

REQUEST FOR PROPOSAL
FOR THE REHABILITATION OF THE
HISTORIC BERKELEY SPRINGS TRAIN DEPOT

September 23, 2013

I. Introduction

The Town of Bath, West Virginia (located in Berkeley Springs, Morgan County) is seeking qualified applicants to provide architectural and engineering consultant services to prepare plans and specifications for the rehabilitation of the historic Berkeley Springs Train Depot. The work generally consists of preparing preliminary and schematic design, preparation of construction documents, bid documents and Construction administration services.

This project has the overall goal to rehabilitate the Berkeley Springs Train Depot. The Berkeley Springs Train Depot was built in 1915. The Town of Bath is the owner of the building and the adjoining 2.1 acres of land recently donated to the town by CSX.

The Town of Bath has empowered the Committee to Rehabilitate the Berkeley Springs Train Depot (hereafter referred to as the Train Depot Committee, or TDC) to return the historic Berkeley Springs B&O Railroad Passenger Station and surrounding site, to a good, safe and useable condition. The TDC made the determination that all efforts applied to this project will follow the Standards for Rehabilitation & Guidelines for Rehabilitating Historic Buildings as outlined in The Secretary of the Interior's Standards for the Treatment of Historic Properties to address the building's structural and decorative fabric and to prepare the building's interior for adaptive re-use under the over-sight and authority of the Town of Bath's Town Council.

HISTORY and FUTURE USE

The Berkeley Springs Train Depot is significant for surface transportation due to its previous role as the principal hub for railroad activity in Berkeley Springs. The period of significance begins with the construction of the depot in 1915 and extends to 1935 when passenger service ended.

The opening of the B&O line was in direct response to the popularity of the town's famous healing waters. The town's commercial and industrial growth is also linked to the railroad, as local sand, lumber, vegetable and fruit merchants all either opened new establishments or expanded old ones after the rails reached the area. The rapid growth of commerce and passenger traffic led the B&O to build the present depot when its wood-frame predecessor proved inadequate to handle the increased volume of traffic. At its height of productivity in the 1920s and 1930s, the railroad was used for shipping produce and pulpwood. It brought freight into primary businesses, such as Victor Products, the Interwoven mill, the Ice House and Newbraugh's Feed and Supply.

The depot is an important local architectural landmark that symbolizes the bustling, thriving center of activity that once emanated from the railroad serving the town. The station derives its unique architectural features from the Mission style, low-pitched terra cotta tile roof with its wide, overhanging eaves. It was designed and built by the B&O Railroad Company.

In 2001, the building was listed in the National Register of Historic Places and also listed as a contributing structure to the recently acquired Historic District designation for the Town of Bath in 2009. In Early 2010, The Preservation Alliance of West Virginia placed the depot on the 2010 endangered properties list.

The future use of the depot will be for community/public use. Serious consideration is being given to the depot becoming a welcome center for the State, County, and Town. The recent acquisition of land from CSX has raised the potential for a larger scale development of the depot and adjoining land for a government center for the Town.

The Town has copies of the original design drawings in the form of two PDF files.

II. Related Projects and Funding

In 2009 and 2010, the West Virginia SHPO and Governor's Office of Economic Development provided a grant to the Town of Bath for the initial work to repair the roof.

In the Summer of 2010 the roof tiles were removed and stored in the depot for future use. It is estimated

that enough original tiles were salvaged and stored to permit approximately eighty percent of the roof to be covered with the original tiles. The remaining twenty percent of the roof will require tiles to be procured that replicate the original tile.

In the summer of 2010 The WV Eastern Panhandle Regional Planning & Development Council awarded the Town of Bath a \$32,000 West Virginia Energy Efficiency & Conservation Grant. This grant will pay some of the cost of the installation/replacement of the HVAC system and insulating the depot.

In the fall of 2010 extensive carpentry repair of the roof sheathing was performed. The roof sheathing was then covered with Titanium underlayment as a weather shield. The Titanium underlayment has been replaced as necessary due to wind and other weather damage.

In 2012, the town of Bath was awarded a Transportation Enhancement Grant to rehabilitate the depot. The matching funds for the grant are provided by the donation of land. The final transfer of land from CSX to the Town of Bath was delayed until July 2013.

III. Scope of work

The Consultant will prepare a design plan, construction documents, bid documents and construction administration for work which may include: stabilization and repair of the tile roof system (roof structure, sheathing, weather proofing and the reinstallation of existing and new tiles), hazardous material remediation, cellar waterproofing treatment, restoration of the interior walls, ceiling, and hardwood floors, upgrading the electrical system, upgrading plumbing facilities including Americans with Disabilities Act (ADA) compliant restrooms, a fire suppression system, and landscape treatment for the exterior of the depot and parking lot preparation in accordance with ADA standards. Consultant will comply with and insure compliance with the Secretary of the Interior's Standards for Rehabilitation during all work elements of the project. The Consultant will comply, and insure compliance, with all appropriate State and Federal regulations related to this project. The above described scope of work is to hereafter be referred to as "**PROJECT**".

IV. Minimum qualifications

The successful consultant must be licensed to do business in the state of West Virginia. The consultant must have at least three (3) years of experience in successful application of the Secretary of the Interior's Standards for the Treatment of Historic Properties; identifying and evaluating historic properties; and providing technical assistance to historic property owners.

Additionally the selected consultant will be able to demonstrate experience in successfully administering and managing capital grant programs or projects having similarities to grant programs. Previous experience in managing rehabilitation programs of historic buildings is highly desirable.

V. Estimated Schedule for Consultant Procurement Activities and Rehabilitation of Depot

All work is planned to completed in 10 months.

There is an urgency for stabilization and repair of the tile roof system. This work will be performed first within the first 90 days following award of the consulting contract.

VII. Meetings and Coordination

The consultant will meet with the designated representatives of the Town of Bath to discuss the progress of the project on a bi-weekly basis to seek input and exchange ideas.

VIII. Consultant Proposal Submittal Requirements

As a minimum, the proposal shall include the following evaluation information factors:

1. Professional qualifications necessary for consideration and satisfactory performance of the required work and as a minimum shall have a professional architect licensed by the State of West Virginia. That person shall be located within the office where the work is to be performed, and shall demonstrate sufficient past experience related to historic preservation/rehabilitation projects. This individual shall be the person-in-charge overseeing the work and must be readily accessible to the Town of Bath WV, preferably located in-state. Specifically indicate the staff levels by classification located in-state vs. out-of-state.

2. Consideration shall be given to specialized experience and technical competence. Specialized experience shall focus on the qualifications of the staff working on the project with emphasis placed on individual specialized expertise required for the project. As a minimum, the firm shall provide a resume of those individuals who will be committed to the needs of the project. Strong considerations will be based on the professional and non-professional staff specialized experience and technical competence stationed within the office where the work is to be performed. Identification of sub-consultants by name as to the type of work anticipated to be subcontracted or performed, if proposed as part of the design team

3. Capacity consideration shall be made on the firm's ability to accomplish the work within the required schedule time frame; personnel dedicated to perform such work.

All proposals are due by the Town of Bath no later than 5:00 pm EST October 24, 2013. Materials may be submitted electronically to townofbath@wvdsi.net or addressed to:

Train Depot Committee
Town of Bath
271 Wilkes Street
Berkeley Springs, WV 25411
Attention: Debra Peck

Questions regarding this Request for Proposals may be addressed to Ms. Debra Peck @ 304-258-1102

Once proposals have been received and reviewed respondents may be requested to present their proposal to the selection committee.

Preparation of proposals is entirely at the cost of the respondents.