

Request for Proposal: Inspection of Old Mill House

Purpose

The purpose of this Request for Proposals (“RFP”) is to solicit competitive proposals from qualified persons and/or firms to determine the structural and essential systems viability of an existing historic structure jointly owned by the Town and Village of Johnson. The municipalities wish to determine the extent of repairs and maintenance required to ensure the building’s ongoing existence and functionality..

Scope

The inspector will review the building and determine the condition of its foundation, structural integrity, and essential systems (electric, plumbing, and heating). If the condition of the building is deemed to be sufficient the inspector will provide recommendations for repairs and maintenance.

Deliverables

The inspector will make a written report on the condition of the foundation, essential systems, and structural integrity of the building. If requested, the inspector will provide a written 5-10 year maintenance and repair plan the building that covers all essential systems and structural attributes. The plan will identify high-priority actions necessary to save the building, and low-priority actions to improve the appearance of the building. The maintenance plan should be shown as expense line items by year and a chart format is encouraged.

Submission

Submission deadline is October 12th. Interested inspectors should submit an estimate electronically to toadministrator@townofjohnson.com. The submission shall include:

1. The qualifications of the person who will complete the building inspection,
2. The cost to review and report on the condition of the building’s foundation, essential systems, and structural integrity, and
3. The cost to develop the 5-10 year maintenance plan.