

**Invitation to Prospective Candidates for Contractor
INVITATION/REQUEST FOR PROPOSALS – Long Form
Conway Public Library North Historic Entrance Reconstruction and Preservation
Conway, New Hampshire
August 31, 2023**

The Conway Public Library in Conway, New Hampshire invites **Contractors** to submit their proposals (RFP) and sealed fee bids for the **Conway Public Library North Historic Entrance Reconstruction and Preservation in Conway, New Hampshire**. Those interested are required to review and respond to the documents which include:

**Advertisement/Notice to Contractors – Short Form
Invitation to Prospective Candidates for Contractor/RFP – Long Form
RFP Bid Form**

The Conway Public Library invites prospective candidates to apply for the role of Contractor. The Project consists of a **single-phase project**. The Owner intends to operate continuously during the project.

The final Contract Documents including Drawings and Specifications will be available digitally at Conway Public Library's website and for print at Am-At-Uer Service in Portland, Maine for Contractor review by **Wednesday September 6, 2023**.

The **RFP Proposal Form and Bid Form** must be completed and returned to Elizabeth (Liz) Reynolds, at the email address below, on or before **Thursday, October 5, 2023 at 5 P.M. local time**.

Any questions pertaining to this application shall be addressed to the Elizabeth (Liz) Reynolds of Barba + Wheelock, by email: ereynolds@barbawheelock.com or phone at 207-772-2722 x 405.

The Project consists of the Reconstruction and Preservation of the Conway Public Library North Historic Entrance, 15 Greenwood Avenue in Conway, New Hampshire.

Project Description: The Work involves the reconstruction and preservation of the North Historic Entrance of approximately 770 SF of the Conway Public Library. Work includes but is not limited to, repointing with cement-lime mortar, stone cleaning, stone restoration, masonry mortar and grout, cast stone masonry, reassembly of historic stone facade, wrought iron railing, and joint sealants. One of the primary tasks for the project will be installation of three large cast stone architectural elements, two roughly 14 foot tall by 2 foot diameter column shafts and a roughly 8 foot tall by 7 inch wide and 11 inches deep pilaster.

In a separate written document that the Contractor prepares please respond to each of the following topics. Selection of the Contractor will be based on scored evaluations of their answers to the questions by the following criteria:

Item No.	Description	Consideration
1	<p>List and describe three projects whereby you have successfully led a masonry reconstruction/preservation process on a landmark building with Construction services ... with a Guaranteed Maximum Price.</p> <p>List and provide examples of projects that demonstrate your experience working with historic brownstone buildings. Based on your review of the drawings and site, describe any potential issues of this project.</p>	20%
2	<p>During Construction Services: Describe your process and schedule to achieve most effective results while working closely with the project team: Architect/Engineer, Town of Conway, and the Conway Public Library Building Committee.</p>	20%
3	<p>Who will be assigned to this project? Elaborate on their qualifications in terms of direct experience with similar projects.</p> <ul style="list-style-type: none"> - Provide resumes for the Foreman and Key Personnel. 	20%
4	<p>Provide three (3) references with phone and email contact information. The Owner intends to contact references to discuss the same questions as listed above.</p>	20%
5	<p>Construction Phase Services Lump Sum for Total Project</p>	20%

In addition, all selected Contractors will be required to provide **a completed RFP bid form** (see attached) and offer services in a competitive range.

Final selection will be based on the Owner's determination of qualifications, skill, expertise, ability to perform, and the bid form information. Lump sum fees will be taken into account but may not be the main determinate of selection.

Contract Documents will be sent electronically via email from ereynolds@barbawheelock.com at no cost to Contractors who have registered with Elizabeth (Liz) Reynolds for updates on project Bidding. Non-refundable hard copy Contract Documents (complete set of drawings and specifications) are available to purchase in paper format for \$65 plus tax and shipping from Am-at-ur Service, 231 Oxford Street, Portland, ME 04101, 207-772-7006. The payment shall be either by credit card or by check payable to Am-At-Uer-Services. Bidders picking up documents are advised to verify their availability beforehand.

The schedule for decisions is as follows:

Milestone	Deadline
RFP released for advertisement.	On or about August 31, 2023
Mandatory Contractor walk-through of the library. Meet at 15 Greenwood Avenue, Conway, New Hampshire, North Historic Entrance.	Thursday, September 21, 2023 10:00 A.M. local time
Contractor responds to RFP to Barba + Wheelock office.	October 5, 2023 By 5:00 PM local time
Evaluation of the RFP submissions and invitation to select list of Contractors for interview.	By October 12, 2023
Contractor Interviews	October 17 and 18, 2023 Tuesday, morning Wednesday, all day
Contractor Selection	Week of October 30, 2023
On-site construction must begin before	On or about May 15, 2024