



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, Friday, June 28, 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:

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 houston@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, Friday, June 28, 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.**

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.