



**State of Maine**  
**Bureau of General Services**  
**Division of Planning, Design & Construction**

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**Request for Qualifications**  
**Information for Architects and Engineers**

The Department of Agriculture, Conservation, and Forestry, Bureau of Parks and Lands wishes to procure architectural/engineering services for the **Admiral Peary Museum and Library Restoration (BGS# 3476)** at Eagle Island State Historic Site in Harpswell, Casco Bay, Maine.

**Project Description**

Eagle Island was purchased by Admiral Robert E. Peary in 1881. In 1904 Peary hired contractors to build the first version of the Peary Residence. From 1905 to 1912 the residence was modified and expanded upon. An addition was added to the south end of the house and dormers were added to the 2nd story. The porches were enclosed in glass. Stone bastions on the East and West side of the building were added, along with a foundation and cistern.

The State of Maine acquired the island in 1967. The island was added to the National Register of Historic Places in 1971, and in 2015 it was designated as a National Landmark. Currently, the building (which includes a separate library structure in the northwest bastion) and surrounding site is a museum interpreted to the period of Peary's lifetime and it is open to the public from June 15th to Labor Day.

Issues to be mitigated on the structure and site include, but are not limited to, water infiltration and mold growth, deteriorating stonework, an unsupported chimney, damage to various interior trims, and leaking roofs. The following reports, for general reference, are available upon request: *Structural Conditions Assessment* (November 2019), *Mold Assessment* (May 2021), and *Conservation Assessment for Preservation Survey Report* (October 2021).

**Project Scope**

The scope of this project includes, but is not limited to, a building conditions assessment, schedule, and cost estimating, plans and specifications for repairs, a long-term maintenance plan, and project administration. The firm will be required to coordinate this work or additional work with other consultants contracted by the Owner. All project work must meet the Secretary of the Interior's Standards for the Treatment of Historic Properties, Preservation.



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Notable design and engineering tasks included in the project:

- Remediate causes of moisture intrusion in the library, museum, and basement
- Remediate mold, mildew, and other ill effects
- Prevent further damage to historical artifacts in the museum caused by pests
- Repair roofing system to prevent all water infiltration. Include all gutters and downspouts in the design
- Repair foundation and bastion masonry to prevent all water infiltration
- Design proper support at the masonry chimney
- Repair structure of exterior stone stairs
- Repair windows
- Repair/Replace siding as needed
- Repair water-damaged interior features and finishes
- Upgrade the fire suppression system
- Other repair or remediation tasks as needed

Additional considerations:

- The island is closed and inaccessible from Labor Day to June 14th
  - Limited offseason access to the island may be possible
- Access to the island is by boat or helicopter only
- The Architectural/Engineering team will need to coordinate with the conservator chosen by the Bureau of Parks and Lands who will be responsible for removing and cleaning museum artifacts

Qualifications of the selected firm shall include demonstrated familiarity and expertise with similar projects of this type and level of significance. All firms responding to this RFQ must meet the Department of Interior's Professional Qualifications Standards (36 CFR Part 61).



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### **Anticipated Schedule**

RFQ responses due .....	10/12/2022
Short-listed firms notified .....	by 10/26/2022
A/E firm interviews.....	11/1/2022 to 11/10/2022
A/E firm selection .....	11/15/2022
Agreement approved .....	by 12/9/2022
Project duration .....	12/15/2022 – 6/30/2025

### **Submission Requirements**

Interested firms should submit *three paper copies* and *one electronic copy* of a Letter of Interest with a Statement of Qualifications which includes the firm's response to each of the following criteria.

- A. qualifications to undertake this project;
- B. documented experience with budgets, estimating, and project cost control;
- C. list of projects that demonstrate the firm's capabilities;
- D. list of recently completed work of similar type and size projects, with client contact information for each project;
- E. organization of team and profiles of key personnel who would be involved in the project;
- F. statement of current workload and ability to absorb the project; and
- G. list of business references other than those listed above, including contact information.

The *paper copy* of the Letter of Interest and Statement of Qualifications should be sent to Joseph Ostwald, Director, Division of Planning, Design & Construction, 77 State House Station, Augusta, ME 04333-0077 so as to be received no later than **1:00 PM** on **October 12, 2022**. The *electronic copy* of the Letter of Interest and Statement of Qualifications should be sent as an attachment to an email addressed to [BGS.Architect@Maine.gov](mailto:BGS.Architect@Maine.gov) so as to meet the deadline noted above.

Firms responding will be screened and interviewed on the basis of qualifications only. Project fees and specific design solutions for this project will not be discussed during the interview. Specific program information will not be available before the screening of



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qualification packages. The selection committee will rank all firms and negotiate fees with the highest ranked firm.

### **Architect-Engineer Procurement Process**

The standard procurement process of Architect and Engineer design services for public improvements is a Qualification Based Selection (QBS) process per statute (Title 5, §1742 subsection 6), described briefly here.

1. The advertisement of this Request for Qualifications is the initial step in the process after the Agency assures that the project itself is approved and funded. A clear scope of services statement is an essential component of the advertisement.
2. Interested firms respond to the Request for Qualifications (RFQ) as described below, submitting the Letter of Interest and Statement of Qualifications to the Selection Committee.
3. The Selection Committee screens all submissions and invites the most qualified firms to interview for the project, typically three to five firms.
4. The Selection Committee interviews the firms. Second interviews may be scheduled. References are checked.
5. The Selection Committee ranks all of the interviewed firms. The Committee negotiates an agreement with the highest ranked firm based on the scope of professional services identified in the RFQ and interview.
6. A BGS Architect/Engineer Agreement is drafted.
7. The agreement must be approved by BGS before work commences.