

1.0 Introduction

The Hebron Historical Society is seeking quotes from qualified and experienced construction contractors for renovation work on our building located at 358 Paris Rd., Hebron, Maine 04238. The project includes three distinct construction components: basement structural support and entry door replacement, exterior residing of the front and one side, and removal of a breezeway with new landing and stair construction.

2.0 Background

The Hebron Historical Society is a non-profit organization dedicated to preserving the history of the Town of Hebron and the surrounding Oxford Hills area. The proposed renovations are necessary to ensure the structural integrity of our building and to improve its exterior envelope and accessibility.

3.0 Project Scope of Work

Those interested should submit separate quotes for all three of the projects described below.

Project 1: Basement and Entry Door

- Install a new LVL beam in the basement to provide structural support for the building, as detailed in the attached drawing.
- Remove the existing large hinged door in the basement.
- Install a new standard entry door in the location of the removed door, as indicated on the attached drawing.

Project 2: Exterior Residing (Front and Side)

- Remove the existing siding on the front of the building and the side facing the Hebron Fire Station.
- Install new building wrap over the exposed exterior sheathing.
- Install new composite clapboard siding on both the front and designated side of the building.

Project 3: Breezeway Removal and New Entry

- Demolish and remove the existing small breezeway on the side of the building opposite the fire station.
- After the breezeway is removed, install new building wrap over the now-exposed exterior sheathing.
- Install new composite clapboard siding on this side of the building to match the work described in Project 2.
- Construct and install a new small landing and set of stairs for entry in this area.

4.0 Proposal Requirements

Proposals must be submitted in a clear, organized format and include the following information for each project bid upon:

- **Company Information:** Full legal name of the company, primary contact person, mailing address, phone number, and email address.
- **Proof of Qualifications:** Documentation demonstrating experience with similar building construction or renovation projects. Include references for at least two similar projects completed within the last five years.
- **Project Plan:** A detailed description of the proposed approach, including materials to be used, a project timeline, and any special considerations.
- **Cost Proposal:** A comprehensive and itemized cost breakdown covering all labor, materials, equipment, permits, and other associated costs for each specific project.
- **Insurance:** Proof of general liability insurance and workers' compensation insurance.
- **Permitting:** Confirmation that the bidder will be responsible for obtaining all necessary local permits.

5.0 Submission Instructions

- **Submission Deadline:** Proposals must be received no later than December 31, 2025
- **Method of Submission:** Proposals can be delivered via email or hard copy.

- **Contact for Questions:** James MacDonald is the sole point of contact for this RFP. All questions should be directed to him at the contact information provided below. To ensure fairness, questions and answers may be shared with all those submitting quotes.
- **Site Visit:** A mandatory visit is required. All those submitting quotes are strongly encouraged to visit the site to assess the full scope of the work.

6.0 Evaluation Criteria

Proposals will be evaluated based on the following criteria, with the intent of selecting the quotes that provides the best value and quality of work for the Hebron Historical Society:

- **Experience and Qualifications:** Experience with similar structures and relevant skills.
- **Proposed Methodology:** Clarity and thoroughness of the project plan.
- **Cost:** The total itemized cost for each project.
- **References:** Positive feedback from references on past projects.
- **Timeline:** Feasibility of the proposed project schedule.

7.0 Contact Information

James MacDonald
 Hebron Historical Society
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Emailjimmac@megalink.net

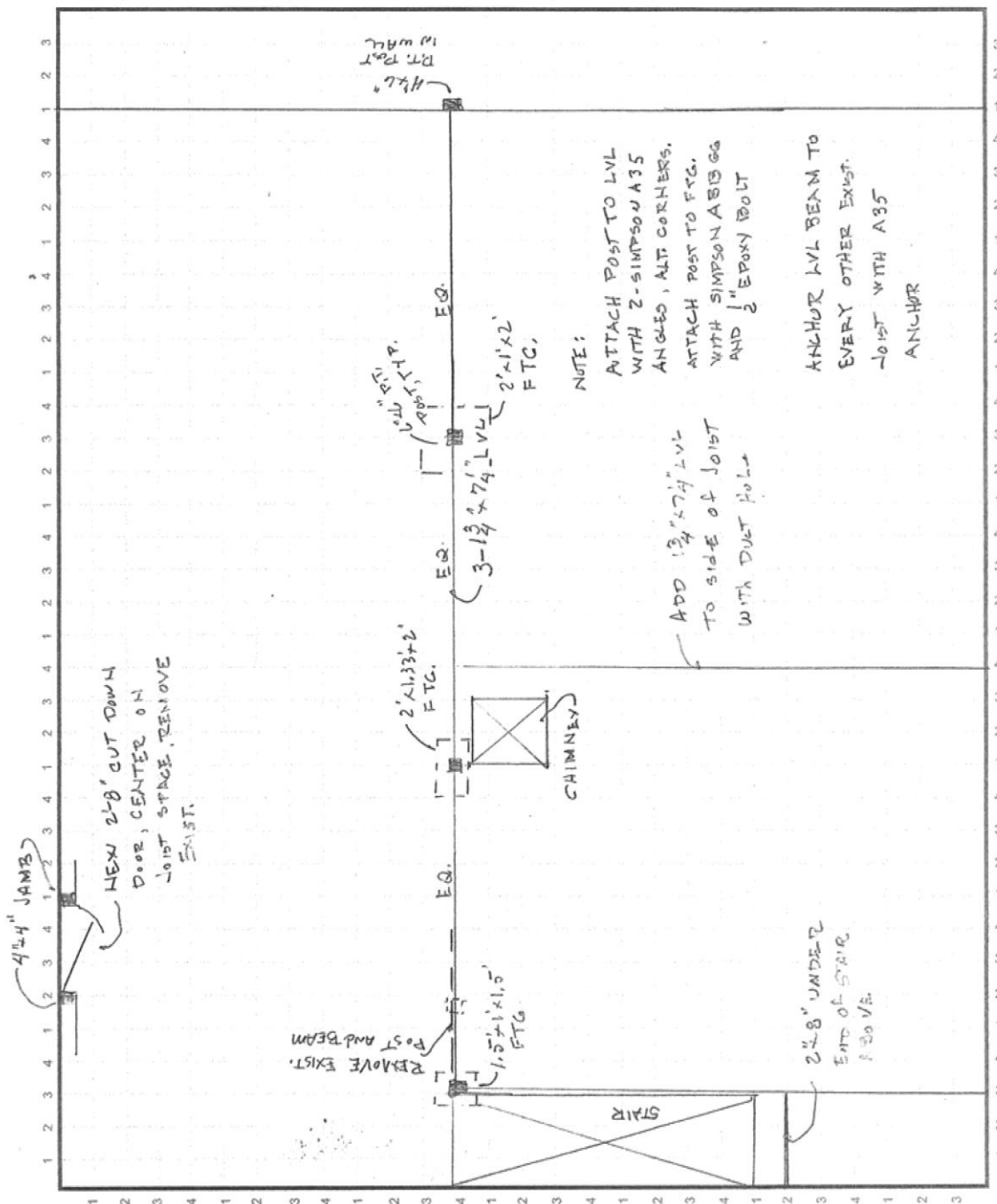
Address: 358 Paris Rd., Hebron, Maine 04238

8.0 Important Notes

- Attached drawing referenced in Project 1 is not included in this draft.
- The Hebron Historical Society reserves the right to accept or reject any and all proposals received as a result of this request, to negotiate with any qualified bidder, or to cancel the RFP in its entirety.



Date: _____ Sheet: _____ of _____



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