

**Chatham Historical Society Atwood House Preservation Project**  
**REQUEST FOR PROPOSAL**

The Chatham Historical Society is soliciting proposals from fully qualified contractors for the four part restoration and preservation work specified below:

I. Roof repair -- Roof repairs are the most urgent. Even though the roof frame has undergone substantial repair and has experienced some failures of its joints and members through time, most of the framing still dates from the 18<sup>th</sup> century. For this reason, a conservative, surgical repair is to be conducted—not a wholesale roof replacement. Four specific repairs are called for:

- The marginal and failed roof timbers must be replaced in kind so the functional integrity of the roof frame is restored. Seventy of the roof timbers are thought to be sound, and 12 may be in a marginal or failed condition.
- All shingles, flashings, and other roof coverings must be carefully stripped;
- The planking must be repaired to match the historic roof sheathing;
- Cedar shingles should be installed as a new roof covering, and flashings should be replaced and integrated into the roof.

2. Windows and Atwood House front door repairs – The House has 21 windows, dating from the 19<sup>th</sup> century. The frames exhibit significant deterioration and, in some instances, are being held together with filler and paint. Two activities must be undertaken in this category of repairs:

- The period glazing must be removed from about 12 of the sashes, the wood oiled, and the glass re-set.
- In addition to the windows, the slant of the front door sill must be corrected, as it now pitches inward, directing water into the house; there are also several large cracks and decay as a result, which must be repaired.

3. Regrading and drainage – Significant drainage work must be undertaken to reduce water accumulation around the House. And re-grading of the soil is needed to keep moisture away from side walls, wood, and shingles and to prevent further rot and decay. Two activities should be conducted:

- Perform regrading around the House, and
- Build foot drains to lessen the future accumulation of water without intruding on the historic finish of the House.

4. Central Chimney repair and reform – Three activities must be addressed to improve the condition of the central chimney:

- Softer, vapor-permeable materials must be introduced to all parts of the central chimney to reduce moisture in the masonry;
- the chimney cap must be rebuilt—and coordinated with the roof repair—so the cap matches more closely its appearance in photos by the Historic American Buildings Survey; and
- top-mounted dampers should be installed in the chimney to stop rainwater from flowing down the flues.

Proposals must be received on or before 5:00 pm., August 28, 2009, at the CHS, 347 Stage Harbor Road, P.O. Box 381, Chatham, MA 02633 (telephone 508-945-2493). Faxed or emailed bids will not be accepted. Each bidder must examine the location and extent of the proposed restoration and preservation efforts, and determine any unusual conditions or hazards to be met in performing the work. Bidders are advised to examine the site and adjacent premises; means of approach; facilities for unloading, storage and handling of materials; and general job conditions so as to be thoroughly informed of all difficulties involved in the completion of the work. Failure to do so will not relieve bidders of any of the obligations assumed by acceptance of the work.

Site visits can be arranged through the CHS office. At least one of the following individuals must be present during such visits: Spencer Grey, Chairman of the Executive Board; Mark Wilkins, Executive Director/Curator; and/or Reed Hertford, Chairman, Executive Board Development Committee. The times and dates of such visits should be noted in the proposals which are submitted.

Proposals must contain the following, four principal parts. Appendices will be accepted as well.

- Thorough descriptions of the qualifications of prime contractors to conduct the Phase I work proposed, with specific note of previous restoration work undertaken and successfully completed on 18<sup>th</sup> and 19<sup>th</sup> century frame structures. Three performance references should also be provided, along with assurances that necessary licenses and insurances are up to date.
- The work to be undertaken should be completely detailed, and any substantial deviations from that described above will need to be explained and justified. The starting and ending dates for the work should be indicated.
- The prospective use of any sub-contractors should be noted, along with their names, addresses, and qualifications for undertaking the restoration work described in this RFP. The CHS must be assured that it will be indemnified from sub-contractor claims.

- Costs for the work proposed must be detailed, as well as the equipment or other merchandise that will be furnished, covering the details of construction, kinds of materials, quality of work, and guarantees of performance.

The prime contractor will operate under the direction of the Chatham Historical Society's Executive Director/Curator, Mark Wilkins. All matters pertaining to the work will be referred to Mr. Wilkins.

Nothing in this RFP shall in any manner obligate either the Chatham Historical Society or any respondent to provide or pay for any services without a further written agreement. The Chatham Historical Society reserves the right, in its sole discretion, to reject any and all proposals made by any respondent to this Request for Proposal, and to terminate discussions with any respondent at any time.

Spencer Grey, Chairman  
Executive Board,  
Chatham Historical Society

Mark Wilkins,  
Executive Director/Curator  
Chatham Historical Society