

**TOWN OF HADDAM
REQUEST FOR QUALIFICATIONS AND PROPOSALS**



**HISTORIC BROWNFIELD REVITALIZATION GRANT
Scovil Hoe Buildings, 11 Candlewood Hill Road, Higganum CT**

1. PURPOSE

The Town of Haddam, CT is accepting statements of qualifications and generalized scope of services, and a statement of proposal with itemized cost estimates from qualified teams of professional planning, engineering, and environmental consulting/firms to complete environmental, structural, and reuse assessments of the **Scovil Hoe Building Complex**, located at 11 Candlewood hill Road in Higganum, CT. In February, 2017, the Department of Economic and Community Development awarded the Town of Haddam a Historic Brownfield Assessment Grant to complete these assessments. The grant contract may be found as an addendum to this RFQ.

2. OVERVIEW

State brownfield funds will be utilized for the environmental site assessment and reuse planning of the former DOT maintenance facility known as the Scovil Hoe Mill, located in Higganum. The 4 acre property is still owned by the State of Connecticut and is currently vacant. The goal of the project is to identify potential reuse options for the existing buildings as well as costs associated with site remediation, abatement of hazardous building materials, and building improvements (structural, mechanical, electrical) needed for re-occupancy of the buildings.

The lead agency for this work will be the Haddam Buildings Committee, chaired by Jeff Muthersbaugh. This Committee reports to the First Selectman, Lizz Milardo.

Several previous studies and assessments were conducted on the Scovil Hoe site and are available at www.haddam.org/land-use-department/pages/studies-reports.

2016, the CT Trust for Historic Preservation conducted an *Existing Conditions Study and ReUse Evaluation* prepared by Crosskey Architects, LLC, that can also be found on the website.

2007, Diversified Technology Consultants. *Task 220 and Exploratory for Conn DOT Higganum Maintenance and Repair Facility*.

2005, Diversified Technology Consultants. *Water Quality Assessment for Conn DOT Higganum Maintenance and Repair Facility*.

2001, Marin Environmental. *Phase I Environmental Site Assessment for the CT DOT*.

3. HISTORY

The D. & H. Scovil Hoe Company was founded in 1844 by brothers Daniel and Hezekiah Scovil Jr. who were born and raised in the family homestead at the intersection of Candlewood Hill Road, Little City Road and Foot Hills Road. Their father, Hezekiah Scovil Sr. operated a small factory nearby that manufactured gun and gun barrels for the U.S. government. Scovil Sr. also did contract work for Eli Whitney of New Haven for a number of years.

The Scovil brothers designed the “self-sharpening hoe,” which was constructed with a hard metal core under a softer metal finish. As the soft metal was worked away, the hard metal continued to be exposed, creating a new sharp edge. They set up shop in Higganum along Candlewood Hill Brook and were one of the first businesses in the nation to manufacture hoes using water powered machinery. The Scovil “planters hoe” became a standard of the industry and was sold primarily to southern cotton plantations.

The firm had four complexes along Hoe Valley. Mill #1, which was built in 1849, was located near Upper Pond, just behind Mill #2 or the Bell Shop, now occupied by the Apostles of the Sacred Heart.

Mill #3, located at 12 Scovil Road, was constructed in 1867 and later enlarged. Today the building is home to Kenyon Laboratories and continues to function as a manufacturing space.

Mill Complex #4, which most recently housed the DOT garage, was originally the site of an early sawmill and later a feldspar mill. The Scovil firm purchased the property around 1880. The firm occupied a large wooden structure with decorative cupola which is shown on the 1881 map of Higganum Village and measured approximately 220 feet by 40 feet and was called the Forge Shop. The building was removed after 1936.

In order to accommodate hoe production, Scovil enlarged the complex in 1887 with a large brick addition measuring 200 feet by 40 feet. It originally boasted a 100-foot chimney, the “tallest in the village,” and was powered by Candlewood Hill Brook as well as a 100-horse power steam engine. An 1887 newspaper article in the Hartford Courant stated “the new hoe shop is rapidly progressing and will be a two-story machine shop. The new factory will add to the manufacturing interest of the place, both in appearance and in material value. It will call for an additional work force of at least 25 men.”

The buildings remained in the company’s possession until 1931. They were then owned by Higganum Ice Corporation for a few years, and in 1941 the State of Connecticut purchased them and converted the buildings into a garage complex. Architecturally, the buildings are excellent examples of late 19th century industrial mills. The brick construction provided protection against fire loss, and the clerestory monitor windows on the gable roof delivered additional light to the work floor. Both buildings exhibit granite window sills and arched brick lintels, and some of the larger entries feature granite lintels, most likely from local quarries. Although a number of fenestration openings have been enlarged, a surprising number of original windows remain intact. The potential adaptive re-use for this site is infinite and could greatly benefit the community.

About 1905 the firm built a parallel brick factory to the east to house the drop forge shop. The rear of the building hugs Candlewood Hill Road.

4. SCOPE OF SERVICES

The work program and final scope of the project, including deliverables, will be clarified once a consultant/firm is selected. The Final Report should include the following components:

1. Environmental Site Assessments with Cost Estimates:

Prepare a Phase I Environmental Site Assessment (ESA) to identify AOCs and/or RECs that have resulted from current or historical uses of the site. The Phase I ESA shall be conducted in accordance with ASTM E1527-013 and CT DEEP Site Characterization Guidance Document (SCGD). Provide a detailed scope of work to include: compliance with ASTM E1527-13, the applicability of the CT Transfer Act as it relates to the site; the text of the report shall be supplemented with the review of all available documentation from previously conducted environmental activities and/or reporting including the interpretation of the findings and an evaluation for development and incorporation into the Conceptual Site Model (CSM). A draft report will be made available to the town for review and comment prior to the report being finalized.

Conduct a combined Phase II/III ESA in accordance with CT DEEP SCGD. The Phase II ESA will be designed to collect sufficient information to determine whether or not a release has occurred at each REC/AOC identified during the Phase I ESA. Potential respondents are encouraged to utilize all existing data and reporting to the maximum extent possible for development of the Phase II scope moving forward with the intention of redoing the least amount of work previously performed on behalf of CT DOT. After the Phase II investigation has been implemented and the field data results evaluated a brief summary report will be prepared for discussion with the town. The Phase III will be designed as needed to define the nature, degree and extent of any releases identified during the Phase II or other site investigations. The Phase II/III shall further develop the Conceptual Site Modeling Process. A draft Phase II/III report will be made available to the town for review and comment prior to the report being finalized. Once approved, provide one hard copy and one electronic copy of final report to Town.

The scope of services for Environmental Site Assessments, as outlined in this RFQ/RFP, is preliminary. The final scope of services will be negotiated with the selected firm and modified as needed, following completion of the Phase I ESA, the Phase II ESA, and depending on site conditions.

- c. Remedial Action Plan & Opinion of Probable Remediation Cost
 - i. Prepare a Remedial Action Plan (RAP) in accordance with DEEP requirements that describes proposed remedial options that are protective of human health and the environment and achieve compliance with the RSR cleanup criteria for residential use.

- ii. Prepare a detailed cost estimate for the selected remedial option to achieve compliance with the RSRs at each AOC.
- iii. Provide a draft RAP with specifications and opinion of Probable Remediation Cost for review before a final report is prepared. Once approved, provide one hard copy and one electronic copy of final RAP to Town.

2. Hazardous Building Material Survey and Abatement Design

a. Supplemental Hazardous Building Material Survey

- i. Complete a hazardous building material survey for the mill buildings to identify all asbestos, lead, and polychlorinated (PCB) containing building materials and universal wastes that are associated with the structures.
- ii. Prepare a draft report that includes a description of sampling conducted, results, as well as quantities and locations of materials identified. Appropriate tables should be prepared including analytical summary tables that identify both positive and negative sample results, quantities of materials found to contain lead, asbestos, or PCB, universal wastes, and locations of those materials. Appropriate figures should also be prepared to identify location of materials within the buildings and on site. The report should also include a photographic log of materials, chains of custody, as well as laboratory analytical reports.
- iii. Develop a Draft Opinion of Probable Cost for abatement of hazardous building materials and removal of universal wastes.
- iv. Provide a draft report for review before a final report is prepared. Once approved, provide one hard copy and one electronic copy of final report to the Town.

b) Abatement Design and Specifications

- i. Prepare abatement specifications for asbestos, lead, and PCB containing materials as well as removal of universal wastes. The specifications should take into consideration the re-use scenarios, historical components of the structure, and its listing on the on the State Register of Historic Places and National Historic Registry (SHPO consultation will be required) and follow the Secretary of the Interior Standards for the Treatment of Historic Buildings. The specifications

should include detailed CAD drawings of building layout and locations of materials to be abated/removed.

- ii. Finalize Opinion of Probable Cost for abatement based on specifications developed for the project.

3. Re-use Planning

a. Market Study

- i. Complete a market study to assess potential re-uses for the historic structure taking into account other historic and tourist attractions in the area. The study should include market demand analysis, financial optimization, fiscal and economic impact, consumer research, and amenity programming. The market analysis could rely heavily on the market analysis conducted in 2016 for the Middlesex Jail Reuse project and for the Tylerville Market Study which was conducted using a grant from the CT Main Street Center.
- ii. Conduct public outreach to solicit community participation in re-use planning. Initiate stakeholder engagement including but not limited to community organizations, municipal officials, and other interested parties to determine potential community needs that could be incorporated into building reuse plans. Paramount to this project will be the interaction of re-use plans with the Village of Higganum, the neighboring town-owned Community Center, Higganum Green and businesses within walking distance of the site.
- iii. Develop reuse scenarios for the site which are practical, actionable, financially sound, and are developed based on market-driven, analysis based data, and community needs.
- iv. Prepare a report that identifies activities conducted during the study, potential viable re-use scenarios identified, ranking of scenarios based on study results, and financial analysis of each scenario (cost vs. income per year).

b. Structural, Mechanical, Electrical Evaluations

- i. Complete structural, mechanical, and electrical evaluations for the Mill buildings to identify issues or upgrades that would be required to accommodate reuse scenarios.
- ii. Develop an Opinion of Probable Cost for structural, mechanical, and electrical upgrades required to accommodate reuse scenarios.
- iii. Provide a draft report for review before a final report is prepared. Once approved, provide one hard copy and one electronic copy of final report to Town.

4. Public Outreach / Meetings / Project Coordination

- a) Participate in a minimum of 4 meetings with the Town Building Committee and municipal officials to discuss progress and results of assessment activities and re-use planning.
- b) Prepare written quarterly updates to the Town. These will include financial summaries on expenditures, technical summaries on work completed, and schedule updates.
- c) Participate in up to 3 public meetings.
 - i. Project Kick-off meeting to inform general public on scope of services and solicit input on re-use planning for the project.
 - ii. Project update meeting to inform general public on results of environmental assessments and re-use planning activities and preliminary re-use scenarios.
 - iii. Final project meeting to discuss final reuse scenarios and project costs for remediation, hazardous building materials abatement, and preferred building reuse scenarios (based on consensus and market demand).

5. PROJECT SCHEDULE

The Consultant should be prepared to enter into a contract and begin work as directed by the Town of Haddam on or about August 1, 2017. It is anticipated that the contracted services as described in this RFP shall be completed by September 1, 2018.

6. GENERAL

Respondents to this RFP will represent a firm, company, or team possessing experience and expertise in Brownfields Redevelopment (environmental, engineering, and planning) and the professional standards thereof, to undertake and successfully complete the scope of work as outlined in this RFP. The technical lead for the project is required to be a Licensed Environmental Professional (LEP). Teams should be prepared to demonstrate a strong environmental engineering background, and a good working relationship with the staff of Connecticut Departments of Energy and Environmental Protection and Economic and Community Development.

The selected consultant/firm must meet all State and Federal affirmative action and equal employment opportunity practices and other practices as outlined in Executive Order Number Three, Sixteen and Seventeen.

The consultant/firm shall obtain and maintain, at its expense, Professional Liability Insurance in a minimum amount of \$1,000,000. The consultant/firm shall obtain and maintain, at the consultant's/firm's expense, such insurance as will protect the consultant/firm from claims under Workers' Compensation and Comprehensive General Liability Insurance that will protect the Town of Haddam from all claims of bodily injury, death or property damage which may arise from the performance by the consultant/firm or the consultant's/firm's employees in their functions and services to the Town of Haddam. Limits of insurance shall be \$1,000,000 per occurrence, \$2,000,000 aggregate. Workers' Compensation shall be in accordance with Connecticut Statutes. The selected consultant/firm shall, within five (5) days of award, provide proof of this insurance. The Town of Haddam shall be listed as an additional insured.

After review of the Request for Qualifications received, the Town will conduct interviews of the consultants/firms it judges to be the most qualified to perform the required services based upon the criteria in this RFQ and a ranking system that will be formulated by the Building Committee. The following factors will be evaluated and weighted appropriately in the selection process:

- The technical competence of the consultant/firm
- The quality and performance of past services on similar projects.
- Experience with DEEP and DECD Brownfield programs
- Experience of key personnel including the sub-contractors
- Demonstrated knowledge of environmental remediation and brownfield redevelopment.
- The expected quality of the scope of work and deliverables the consultant proposes to provide for the established budget.
- The proposed fee associated with the professional services.

The Town of Haddam reserves the right to reject any and all proposals and to waive any informality in the process. It shall be understood that the award made by the Town of Haddam shall be final and conclusive and without recourse or appeal by the remaining consultants/firms.

The successful consultant/firm will be expected to execute a standard contract for professional services as approved by the Town of Haddam. This contract will be made available to DECD for review and approval prior to execution.

The successful respondent will assume sole responsibility for the complete project as required in this RFQ. Respondents who intend to subcontract one or more elements of this project to other firms/individuals shall identify those work

elements to be subcontracted and the firm/individual subcontractor. All subcontractors shall be identified and to the extent necessary their qualifications shall be provided. Subcontractors may not be substituted, nor any portions of the contract assigned to other parties, after contract award without the written consent of the Town

The successful firm may utilize the services of specialty subconsultants on those portions of the work that under normal contracting practices are performed by specialty subconsultants. The successful firm shall be fully responsible to the Town for the performance, finished products, acts, and omissions of its subconconsultants and persons directly or indirectly employed thereby.

7. SUBMITTAL DOCUMENTATION

Submittal Letter

Interested consultants/firms shall submit a cover letter addressed to Jeff Muthersbaugh, Chairman of the Haddam Buildings Committee, signed by an authorized principal or agent of the firm. The letter shall provide an overview of the proposal, as well as the name, title, phone and fax numbers, and email address of the person to whom questions concerning the request for proposals may be directed.

History and Resumes

The consultant/firm must include a brief history of the company including:

- Consultant/firm size and organization
- Length of time the consultant/firm has been in business
- Products and services offered
- Experience with DECD Brownfields programming
- Resumes of key individuals that will be assigned to this project.

Scope of Services

The consultant/firm shall provide a detailed Scope of Work which outlines various services it will provide for the project. All services not specifically mentioned in the RFP, which are necessary to ensure that the intent and scope of services are met, shall be included in the Proposal.

Key Issues, Experience, and Ability to Perform

Provide examples of previous work on similar projects to demonstrate the consultant's/firm's understanding and familiarity with projects of this type,

including a list of Brownfield Redevelopment projects which have been completed in the last five years, resume's for all professionals to be assigned to this project including information regarding the qualifications of any proposed subcontractors. The lead project manager/LEP must be identified.

References

At minimum, a list of at least 3 previous and/or current contracts which are similar to the Town's scope of services, including:

- a) Dates of contract duration
- b) Services performed and fees for services
- c) Name, address, telephone numbers of clients which may be contacted for verification of information submitted
- d) Statement as to whether project was completed on time and within budget.

8. SUBMISSION

The information required for this Request for Proposal must be identified as "RFQ/RFP for Scovil Hoe Buildings Complex" and must be submitted with two (2) copies and one (1) electronic copy, to Liz Glidden, Town Planner, Town of Haddam, 30 Field Park Drive, Haddam, CT 06438, no later than **June 2, 2017 at 11am.** Electronic copies of the proposals can be emailed or sent using Dropbox using the Town Planners email townplanner@haddam.org, or may be provided on a cd or thumb drive. Late proposals will not be considered. All costs incurred in the preparation and presentation of the RFP shall be wholly absorbed by the respondent. Any material submitted shall become the property of the Town of Haddam and is available for review under the Freedom of Information Act.

SITE WALK

There will be a site walk and tour on **May 24, 2017 from 10am-12 noon.** Questions may be asked and consultants may walk the property and enter the building.

9. POINT OF CONTACT

Questions may be directed to Liz Glidden, Town Planner by email only. Electronic submittals shall be sent to Liz Glidden at townplanner@haddam.org.



Scovil Hoe Mill Buildings, 2016.