
THE SADDLERY: PHASE I RESTORATION
SCOPE OF WORK
WARSAW, VA



SUBMITTED BY THE SADDLERY FOUNDATION
NOVEMBER 2019

Purpose of the Request

The services of a qualified firm is required to provide professional architectural, engineering and construction services to for the Phase I Restoration of an historic structure.

The Saddlery, a 186-year old building, located within the Town of Warsaw, VA has been relocated twice within the last 87 years and contains surviving architectural elements from the 1830s and 1930s. Since it's 2018 relocation, the building has received a new foundation but very little else has been done. The exterior stairs, lower level doors and windows, (removed for the relocation) are in need of replacement. The excavated area surrounding the building has not been filled resulting in significant ponding on the exterior and interior of the lower level, as a consequence, waterproofing and a sufficient drainage system are required. In addition, an ADA compliant handicap ramp with railing is needed to provide handicap access to the lower level of the structure.

Work should preserve the structure's existing 1830s and 1930s architectural style and original details and resolve drainage issues while keeping costs to a minimum.

Bidding Information

Sealed bids are to be received at the Warsaw Town Office, 78 Belle Ville Lane, Warsaw, Virginia 22572 by no later than **Tuesday, January 7th at 1:00 PM**. Any bids received after this date and time will be considered void. Bids shall be addressed to Michele Brumfield, Friends of the Saddlery Foundation. Any questions concerning the project may also be sent to Michele Brumfield at michelebrumfield@yahoo.com.

Bids shall be lump sum and include all of the services described herein. The lowest bid shall be selected unless the organization feels that the lowest bidder is unable to execute the scope of work, at which time the organization shall select the next lowest bid. Acceptance of the low bid does not qualify as a legally binding selection of a contractor for work. Once selected, a formal contract shall be executed between both parties. An agreement in lieu of a bond is acceptable for this project.

Project Budget- \$40,000

The proposed budget for the work required should include all labor, materials, equipment, and services required for the Phase I Restoration of the structure, including permitting, compliance with all state and local codes and construction of the project, as applicable. All work is to be completed as identified in the task section.

The contents of the proposal submitted by the successful applicant and all modifications made thereof, will become part of any contract awarded.

Background

The Saddlery, a one-story building fashioned of handmade brick, was constructed in 1832-1833, and formerly sat at the corner of present day Route 360 and Main Street in Warsaw, VA. Businesses to occupy the building included a harness shop, a post office, a millinery shop, a medical practice, the selective service and lawyer offices. located within the Town of Warsaw

In 1931, arrangements were made to relocate the Saddlery a few hundred feet west to allow for the construction of a new grocery store. Over the course of several weeks, the building was dismantled, lifted and moved to its new location where it remained for 87 years.

In 2017, under the threat of demolition, concerned citizens organized Friends of the Saddlery to save the building. Through generous donations and contributions, Friends of the Saddlery raised the funds necessary to relocate the building to a new section of town. The Saddlery moved to its new location near the Warsaw Town and Dog Park in 2018 where it awaits restoration.

Contract Term

The applicant shall include a proposed contract time in the proposal submission; the contract time will be one of the evaluation factors.

Saddlery Restoration Phase I Tasks

1. Prep/Install concrete in basement area---*in accordance with engineered drawings*
2. Prep/Install concrete for NEW sidewalk – *in accordance with engineered drawings*
3. Water-proof membrane installation around entire perimeter of building
4. Install NEW 200amp Electrical Service panel and meter
5. Install Handicap ramp-*in accordance with engineered drawings*
6. *Install NEW new treated stairs and landing - salt treated lumber – in accordance with engineered drawings*
7. *Install Handrail system on Handicap ramp and deck – in accordance with engineered drawing*
8. Install NEW sump pump and drainage system
9. Install 4-NEW windows in basement area (insulate, seal, trim)
10. Install NEW basement entry door (insulate, seal, trim)
11. Install backfill material around perimeter of building

Restoration Standards

The work currently required for the Saddlery: Phase I Restoration is not expected to impact the 1830s or 1930s historic fabric of the building, however, in the event historic sections will be impacted the following general standards, as well as the Secretary of the Interior’s Standards

for the Treatment of Historic Properties (1992) should govern the specific approach to preservation/restoration and the use of the exterior and interior of the property:

1. Every reasonable attempt should be made to provide for compatible uses that require minimal alterations.
2. The proposed uses of the property must maximize both immediate and long ranges preservation of the structure and its environment.
3. The distinguishing qualities and characteristics of the property shall not be destroyed.
4. Distinctive architectural and/or significant site features are not to be altered, and any historic material identified in the course of renovations is not to be removed without thorough consultation with experienced professionals in the field of preservation and/or historic architecture.
5. With regard to the interior of the property, preference is for historical fabric to be preserved.

The Secretary of the Interior's Standards for Rehabilitation

The restoration, rehabilitation, and on-going maintenance of the structure should adhere to historic preservation standards. See: <http://www.nps.gov/history/hps/TPS/tax/rhb/stand.htm>

The Standards (U.S. Department of Interior regulations, 36 CFR 67) pertain to historic buildings of all materials, construction types, sizes, and occupancy and encompass the exterior and the interior, related landscape features and the building's site and environment as well as attached, adjacent, or related new construction. The Standards are to be applied to specific rehabilitation projects in a reasonable manner, taking into consideration economic and technical feasibility.

1. A property shall be used for its historic purpose or be placed in a new use that requires minimal change to the defining characteristics of the building and its site and environment.
 2. The historic character of a property shall be retained and preserved. The removal of historic materials or alteration of features and spaces that characterize a property shall be.
 3. Most properties change over time; those changes that have acquired historic significance in their own right shall be retained and preserved.
 4. Distinctive features, finishes, and construction techniques or examples of craftsmanship that characterize a property shall be preserved.
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5. Deteriorated historic features shall be repaired rather than replaced. Where the severity of deterioration requires replacement of a distinctive feature, the new feature shall match the old in design, color, texture, and other visual qualities and, where possible, materials. Replacement of missing features shall be substantiated by documentary, physical, or pictorial evidence.
 6. Chemical or physical treatments, such as sandblasting, that causes damage to historic materials shall not be used. The surface cleaning of structures, if appropriate, shall be undertaken using the gentlest means possible.

Qualification Requirements

Qualification requirements for all contracts shall include, but not be limited to, the following:

- CLASS A Commercial License.
- LBP Certification.
- Proof of General Liability Insurance Certification.
- Thorough and extensive experience with historic structures and architecture.
- Familiarity with local, state and federal standards, and regulations.
- Available resources to perform the work in a timely manner. All individuals/firms submitting proposals must be authorized as required by law to transact business in the Commonwealth. The Offeror's Authorization to Transact Business in the Commonwealth number (SCC #) issued by the Commonwealth of Virginia State Corporation Commission shall be noted on Page 1 of this RFP and included with the proposal submission. Proposals submitted without proof of Authorization, or without a noted exemption from the Virginia State requirement will be rejected. All Authorization to Transact Business in the Commonwealth numbers and exemptions will be confirmed by the Procurement Manager prior to proposal distribution.