



Town of York
186 York Street
York, Maine 03909-1314

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Selectmen
(207)363-1000

Town Clerk/
Tax Collector
(207)363-1003

Finance/
Treasurer
(207)363-1004

Code Enforcement
(207)363-1002

Planning
(207)363-1007

Assessor
(207)363-1005

Police Department
(207)363-1031

Dispatch
(207)363-4444

York Beach Fire
Department
(207)363-1014

York Village Fire
Department
(207)363-1015

Public Works
(207)363-1011

Harbor Master
(207)363-1000

Senior Center
(207)363-1036

Parks and
Recreation
(207)363-1040

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(207)363-1009
(207)363-1019

www.yorkmaine.org

October 17, 2017

Dear Interested Historic and Architectural Survey Consultant,

The Town of York, ME is requesting proposals to perform an architectural survey for properties located on York Street (see attached map). Funding for the project is from a Certified Local Government (CLG) grant through the Maine Historic Preservation Commission matched by a town appropriation totaling \$8,600.

Interested consultants are invited to review the attached RFP and submit proposals by November 10th, 2017. Possible interviews and final consultant selection will be made in November or December of this year.

If you have any questions please call Dylan Smith, York Planning Director at (207) 363-1000 ext. 6042 or email dsmith@yorkmaine.org.

Sincerely,

Dylan L. Smith
York, ME Planning Director

REQUEST FOR PROPOSALS
SURVEY OF HISTORICAL AND ARCHITECTURAL SITES
IN YORK, ME
For Release on October 18, 2017

INTRODUCTION

The Town of York is requesting proposals to perform an architectural survey for properties on York Street (see attached map). Funding for the project is from a Certified Local Government (CLG) grant through the Maine Historic Preservation Commission matched by a town appropriation. Interested consultants are invited to submit proposals by November 10th, 2017. Interviews and final consultant selection will be made in November or December of this year. The project shall be completed no later than September 1, 2018.

BACKGROUND

York Street is the primary entrance to York Village from the major through roads of Route 1 and I-95. It is the primary gateway to the historic center and is crucial to the character and atmosphere of the area as a distinct entity from the more modern and commercially developed Route 1 corridor. Aesthetically, the structures in the survey zone offer visual appeal and character. Preservation of this corridor is important to maintain the historical essence of this area.

The proposed survey would include the stretch of York Street from its start at Route 1 eastward to the current Village Center Local Historic District that begins at 164 York Street. Buildings in this area were constructed starting around 1720 through the mid-twentieth century. They constitute a strong representation of local and state history. While the corridor is included in a National Register Historic District, none of them are protected by local ordinance, which means all of them are subject to possible modifications or loss.

PROJECT DESCRIPTION

The area where this architectural survey is to take place contains roughly 64 properties (with a total of 91 potential historic resources) that front on York Street between Route 1 and the existing local Historic District consisting of a total area of approximately 404.8 acres. The intent of this Request for Proposals (RFP) is to update a previous survey conducted in 2000, document the resources in photographs, map the resources present in the area, and upload the survey results into the State of Maine's Cultural and Architectural Resource Management Archive (CARMA) database. Ultimately, the survey results will be used to inform an effort by the York Historic District Commission to extend the existing Village Center Historic District westward to include this area. As stated above, funding for this project was granted to the Town from the Maine Historic Preservation Commission totaling (with already appropriated cash match) -- \$8,600.

PROJECT DELIVERABLES

Please consult with the Maine Historic Preservation Commission's survey manual "Guidelines for Identification: Architecture and Cultural Landscapes: Grant Funded and Volunteer Specific" (and subsequent revisions of the same) available at http://www.maine.gov/mhpc/architectural_survey/index.html for survey specifications and instructions.

- A minimum of roughly 91 completed Architectural Survey Forms. The forms will be field completed and electronically entered into the States Cultural and Architectural Resource

Management Archive (CARMA), and then printed and submitted in hard copy to the Town and MHPC;

- Survey Report (as per the format in the Above Ground Cultural Resource Survey Manual for Grant Funded and Volunteer Projects);
- Map;
- Digital Images on CD;
- Matric and Image Index; and
- Photographs, affixed to hard copy forms

PROPOSAL REQUIREMENTS

The following information must be addressed in each submitted proposal:

- A written description of the proposed survey methodology including any background research to be undertaken.
- A work schedule for accomplishing the project by September 1, 2018. Consultants will be expected to include no less than two (2) to three (3) interim reports that correspond with CLG grant interim report requirements.
- Resumes of the people to be included on the project team, along with a list of prior similar experience, and potential references with telephone numbers.
- **All proposals must be postmarked no later than November 10, 2017 and shall be sent to Dylan Smith, York Planning Director, 186 York Street, York, Maine, 03909**

QUALIFICATIONS

Proposals are solicited from individuals and/or companies who employ individuals, or teams, who meet the minimum National Park Service professional qualification standards in 36 CRF 61 for History, Architectural History, Architecture, or Historic Architecture.

Proposals may be submitted by teams as long as the principal in charge of this project is experienced in conducting an architectural survey and meets the professional qualification standards cited above.

All procedures and products of this survey shall comply with the Secretary of the Interior and Maine Historic Preservation Commission historic resource survey requirements and the CARMA system.

Proposals will be accepted from contractors who are not yet trained in the CARMA system, however if selected, the contractor will need to obtain training from MHPC prior to beginning the project.

EVALUATION OF PROPOSALS

Proposals will be evaluated according to the following criteria:

- Prior similar experience;
- Quality of previous work with other Maine Municipalities;
- Capacity to undertake the project in a timely manner.

Finalists may be required to appear for an interview before Town Staff and/or the Town's Historic District Commission prior to an award of the project. The Town reserves the right to reject any and all proposals.

All questions regarding the RFP should be directed to Dylan Smith at (207) 363-1000 ext. 6042 or dsmith@yorkmaine.org.