due date if they submit such a written request to Preservation Maryland. Respondents may be permitted to withdraw their bids 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

5.1 Evaluation Procedure

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

Background and Qualifications

- a) Past relevant experience following SOI Standards
- b) Special expertise of personnel, as applicable

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

5.2 Award

Acceptance of the successful Respondent's bid 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 bid binds the successful Respondent to perform the work upon its acceptance and Preservation Maryland's execution of the project agreement. 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.