

**NOTICE TO HISTORIC RESTORATION
GENERAL CONTRACTORS**

The Phoenix House seeks experienced Historic Restoration General Contractors who specialize in the exterior restoration of 18th – 19th century architecture, brick and stone masonry restoration, finish carpentry restoration, metal roofing, window restoration, and surface preparation and painting of historical surfaces to submit prequalification statements for the:

Exterior Restoration
of the Phoenix House,
Borough of Mendham
2 West Main Street,
Mendham, New Jersey 07945

The project generally consists of the following:

1. Replacement of standing seam metal roof.
2. Brick and stone repointing and composite patching.
3. Window restoration.
4. Finish carpentry restoration.
5. Surface preparation and painting of plaster and finish carpentry.

Qualification Statements must be submitted in duplicate in a sealed envelope properly marked with the contractor's name and address;

To: Borough of Mendham
2 West Main Street,
Mendham, NJ 07945

ATTN: Lauren McBride, Acting Borough Clerk

Marked: Exterior Restoration of the Phoenix House,
Borough of Mendham

On: _____

All respondents will be notified in writing of the decision as to qualifications. Only those determined to be pre-qualified Historic Restoration General Contractors for this project will be invited to submit bids for the work.

This property is listed on the New Jersey and National Registers of the Historic Places. All prospective bidders must demonstrate experience in the successful completion of projects of similar scope and nature that followed the Secretary of the Interior's *Standards for the Treatment of Historic Properties* (Revised 1995) performed to the satisfaction of the Owner.

To request a pre-qualification package, contact Lauren McBride, Acting Borough Clerk by email at lmcbride@mendhamnj.org or all 973-543-7152 Ext. 15 For questions about the prequalification process, contact Margaret Hickey at 973-746-4911 ext. 109

BIDDER'S PREQUALIFICATION PACKAGE

EXTERIOR RESTORATION

OF THE PHOENIX HOUSE

2 West Main Street,
Mendham, New Jersey 07945

BOROUGH OF MENDHAM

2 West Main Street,
Mendham, NJ 07945

CONNOLLY & HICKEY
HISTORICAL ARCHITECTS, LLC
P.O. Box 1726
Cranford, New Jersey 07016

DATE: 27 August 2024

**EXTERIOR RESTORATION OF THE
PHOENIX HOUSE**

PROJECT FACT SHEET

Project: EXTERIOR RESTORATION OF THE PHOENIX HOUSE

Location: 2 West Main Street,
Mendham, NJ 07945

Local Unit Borough of Mendham
2 West Main Street,
Mendham, NJ 07945

Local Unit Contact: Lauren McBride, Acting Borough Clerk
(973) 543-7152 ext. 15 (tel)

Architect: Connolly & Hickey Historical Architects, LLC
Thomas B. Connolly, AIA, Principal Architect
P.O. Box 1726
Cranford, New Jersey 07016
973-746-4911 (tel)
973-746-2080 (fax)

Background Information: The Phoenix House is a Federal style building constructed circa 1820. William Phoenix operated the building as an inn along Washington Turnpike, today's Route 24/Main Street, which was completed to Mendham in 1810. William Phoenix purchased the property in 1820; it may originally have served as a women's seminary. In 1840, a double-height portico was added at two sides of the inn to make it more visually appealing to travelers. The house was purchased from the Phoenix family in 1919 and served as a tea and antiques shop until 1938, when it became the Mendham Borough Hall, the use it retains today. The Phoenix House retains many of its original features and is a fine example of the Federal style. All work performed on the building shall comply with the Secretary of the Interior's *Standards for the Treatment of Historic Properties*.

Project Objective: The Phoenix House seeks experienced Historic Restoration General Contractors who specialize in the exterior restoration of 18th – 19th century architecture, brick and stone masonry restoration, finish carpentry restoration, metal roofing, window restoration, and surface preparation and painting of historical surfaces to submit prequalification statements.

Potential Project Funding: Morris County Historic Trust Funds/Preserve New Jersey Historic Preservation Trust Fund

Scope of Work: The project consists of the following elements:

1. Replacement of standing seam metal roof.
2. Brick and stone repointing and composite patching.
3. Window restoration.
4. Finish carpentry restoration.
5. Surface preparation and painting of plaster and finish carpentry.

**EXTERIOR RESTORATION OF THE
PHOENIX HOUSE**

STATEMENT OF GENERAL NOTICE:

The Phoenix House is located at 2 West Main Street, Mendham, New Jersey. All work completed on this project must conform to the Secretary of the Interior's *Standards for the Treatment of Historic Properties* (Revised 1995), and is subject to review by the New Jersey Historic Trust. The Borough of Mendham seeks experienced Historic Restoration General Contractors who specialize in restoration of historic buildings for the exterior restoration at the Phoenix House.

The scope of the work for this single contract is primarily for:

1. Replacement of standing seam metal roof.
2. Brick and stone repointing and composite patching.
3. Window restoration.
4. Finish carpentry restoration.
5. Surface preparation and painting of plaster and finish carpentry.

This work will be in accordance with the project bidding documents. A set of preliminary plans illustrating the general scope of work are available for inspection at the office of Connolly & Hickey Historical Architects, between the hours of 9:00 A.M. to 4:00 P.M. Monday thru Friday.

The Architect is Connolly & Hickey Historical Architects, LLC, P.O. Box 1726, Cranford, New Jersey 07016, telephone (973) 746-4911. The Owner contact is Lauren McBride, Acting Borough Clerk (973) 543-7152 ext. 15 (tel). A fact sheet describing the project and scope of work is attached. All prospective bidders are strongly encouraged to visit the site.

The Borough of Mendham requires that prospective bidders must submit a completed Qualifications Statement as set forth herein. Failure to complete the Qualifications Statement may result in disqualification. All entries on the forms must be completely filled in. Complete Qualifications Statement Forms must be submitted in duplicate to: Lauren McBride, Acting Borough Clerk at 2 West Main Street, Mendham, New Jersey 07945. The Borough of Mendham, the Project Architect and the New Jersey Historic Trust will review the Qualifications Statement Forms according to the Evaluation Criteria set forth herein. Historic Restoration General Contractors whose Qualification Statements are determined to be acceptable will be identified as Qualified Prospective Bidders. Each respondent will be notified in writing of the determination. The Borough of Mendham will issue bid proposal forms, drawings and project manuals including specifications only to Qualified Prospective Bidders. Only bids received from previously Qualified Bidders will be opened. A Qualified Prospective Bidder is not obligated to submit a bid.

**EXTERIOR RESTORATION OF THE
PHOENIX HOUSE**

STATEMENT OF POTENTIAL BIDDERS' QUALIFICATIONS/CRITERIA FOR EVALUATION

The following six (6) criteria will be used for evaluating the qualifications of Potential Bidders. The evaluation will be based on information in the Qualification Statement provided by Prospective Bidders as well as information supplied by the Bidders' references.

1. The Potential Bidder, acting as General Contractor, will be required to demonstrate verifiable, successful experience in Project Supervision and Administration of historic preservation projects. This experience shall include two (2) projects involving separate historic buildings or sites and of similar activities, construction cost and scope of work as the subject project completed in compliance with the Secretary of the Interior's *Standards for the Treatment of Historic Properties* (revised 1995) within the past five (5) years preceding the date of execution of this pre-qualification form. At least one (1) of the projects must have been reviewed by either of the following: State Historic Preservation Office, the New Jersey Historic Trust or the historic review body of a county or municipal authority. The aggregate construction cost of each project must be at least \$250,000.
2. The Potential Bidder's proposed project supervisor will be required to demonstrate verifiable, successful experience in Project Supervision and Administration of historic preservation projects. This experience shall include two (2) projects involving separate historic buildings or sites and of similar activities, construction cost and scope of work as the subject project. These projects shall have been in compliance with the Secretary of the Interior's *Standards for the Treatment of Historic Properties* (Revised 1995) within the past five (5) years preceding the date of execution of this pre-qualification form. At least one of the projects must have been reviewed by either of the following: State Historic Preservation Office, the New Jersey Historic Trust or the historic review body of a county or municipal authority. The aggregate construction cost of each project must be at least \$250,000.
3. The Potential Bidder must provide a list of the names, titles and years of experience of all principal members of the potential bidder's staff who will be available and assigned to this particular project.
4. The Potential Bidder's firm or any predecessor firm must have not wrongfully defaulted on a contract or had work terminated for non-performance within the past five (5) years.
5. The Potential Bidder's firm or any predecessor firm must not have been denied a consent of surety, a bid guarantee or a performance bond within the past twelve (12) months based on the Potential Bidder's inability to meet the surety's reasonable underwriting standards.
6. On all projects currently underway, the prospective bidder must demonstrate the following:
 - a. Adherence to the project completion schedule mutually agreed upon between the contractor and the client. Deviation from the schedule must be due to factors outside of the contractor's control.
 - b. Lack of workmanship defects resulting from a failure to build a structure or component part of a structure pursuant to architectural and engineering plans and specifications.
 - c. Timely submittal of shop drawings, product literature, samples, mock-ups, requests for information and applications for payment.

**PREQUALIFICATION REGULATIONS
EXTERIOR RESTORATION OF THE
PHOENIX HOUSE**

Potential Bidder's Qualification Statement

This form must be completed and submitted by Prospective Bidders who wish to be considered for this work. Failure to complete the Qualification Statement may result in disqualification of the Prospective Bidder. Attachments to this sheet are acceptable. Please properly label all attachments.

1. Name and Address of Firm: _____

A. Under what other name(s) has your business operated? _____

B. Business form (corporation, partnership, etc.): _____

Date of formation: _____

Principal location: _____

Names of Officers of Corporation, or Partners: _____

2. Provide a list of names, titles and years of experience of all principal members of the potential bidder's staff who will be available and assigned to this particular project. Please properly label that attachment.
3. Has your firm or any predecessor firm defaulted on a contract or had work terminated for non-performance within the last five (5) years? If so, on a separate sheet, describe the project, owner, date and circumstances/reasons.
4. Has your firm or any predecessor firm been denied a consent of surety, bid guarantee or performance bond within the last twelve (12) months based on potential bidder's inability to meet the surety's reasonable underwriting standards? If so, on a separate sheet, describe the circumstances/reasons.

**PREQUALIFICATION REGULATIONS
EXTERIOR RESTORATION OF THE
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5. General Contractor

Provide evidence of successful experience on two (2) projects involving separate historic buildings or sites and of a similar nature, construction cost and scope of work as the subject project completed in compliance with the Secretary of the Interior's *Standards for the Treatment of Historic Properties* (Revised 1995) within the past five (5) years preceding the date of the execution of this pre-qualification form. At least one of the projects must have been reviewed by either of the following: State Historic Preservation Office, the New Jersey Historic Trust or the historic review body of a county or municipal authority. The aggregate construction cost of each project must be at least \$250,000.

Project One

Project Name: _____

Location: _____

Construction Cost: _____

Completion Date: _____

Approximate Construction Date of Historic Building or Site: _____

Project Supervisor: _____

Scope of Work and Nature of Project: _____

Owner: _____

Owner's Contact Person: _____

Phone: _____ Fax: _____

Architect: _____

Architect's Contact Person: _____

Phone: _____ Fax: _____

Historic Review Agency: _____

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**PREQUALIFICATION REGULATIONS
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Project Two

Project Name: _____

Location: _____

Construction Cost: _____

Completion Date: _____

Approximate Construction Date of Historic Building or Site: _____

Project Supervisor: _____

Scope of Work and Nature of Project: _____

Owner: _____

Owner's Contact Person: _____

Phone: _____ Fax: _____

Architect: _____

Architect's Contact Person: _____

Phone: _____ Fax: _____

Historic Review Agency: _____

**PREQUALIFICATION REGULATIONS
EXTERIOR RESTORATION OF THE
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6. Proposed Project Supervisor

Provide evidence of successful experience on two (2) projects involving separate historic buildings or sites and of a similar nature, construction cost and scope of work as the subject project completed in compliance with the Secretary of the Interior's *Standards for the Treatment of Historic Properties* (Revised 1995) within the past five (5) years preceding the date of the execution of this pre-qualification form. At least one of the projects must have been reviewed by either of the following: State Historic Preservation Office, the New Jersey Historic Trust or the historic review body of a county or municipal authority. The aggregate construction cost of each project must be at least \$250,000.

Name and Address of Project Supervisor who worked on the following two projects that meet the above requirements: _____

Years of Experience _____

With Whom _____

Project One

Project Name: _____

Location: _____

Construction Cost: _____

Completion Date: _____

Approximate Construction Date of Historic Building or Site: _____

Scope of Work and Nature of Project: _____

Owner: _____

Owner's Contact Person: _____

Phone: _____ Fax: _____

Architect: _____

Architect's Contact Person: _____

Phone: _____ Fax: _____

Historic Review Agency: _____

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**PREQUALIFICATION REGULATIONS
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Project Two

Project Name: _____

Location: _____

Construction Cost: _____

Completion Date: _____

Approximate Construction Date of Historic Building or Site: _____

Scope of Work and Nature of Project: _____

Owner: _____

Owner's Contact Person: _____

Phone: _____ Fax: _____

Architect: _____

Architect's Contact Person: _____

Phone: _____ Fax: _____

Historic Review Agency: _____

**PREQUALIFICATION REGULATIONS
EXTERIOR RESTORATION OF THE
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7. **General Contractor**

Provide the following information on all current projects in progress:

Project Name: _____

Location: _____

Owner: _____ Phone: _____

Owner's Contact Person _____ Phone/Fax: _____

Architect: _____ Phone/Fax: _____

Contract Amount: _____

Scheduled Completion Date: _____

Architect's Contact Person: _____

Phone: _____

Project Name: _____

Location: _____

Owner: _____ Phone: _____

Owner's Contact Person _____ Phone/Fax: _____

Architect: _____ Phone/Fax: _____

Contract Amount: _____

Scheduled Completion Date: _____

Architect's Contact Person: _____

Phone: _____

**PREQUALIFICATION REGULATIONS
EXTERIOR RESTORATION OF THE
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Project Name: _____

Location: _____

Owner: _____ Phone: _____

Owner's Contact Person _____ Phone/Fax: _____

Architect: _____ Phone/Fax: _____

Contract Amount: _____

Scheduled Completion Date: _____

Architect's Contact Person: _____

Phone: _____

Project Name: _____

Location: _____

Owner: _____ Phone: _____

Owner's Contact Person _____ Phone/Fax: _____

Architect: _____ Phone/Fax: _____

Contract Amount: _____

Scheduled Completion Date: _____

Architect's Contact Person: _____

Phone: _____

**PREQUALIFICATION REGULATIONS
EXTERIOR RESTORATION OF THE
PHOENIX HOUSE**

Project Name: _____

Location: _____

Owner: _____ Phone: _____

Owner's Contact Person _____ Phone/Fax: _____

Architect: _____ Phone/Fax: _____

Contract Amount: _____

Scheduled Completion Date: _____

Architect's Contact Person: _____

Phone: _____

Project Name: _____

Location: _____

Owner: _____ Phone: _____

Owner's Contact Person _____ Phone/Fax: _____

Architect: _____ Phone/Fax: _____

Contract Amount: _____

Scheduled Completion Date: _____

Architect's Contact Person: _____

Phone: _____

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**PREQUALIFICATION REGULATIONS
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CERTIFICATION

I (We) the undersigned certify the truth and correctness of all statements and answers contained herein:

DATE: _____

NAME OF POTENTIAL BIDDER: _____

ADDRESS OF POTENTIAL
BIDDER: _____

TELEPHONE AND FAX: _____

BY (Sign name, no stamps): _____

Print/Type Name and Title: _____

WITNESSED (If a Corporation, by the Secretary of the Corporation)

BY (Sign name, no stamps): _____

Print/Type Name and Title: _____

Subscribed and sworn before me
This _____ day of _____, _____.

Notary Public of the

State of _____

My Commission expires

(Seal)