Congregation Mishkan Israel, Hamden, CT

Historic Resource Conditions Assessment Report

REQUEST FOR PROPOSALS

May 17, 2021

Congregation Mishkan Israel (CMI) in Hamden, Connecticut is seeking proposals for architectural services to develop a Conditions Assessment Report for CMI’s synagogue building, built in 1960. The project is funded by a grant from the Community Investment Account of the State of Connecticut, as administered by the Department of Economic and Community Development, State Historic Preservation Office (SHPO). Work must be performed in accordance with SHPO standards and meet the Secretary of the Interior’s Standards for the Treatment of Historic Properties and be prepared by a consultant team that meets the federal qualifications standards under 36 CFR Part 61 for Historical Architect.

Serious (fully vacinnated) applicants may arrange a pre-bid walkthrough of the Congregation Mishkan Israel synagogue at 785 Ridge Road, Hamden, Connecticut. Applicants are expected to follow Center for Disease Control (CDC) guidelines for safety around the COVID19 pandemic. The meeting will include a walkthrough of both the CMI building and grounds. All questions pertaining to this Invitation to Bid must be submitted in writing to Administrator Merav Canaan (785 Ridge Road, mcanaan@cmihamden.org, and 203-288-3877x241) no later than July 15, 2021. The last addenda will be distributed no later than July 15, 2021.

Sealed proposals must be received by **August 1, 2021 at 5:00 PM**. CMI reserves the right to award in part, to reject any and all proposals in whole or in part, or waive technical defects, irregularities, and omissions if, in its judgment, the best interest of the CMI will be served.

The request for proposal is available from:

Congregation Mishkan Israel

Attn: Merav Canaan

785 Ridge Road

Hamden, CT 06517

203-288-3877, x241

mcanaan@cmihamden.org

Affirmative Action – Equal Opportunity Employer. Women and Minorities are encouraged to submit a proposal. This project received funding from the Department of Economic and Community Development with state funds from the Community Investment Act of the State of Connecticut.

**Selection Criteria**

The selection for the award will be based on lowest responsible and qualified bidder. Responsibility will be evaluated based on the candidate’s previous experience, qualifications of the bidder including quality of the proposal to address the specific needs of the CMI building, references, quality of samples (previous work products), previous experience, and the ability to competently complete the work within the allotted budget and period of time. The proposer must be approved by the Department prior to award. The Building and Grounds Committee of CMI expects to select an architect and award a contract on or about August 31, 2021.

**Description of Project**

Recommended for listing on the National Register of Historic Places on March 26, 2021 by the Connecticut State Review Board, Congregation Mishkan Israel’s synagogue is a significant one-and-two-story 330 x 180 feet example of mid-twentieth century Modern architecture located at 785 Ridge Road in Hamden, Connecticut, just north of New Haven. German-born architect Fritz Nathan designed the religious facility and completed construction in Fall of 1960. The irregularly shaped, steel-frame, limestone brick, plate glass, and stained-glass building blends the streamlined elements of the Modern style with symbolism, high artwork, and traditional craftsmanship. The design incorporates stained-glass windows, designed by Robert Pinart and Jean-Jaques Duval. Internationally famous activist artist Ben Shahn designed the ark, which holds the Torah (s). The building design also incorporates mechanical features to allow for flexibility of space. The purpose of the project is to produce a report of the Congregation Mishkan Israel’s current existing conditions and produce a report to include all items addressed in the scope of work below. The project requires a qualified Historical Architect, ideally one with experience working on Modern-era and style buildings. The proposer is expected to coordinate efforts with the project coordinator, Leah Glaser.

The proposal may also need to do a site file review at the State Historic Preservation Office in Hartford, Connecticut.

**Scope of Work**

The Consultant will:

-Consult with the CMI’s representatives regarding the needs and goals of the project.

-Produce a report that includes the following:

* An assessment of the resource’s current, existing conditions on a comprehensive basis (Interior and Exterior, Top to Bottom) including a summary description and evaluation of the building systems: electrical, plumbing, HVAC, fire protection, etc.
* A prioritized action list regarding building materials, current or future failure of those materials, code violations, and ADA accessibility
* A prioritized list of recommendations for the appropriate treatment of deteriorated historic elements. Recommendations must be consistent with the Secretary of the Interior’s Standards for the Treatment of Historic Properties, consider the potential impact of recommended treatments, and avoid significantly altering the property’s historic character and context.
* Cost estimates and/or a proposed budget in the report for each of the recomnendations
* Record of any previous existing conditions recordation including site plans, “as built” floor plans and elevations, detail photographs or drawings of significant features, context photo-documentation, and existing conditions detail photo-documentation.

The conditions assessment will be prepared by a 36 CFR Part 61 Qualified Architect.

The project will be done in accordance with the Secretary of the Interior Standards for the treatment of historic properties and the procedures of the Department of Economic and Community Development (DECD), State Historic Preservation Office (SHPO). Methodology will follow guidelines of the Connecticut State Historic Preservation Office.

Existing Drawings: Most original building drawings and blueprints are on site, as well as digital copies of architect’s papers regarding work in the building.

**Deliverables**

Congregation Mishkan Israel will require one physical and one digital copy of a final report.

The State Historic Preservation will receive one electronic copy of the report.
The printed product must also acknowledge the Connecticut State Historic Preservation Office.

**Project Timetable**

The project shall begin on October 1, 2021 and is to be completed no later than June 17, 2022.

5/17/ 21: Issue of RFP

5/17/21-7/15/21: Inquiry period

6/15/21: Pre-bid Walkthrough

8/2/21 – RFP response deadline

8/2/21 – 9/15/21 Architectural firm interviews and subsequent selection of architectural firm for project.

9/30/21 : State Historic Preservation Office approval of consultant selection; sign contract

4/29/22 : Meet and present draft Condition Assessment Report. CMI reserves the right to request a draft in hard copy paper form at no additional expense if electronic draft is not suitable.

5/27/22 : CMI/SHPO return comments, if any, to consultant

6/17/22: Final Condition Assessment Report due

**Project Requirements**

* The Conditions Assessment Report must meet the Secretary of the Interior’s Standards for the Treatment of Historic Properties and be prepared by a 36 CFR Part 61 qualified Historical Architect.
* Applicants should have experience and knowledge working with mid-century Modern designs, materials, and building systems. The proposed team *must* also include someone with expertise in stained glass conservation.
* Any and all copyright rights or other proprietary interests in the report will be held by the State of Connecticut, DECD, and SHPO. The proposer shall, whenever so requested by the State, sign (with proper notarization or other lawful acknowledgement of its signature) and deliver to the State a letter of agreement, in form and content satisfactory to the State, stating that the proposer thereby irrevocably transfers to the State all of its copyright and proprietary interests.

 **Request for Proposals Conditions**

* All proposals in response to this RFP are to be the sole property of Congregation Mishkan Israel. Proposers are encouraged not to include in their proposals any information that is proprietary. All materials associated with this procurement process are subject to the terms of State laws defining freedom of information and privacy and all rules, regulations, and interpretations resulting from those laws.
* Any product, whether acceptable or unacceptable, developed under a contract awarded as a result of the RFP is to be the sole property of CMI.
* Timing and sequence of events resulting from this RFP will ultimately be determined by CMI.
* The Proposer agrees that the proposal will remain valid for a period of 180 days after the deadline for submission and may be extended beyond that time by mutual agreement.
* CMI may amend or cancel this RFP, prior to the due date and time, if it deems it to be necessary, appropriate or otherwise in the best interest of CMI. Failure to acknowledge receipt of amendments, in accordance with the instructions contained in the amendments, may result in a proposal not being considered.

The Proposer must certify that the personnel identified in its response to the RFP will be the persons actually assigned to the project. Any additions, deletions, or changes in personnel assigned to the project must be approved by CMI in advance of their exclusion or inclusion, with the exception of personnel who have terminated employment. Replacements for personnel who have terminated employment are subject to approval by CMI and the Department. At its discretion, CMI may require removal and replacement of any of the Proposer’s personnel who do not perform adequately on the project in the sole opinion of CMI, regardless of whether they were previously approved by CMI.

* Any costs and expenses incurred by Proposers in preparing or submitting proposals are the sole responsibility of the Proposer.
* A Proposer must be prepared to present evidence of experience, ability, service facilities, and financial condition necessary to satisfactorily meet the requirements set forth or implied in the proposal.
* No additions or changes to the original proposal will be allowed after submission. While changes are not permitted, clarification of proposals may be required by CMI at the Proposer’s sole cost and expense.
* In some cases, Proposers may be asked to give demonstrations, interviews, presentations, or further explanation to the RFPs Screening/ CMI Building Committee.
* The Proposer represents and warrants that the proposal is not made in connection with any other Proposer and is in all respects fair and without collusion or fraud. The Proposer further represents and warrants that the Proposer did not participate in any part of the RFP development process, had no knowledge of the specific contents of the RFP prior to its issuance, and that no agent, representative, or employee of CMI participated directly in the Proposer’s proposal presentation.
* The Proposer agrees to enter into a contract of mutually agreed upon terms with CMI.
* The contract will represent the entire agreement between the Proposer and CMI and will supersede all prior negotiations, representations, or agreements, alleged or made, between the parties. CMI shall assume no liability for payment of services under the terms of the contract until the successful Proposer is notified that the contract has been accepted and approved by the Board of Trustees of CMI. The contract may be amended only by means of a written instrument signed by CMI and the Proposer.
* Rights Reserved to CMI. CMI reserves the right to award, in part, to reject any and all proposals in whole or in part for misrepresentation or if the Proposer is in default of any CMI contract, or if the proposal limits or modifies any of the terms and conditions and/or specifications of the RFP. CMI also reserves the right to waive technical defect, irregularities, and omissions if, in its judgment, the best interest of CMI will be served.
* CMI reserves the right to correct inaccurate awards resulting from clerical errors. This may include, in extreme circumstances, revoking the awarding of a contract already made to a Proposer and subsequently awarding the contract to another Proposer. Such action on the part of CMI shall not constitute a breach of contract on the part of CMI since the contract with the initial Proposer is deemed to be void *ab initio* and of no effect as if no contract ever existed between CMI and the Proposer.

**Proposal Requirements**

Proposal must contain the following items:

* Resumé
* References – include three letters of reference from recent clients.

Provide the name, title, company address, phone number, and email address for each reference.

* Previous work sample-Condition Assessment
* Written affirmation that the Proposer has read and accepts all the RFP’s conditions, CMI’s standard contract and conditions, and CMI’s contract compliance requirements in their entirety and without amendment. The statement must be signed by the Proposer.

All responses to the RFP must conform to the instructions. **Proposals must be submitted in a sealed envelope marked: “RFP Historic Resource Conditions Assessment Report 2021” and must be received by 5:00 PM on August 1, 2021.**

**Address Proposals To:**

Merav Canaan

Congregation Mishkan Israel

785 Ridge Road

Hamden, CT 06517

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