



YOUR PLACE

THE NORTHFIELD PUBLIC LIBRARY
115 Main Street 413.498.2455 www.northfieldpubliclibrary.org

Request for Proposals: Architectural Conservation Services Condition Assessment and Treatment Plan for Interior Plaster and Decorative Painting

Response Date: October 18, 2016

Purpose

The Dickinson Memorial Library requests proposals for an initial condition survey and treatment plan for the restoration/conservation of the South Meeting Room and the Trustee's Room on the second floor of this 1897 historic building, including the cost for completing the restoration/conservation of the South Meeting Room.

Background

The Dickinson Memorial Library is an 1897 granite building designed by Fitchburg architect Henry Martyn Francis. It is listed on the National Register of Historic Places as a contributing resource in the Northfield Main Street Historic District. Much of the library's original interior remains intact including a hand-cut tiled entry floor, red oak woodwork, 16 stained glass windows and, on the second floor, the original decorative paint in 3 rooms. An addition, housing an elevator was added in 2008.

Through a 2013 energy grant the library was able to insulate the attic. Unfortunately the weight and force of the insulation installation damaged the ceiling in the South Meeting and the Trustee's rooms. Preservation plasterer Rory Brennan shored up the ceiling and patched old cracks in the wall. The white patchwork just served to highlight the work needed to be done to preserve the historic quality of the two rooms.

Service/Work Requirements

Expectations

- Initial condition survey of the entire building, with emphasis on the two rooms.
- A treatment plan with a recommendation for conservation versus restoration for the South Meeting and Trustee's rooms.
- The treatment plan should encompass the whole room: stenciled ceiling, painted walls, woodwork and floors.
- Detailed cost estimates for treatment work in the South Meeting room.
- Submission should be in the form of a written report suitable to go out to bid.
- Work should be completed within 4 months of contract agreement.

Mandatory Requirements

- Resume and references for the lead consultant.
- Lead consultant must meet the Secretary of the Interior's Professional Qualifications Standards (36 CFR Part 61) Architectural History or Historic Architecture. Preference will be given to qualified members (Professional Associate or Fellow) of the American Institute for Conservation of Historic and Artistic Works (AIC)
- Consultant must have appropriate liability insurance for work in a public building.

Contact Information

Potential consultants are invited to view the conditions Tuesday – Friday, please call 413-498-2455 to speak with Deb or Jane to set up an appointment.

Submission Guidelines

- The chosen consultant will be eligible to submit a bid on the treatment work.
- Proposal package should include a cover letter outlining your understanding of the project, with a detailed scope of work, a lump sum price for services and signed by the owner.
- Lump sum must include all travel and no other costs will be reimbursed.
- Proposals should be in the form of an original hard copy and one copy submitted electronically either CD, flashdrive or email to: dkern@cwmars.org
- The proposal package should be submitted no later than 3:00 pm on October 4, 2016:
Deb Kern, Director
Dickinson Memorial Library
115 Main Street
Northfield, MA 01360

**The Town reserves the right to accept or reject any proposal as they deem in the public's best interest.
Any contract will be with the Town of Northfield who is the awarding authority.**

Attached: Representative photographs.

