

Town of Brookline Request for Proposal  
Feasibility Analysis for the Historic Brookline Meeting House

Bids are being solicited for providing a Feasibility Analysis of Maintenance Needs and Renovations to the Historic Brookline Church/Meetinghouse.

Bids must be received by June 3, 2024. Bids will be opened at the June 5, 2024 regular selectboard meeting at approximately 7 PM.

Join Zoom Meeting

<https://us02web.zoom.us/j/89495524243?pwd=YXlrL2VEVkkzZTBFOtFQZnE3cVcxZz09>

Meeting ID: 894 9552 4243

Passcode: 866877

The purpose of the Feasibility Analysis is to provide the Town of Brookline with guidelines on implementing the renovation goals for the Meetinghouse. This includes: meeting with the necessary Town representatives to gain an understanding of the scope of the renovation/maintenance goals; conducting a survey of the building and its structures and features; providing schematic designs for areas needing attention; identifying areas of particular concern that may limit achieving any of the renovation goals; and providing estimates of construction costs.

The written Feasibility Analysis should include: a narrative for the items in the scope, identifying issues and providing recommendations for each; schematic drawings and plans where needed; an estimated budget; and any other components deemed helpful for reaching the goals.

Specific issues that will need to be addressed include but are not limited to: identifying why mold is forming in the sanctuary, and seems to be recurring, and a detailed plan for its remediation; interior renovations of the kitchen and annex area; upgrades to electrical features; insulation/heating needed to extend the building's seasonal use; and modifications needed to meet Americans with Disability Acts access requirements. Additional items are listed in Appendix A below.

The Brookline Meetinghouse is listed under the National and State Register of Historic Places and any maintenance or renovations made need to comply with the National Park Service Standards for Rehabilitation:

<https://www.nps.gov/subjects/taxincentives/secretarys-standards-rehabilitation.htm>

The Town reserves the right to reject any and all bids and to accept the bid it deems most favorable to the town.

Bidders are expected to make an appointment with the Building Commissioner/Selectman Bruce Mello via email [BMello.BrooklineVT@Gmail.com](mailto:BMello.BrooklineVT@Gmail.com) or by phone: 802 365:4679 to evaluate the project and ask questions. Sealed bids should be submitted to - Town of Brookline PO Box 403 Brookline Vermont 05345 attention: BMH Renovation Analysis. If interested in electronic delivery of a bid - Contact Dot Maggio Chairperson for details by calling 802 365 7072 or emailing [DMaggio.BrooklineVT@Gmail.com](mailto:DMaggio.BrooklineVT@Gmail.com). Bids will be opened at a regularly scheduled selectboard meeting on June 5, 2024

## **Appendix A**

The list of items that encompass the Meetinghouse's renovation and maintenance plans.

### **Item**

Moisture control/mold remediation

Update lighting and electrical

Plan for making facility ADA accessible

Sealing the bell tower (bat remediation)

Restore windows on addition

Insulation - church building and addition (walls, crawl space, attic floor)

Storm Doors for addition, pending ADA plan

HVAC for church

Plaster restoration as needed, interior

Wastewater - septic analysis

Kitchen - Sink, hood, flooring, plumbing rerouting

Bathroom - Toilet, sink, shower

Parking Lot construction