

**City of Waltham  
Waltham Historical Commission**

**REQUEST FOR QUOTES**

**Waltham Industrial Period  
Historic Properties Survey Update**

Date of Advertisement:

Commonwealth of Massachusetts Goods and Services bulletin of

August 17, 2020

**SUBMISSIONS DUE:**

**10.00 AM Tuesday September 22, 2020**

**LAST DAY FOR WRITTEN QUESTIONS:**

**12.00 NOON WEDNESDAY SEPTEMBER 9, 2020**

(via email only to [jpedulla@city.waltham.ma.us](mailto:jpedulla@city.waltham.ma.us) )

Late Submissions Will Be Rejected

**DELIVER COMPLETED SUBMISSIONS TO:**

**Joseph Pedulla, CPO  
Purchasing Department  
Waltham City Hall  
610 Main Street, Waltham, MA 02452**

**CITY OF WALTHAM, OFFICE OF THE CHIEF PROCUREMENT OFFICER**

**REQUEST FOR QUOTES**

**Waltham Industrial Period  
Historic Properties Survey Update**

The goal of this solicitation is to provide the best value of commodities and services to achieve the procurement goals of the City of Waltham (City). The City may negotiate a change in any element of contract performance or cost identified in the original request for the selected bidder or the selected bidder or contractor's response that results in a lower cost or more effective or better value than was presented in selected bidder or contractor's original response.

Costs that are not specifically identified in the Bidder's Response and accepted by the City as part of a Contract, will not be compensated under any contract awarded pursuant to the RFQ. The City will not be responsible for any costs or expenses incurred by Bidders responding to this RFQ.

The City makes no guarantee that any Services will be purchased as a result of this solicitation.

The purpose of this solicitation is the selection of a qualified historic preservation consultant to provide professional research and documentation services to complete a historic properties survey meeting current Massachusetts Historical Commission survey standards.

**I. INTRODUCTION**

The City of Waltham (City) is seeking responses from qualified historic preservation consultants to undertake an intensive-level survey of Industrial Period cultural and architectural resources in the City of Waltham. This Request for Quotes (RFQ) stipulates the procedures and requirements to be used by the City in its selection for consulting services. The project will be divided into four phases, to be completed over a nine-month period:

- ❖ PHASE I – Identification of documentary materials available for the project and development of methodology;
- ❖ PHASE II – Identification of properties to be surveyed and production of sample inventory forms;
- ❖ PHASE III – Production of complete draft inventory forms for review by the Waltham and Massachusetts Historical Commissions;
- ❖ PHASE IV – Production of final inventory forms, reports and maps.

The City will evaluate all timely responses to ensure that all required submittals have been included in responses and that all responses meet the selection criteria. Proposals that are deemed to be complete shall be presented to a selection committee consisting of the Chief Procurement Officer and members of the Waltham Historical Commission. Complete responses that meet the selection criteria will also be reviewed by the Massachusetts Historical Commission (MHC) before an award can be made. Bidders must provide fee amounts for these four tasks in their proposal. The City has established a budget not to exceed \$30,000.

All questions regarding this Request for Quotes must be received by the City no later than

**12.00 Noon Wednesday September 9, 2020**

and addressed to the attention of Joseph Pedulla, CPO City of Waltham and may be e-mailed, and if e-mailed must be marked in the subject line “RFQ Historic Properties Survey” to [jpedulla@city.waltham.ma.us](mailto:jpedulla@city.waltham.ma.us)

## **II. PROJECT AREA**

The project area will include the City of Waltham, Massachusetts.

## **III. FUNDING SOURCE(S)**

The Project is being funded in part by the City of Waltham, and in part through a Massachusetts Historical Commission Survey and Planning Grant, with Federal funds from the National Park Service, U.S. Department of the Interior.

## **IV. PROJECT OBJECTIVES**

(See Attachment A for the complete Scope of Work and target lists of some proposed properties to be surveyed.)

The Waltham Historical Commission (WHC) is seeking to update and expand the city's 35-year-old historical and architectural inventory that expanded on previous survey work the mid 1970s. That city's inventory was partially upgraded in FY 2011 (MACRIS Link <http://mhc-macris.net/>) with support from the Massachusetts Historical Commission's (MHC) Survey and Planning Grant Program along with matching funds from the Waltham Community Preservation Committee (CPC). However, major portions of the city were not covered at that time. The proposed survey will cover some of the areas of the city that were missed in the FY 2011 survey, but have seen increased demolitions of historically significant buildings in recent years.

The project will update and augment the existing inventory by identifying and evaluating historic buildings in certain sections of Waltham most closely associated with the development of manufacturing during the period ca. 1820 – ca. 1900. This period represents the peak of the first and second waves of manufacturing in Waltham. While representative examples from this period have been previously surveyed, many important properties have not been documented, and significantly more information is now readily available to researchers than during prior surveys (especially from on-line sources). This survey update project is intended to complete new MHC inventory forms for approximately 120 historically and architecturally significant buildings from this period, primarily in three specific neighborhoods, but also including some properties from this era in other areas of the city that have come to the attention of the WHC, but have not previously been documented adequately. The target properties include buildings that were previously surveyed, but for which WHC wishes to update documentation to current standards.

The project's three target areas include two Waltham neighborhoods with the highest concentrations of buildings from the early industrial period: (1) the River/Newton Street area north of the Charles River, associated with the Boston Manufacturing Company, and (2) the Chemistry neighborhood located south of the Charles River off Newton Street, associated with the Newton

Chemical Company. In addition, many buildings from the middle of the industrial period can be found in (3) the Crescent and Moody Streets area associated with the American Waltham Watch Factory.

The area associated with the Boston Manufacturing Company and bounded by River, Newton, Main, and Elm Streets has recently been surveyed by the Waltham Historical Society, and detailed house histories (including map, photographic, and deed research) appear in its publication: *Waltham's Antebellum Mill Village Area, 2019* (See the target properties list for this area attached at end of Attachment A, Scope of Work). However, this information needs to be confirmed and entered onto proper MHC B forms for approximately 50 properties.

The area associated with the Newton Chemical Company, roughly bounded by Newton, High, Cedar, and Calvary Streets, and the area associated with the American Waltham Watch Factory, bounded by Crescent and Moody Streets, were last surveyed in the 1980s. Recent research by the WHC on individual properties in these areas that have come up for demolition review, has shown that many were not sufficiently documented at that time. The project is expected to identify approximately 30 properties in each of these areas that would be priority candidates for individual documentation.

In addition to the above areas of concentration, approximately 40 other properties in the city, primarily on and off of Bacon Street, have come to the attention of the WHC as being of potential historical significance, but have not been adequately documented in the past (See the candidate list attached, below, as part of Attachment A, Scope of Work).

The 120 properties to be intensively surveyed will be determined from the above total candidate pool of approximately 150 properties in consultation with the consultant, WHC and MHC at the conclusion of Phase II of the project.

Many Industrial Period buildings are in Residence B (RB) areas, which would potentially allow, by right, up to two new dwelling units on each lot and are already becoming attractive to developers. Many homes in these neighborhoods are also suffering from lack of maintenance and most have not been intensively surveyed. Vinyl and aluminum siding are frequent sheathing choices in these neighborhoods, but their historical contributions to the city are not diminished as a result. By making the information available on the city's website and GIS maps , (<http://webgis.city.waltham.ma.us/GPVParcelSearch/Default.aspx>) this project will also enhance the WHC's program of public education and municipal coordination. It will be especially important to identify buildings that might be eligible for listing in the National Register that have not yet been resided in order to encourage the owners to maintain the original siding.

## **V. SUBMISSION REQUIREMENTS; QUALIFICATIONS**

Please note: any proposal that fails to include all of the following information – or is submitted by a person or persons who do not meet the qualifications outlined in Section V.B. below - will be rejected as unresponsive, and will not be afforded a complete review by the selection committee.

Five (5) copies of the submission must be furnished to the Procurement Officer for review by the Selection Committee. One Copy, marked original must bear original "Wet" signatures. The overall proposal must include:

**A.** The identity of the individual, partnership or corporation applying for contract award, credentials of the personnel who would actually perform the work, as well as their managers, and the nature of the supervision. State the responsibilities of each of the project personnel. If the consultant intends to sub-contract the photography or any other work required in the scope of services, the sub-contractor must be identified. Sample work products are required for all personnel. This item is a major determinant in assessing the bidder's qualifications and will be incorporated as a condition in the contract to be awarded.

**B.** A bidder's qualifications statement, including professional qualifications and work experience attesting to capacity to perform the required work program. Include resume(s), detailing academic and professional work experience attesting to capacity to perform the required work program. Resumes are required for all project personnel. Bidders must meet the following minimum criteria:

1. Bachelor's Degree in Historic Preservation, Architectural History, History, Art History or a closely related field and at least two years of full-time experience in an area relevant to the project; or
2. Master's Degree in Historic Preservation, Architectural History, History, Art History or a closely related field.

**C.** A detailed explanation of the bidder's approach to this project: methodology, demonstrated understanding of the scope of work and completion deadline, and the bidder's expectations of assistance and services from the City. A technical work plan and project timeline for accomplishing the tasks described in the scope of services must be provided.

**D.** A client reference list, with names, addresses, telephone numbers, and e-mail addresses (if available) especially for clients for whom the proposer has performed similar services within the past five (5) years.

**E.** Sample work of the same size and scope, company's personnel worked on previously

**F.** Any other information deemed relevant to the project, and which the proposer believes will further the competitiveness of the proposal.

**G.** Price Quotation Form, as applicable (see Attachments B).

**H.** Properly completed Compliance Documents (Attachment C).

## **VI. SELECTION CRITERIA**

**A. Quality and Depth of Project Experience.** The bidder's response demonstrates superior experience in providing services related to the City's requirements. The response must demonstrate a wide depth of experience with similar projects (5 or more), and prior experience with municipally, privately, or MHC-funded not-to-exceed or fixed-fee contracts. Project work samples should be of outstanding quality in content and technical presentation. **Value = 20 Pts**

**B. Qualifications of the Bidder.** The bidder’s resume(s) demonstrates that bidder has superior training, educational background and work experience appropriate to the project described herein and all key project personnel demonstrate professional experience well beyond the minimum requirements. **Value = 20 Pts**

**C. Desirability of approach to the project.** The bidder’s response demonstrates a superior approach to the subject material, an understanding of the local historic and cultural resource issues addressed by the project, and a clear analysis of the time required for each phase of the project. The response demonstrates a strong understanding of the history and development of local architectural forms in Massachusetts communities. **Value = 20 Pts**

**D. Overall Quality of Client References.** References contacted spoke favorably of the work performed by the bidder and would use them again for a similar project. References confirmed that consultant had met schedule expectations and delivered an “on-time” project. **Value = 10 Pts**

**E. Completeness and Quality of Proposal.** Response is complete, concise, informative, and highly detailed. Response reflects that bidder is able to perform in a superior manner acceptable to the Town. Selection committee is completely convinced about the bidder’s ability to provide the level of services as required by the City. Response demonstrates excellent communication and documentation skills. **Value = 20 Pts**

**F. Price Proposal.** The price submitted by the consultant not-to-exceed the budgeted amount. **Value = 10 Pts**

## **VII. BASIS OF AWARD**

The City will award a contract resulting from this solicitation to the responsible bidder whose offer meets the stated requirements for technical expertise, project experience, qualifications, project approach, client references, proposal quality, and price.

Quotes should be submitted on Attachment B – Price Quotation Form.

## **VII. PROJECT FEE**

The City has established a **budget not to exceed \$30,000** for the Scope of Services described herein. Proposers must complete Attachment B – Price Quotation Form. Project fees must be provided for each of the four phases of work as described on the Form. Fees shown shall include all costs and expenses (including materials, copying, mileage, photography, etc.) necessary to complete the scope of services defined in Attachment A of this RFQ.

## **IX. PROJECT SCHEDULE** (see Attachment A for description of work components):

- ❖ PHASE I – Identification of documentary materials available for the project and development of methodology – November 13, 2020;
- ❖ PHASE II – Identification of properties to be surveyed and production of sample inventory forms – January 8, 2021;
- ❖ PHASE III – Production of complete draft inventory forms for review by the Waltham and Massachusetts Historical Commissions – May 28, 2021;

- ❖ PHASE IV – Production of final inventory forms, reports and maps – July 16, 2021

**X. SUBMISSION**

Responses will be received at the City of Waltham, MA Office of the Chief Procurement Officer

**until 10.00 AM Tuesday September 22, 2020**

Responses received after that date and time will be rejected. The mailing address for all deliveries is:

**Office of the Chief Procurement Officer  
Purchasing Department  
Waltham City Hall  
610 Main Street  
Waltham, MA 02452**

**XI. OTHER REQUIREMENTS**

Minimum insurance requirements and limits

**INSURANCE**

- A. WORKMAN’S COMPENSATION: The Contractor shall provide by insurance for the payment of compensation and furnishing of other benefits under Chapter 152 of the General Laws of the Commonwealth of Massachusetts to all persons to be employed under this contract, the premiums for which shall be paid by the Contractor. This may be deleted if the consultant hires no personnel to work in the City
- B. COMPREHENSIVE GENERAL LIABILITY
  - Bodily Injury: \$250,000 Each Occurrence  
\$1 Million Aggregate,
  - Property Damage: \$250,000 Each Occurrence,  
\$1 Million Aggregate,
- C. AUTOMOBILE (VEHICLE) LIABILITY
  - Bodily Injury \$500,000 Each Occurrence,
  - Property Damage \$250,000 Aggregate,
- C. UMBRELLA POLICY
- D. General liability \$1 Million

**OTHER IMPORTANT LINKS:**

GIS- Maps Online

<https://www.city.waltham.ma.us/geographic-information-systems-gis/pages/maps-online>

GIS- Search Maps by Address

<http://webgis.city.waltham.ma.us/GPVParcelSearch/Default.aspx>

### **COVID-19 BID OPENING**

Based on Governor Baker's declared state of emergency, in-person bid or proposal openings are not required at the present time to satisfy Chapter 30B. If a bid is not opened at a public meeting, Chapter 30B requires that the opening be in the presence of a witness or witnesses. Under the current emergency, the opening does not need to be witnessed in person. The opening can be livestreamed for the witnesses and recorded for public record purposes. For the present time and until the emergency is lifted by Governor Baker, the City of Waltham will not hold in-person bid openings or proposals. However, the city will continue to record and prepare a spreadsheet showing all of the prices received and distribute the same to all interested parties. Copies of the same bid results will also be posted in the City web site at [www.city.waltham.ma.us/bids](http://www.city.waltham.ma.us/bids)

### **ZOOM LINK INFORMATION**

**Topic: Bid Opening - Industrial Period Historical Properties Survey**

**Time: Sep 22, 2020 10:00 AM Eastern Time (US and Canada)**

**Join Zoom Meeting**

**<https://zoom.us/j/93868669126?pwd=azgvOXhUcTITRTVyeFZyc1ozeVBHQTO9>**

**Meeting ID: 938 6866 9126**

**Passcode: 911216**

**One tap mobile**

**+19292056099,,93868669126#,,,,,0#,,911216# US (New York)**

**+13017158592,,93868669126#,,,,,0#,,911216# US (Germantown)**

**Dial by your location**

**+1 929 205 6099 US (New York)**

**+1 301 715 8592 US (Germantown)**

**+1 312 626 6799 US (Chicago)**

**+1 669 900 6833 US (San Jose)**

**+1 253 215 8782 US (Tacoma)**

**+1 346 248 7799 US (Houston)**

**Meeting ID: 938 6866 9126**

**Passcode: 911216**

**Find your local number: <https://zoom.us/u/apMh5afW1>**

**City of Waltham**  
**Industrial Period Historic Properties Survey Update**

SCOPE OF WORK

**PROJECT OBJECTIVES**

The purpose of this project will be to undertake a targeted, multi-neighborhood survey of cultural and architectural resources in the City of Waltham. This project will be structured to provide professional cultural and architectural resource survey expertise to the community. A partial, preliminary target list is attached to this scope of work. Specific project goals are as follows:

- 1) To conduct a targeted survey to assess and document approximately 120 selected cultural and architectural resources dating to Waltham's Industrial Period of ca. 1820 to ca. 1900, following Massachusetts Historical Commission (MHC) survey standards and methodology.
- 2) To identify contexts for National Register evaluation and to apply the National Register criteria to all resources identified in the survey;
- 3) To submit to MHC a list of individual properties and/or districts that are recommended for nomination to the National Register of Historic Places.

**METHODOLOGY**

The Analytical Framework:

The targeted survey project must incorporate MHC criteria and methodology, to current standards. (See MHC's *Historic Properties Survey Manual: Guidelines for the Identification of Historic and Archaeological Resources in Massachusetts* (1992), *Survey Technical Bulletin #1* (1993), *MHC Interim Survey Guidelines* (March 1999, et seq.), *MHC Interim Guidelines for Inventory Form Photographs* (2009), and *MHC's Interim Guidelines for Inventory Form Locational Information* (2016). Both MHC survey guidelines and the tasks and products of the survey Scope of Work meet the Secretary of the Interior's *Standards and Guidelines for Identification* (1983).

The MHC criteria for conducting a targeted survey are designed to identify the full range of cultural resources. Cultural resources are the physical elements in the landscape that remain from historical patterns of human activity. There are many components of a community's historical development that are associated with the location and type of surviving cultural resources. A targeted survey should therefore relate cultural resources to historic patterns of architectural development, land use, economic development, social and demographic history, and events that had an impact on the community. The targeted survey should recognize ethnic and cultural diversity within the community, and seek to identify cultural resources associated with the history of the minority social and cultural groups and individuals that may have played a role in the community's history.

The *MHC Reconnaissance Survey Town/City Report* for the city and the corresponding MHC Reconnaissance Survey Regional Report, existing survey forms and National Register nominations on file with the MHC will provide a preliminary framework and base of information for this analysis. Individual

forms and area forms will expand upon the information in the *Town/City Report* and will relate inventoried properties to the significant themes in the historical development of the town.

#### Phase Meetings:

The project consists of four phases. Project personnel, both the consultant and the project coordinator, will participate with MHC staff in conference calls or online meetings to review project progress and products at the end of each phase. Work to be carried out during each phase and products due at the end of each phase, are described below.

#### The Inventory:

The targeted survey will consider the full range of cultural resources in terms of period, theme, property type, architectural form and style, and geographic distribution, from earliest European settlement to ca. 1970, with a focus on architectural and historical development during the period of ca. 1820 to ca. 1900. Significant themes of historical and architectural development will be identified, and resources will be related to these themes.

The survey will identify buildings and structures that are architecturally and historically significant in the history and development of the community. The survey will include both representative and outstanding examples of the building forms, types, and styles present in the community.

MHC individual property and area inventory forms, maps and National Register recommendations will be completed and submitted to MHC in accordance with the survey guidelines set forth in the MHC's *Historic Properties Survey Manual: Guidelines for the Identification of Historic and Archaeological Resources in Massachusetts* (1992) and *Survey Technical Bulletin #1* (1993), *MHC Interim Survey Guidelines* (March 1999 et seq.), and *MHC Interim Guidelines for Inventory Form Photographs* (2009), *MHC Interim Guidelines for Inventory Form Locational Information* (2016), as well as the Secretary of the Interior's *Standards and Guidelines for Identification* (1983, copies available from the MHC). These publications and memoranda are all incorporated into this contract by reference. The work to be carried out during each phase, and products due at the end of each phase, are described on the following pages.

#### ***Phase I (6 weeks)***

##### Tasks:

- (Start-up meeting) Discuss with local project coordinator/local historical commission (LPC/LHC) and MHC staff to discuss the scope and inventory methodology of the project and to assess the available online documentary materials and other collections accessible by consultants ((LHC files, local and regional libraries and archive collections, etc.); Select maps, including a working map and large-scale base map (assessor's parcel map is preferred), to identify inventoried areas and properties;
- Determine availability of electronic mapping and parcel data and of town-based GIS data suitable for use in the project;
- Review existing inventory forms on file at both the LHC and at the MHC;
- Conduct initial research and reconnaissance survey to verify the types and geographical distribution of cultural resources, and to develop criteria for selecting properties to be extensively researched in the survey.

- Discuss with local project coordinator/local historical commission (LPC/LHC) and MHC staff to review the products of Phase I and discuss outstanding issues related to the selection of properties in Phase II.

Products:

- Working maps and large scale base map(s) to be used to identify inventoried properties
- Methodology statement, specifying:
  1. Survey objectives;
  2. Criteria for selecting properties for survey;
  3. Procedures to be followed in the survey and forms of products to be created;
  4. Expectations about the kind, location, and character of historic properties to be recorded;
  5. An assessment of existing documentation;
  6. A brief description of the amount and kinds of information to be gathered about the properties;
  7. Bibliography, including identification of web-based resources to be used in the project.

*Phase I will be completed by Friday, November 13, 2020*

***Phase II (8 weeks)***

Tasks:

- Conduct continued architectural assessments and documentary research to identify important historic themes, events, and persons for the survey target areas, with particular attention to substantially synthesizing and supplementing the information already available. Research collections, should include relevant local, regional and state library and archive collections, as well as web-based research sites.
- Apply selection criteria and prepare list of specific properties to be surveyed.
- Complete representative draft inventory forms for different property types.
- Discuss with LHC and MHC staff to review property lists and draft forms.

Products:

- List of properties to be surveyed, arranged alphabetically by street address
- Representative draft inventory forms, to be submitted in both hard copy and MS Word format.

*Phase II will be completed by Friday, January 8, 2021*

***Phase III (20 weeks)***

Tasks:

- Conduct intensive research of properties selected for inventory
- Identify contexts for National Register evaluation and apply National Register criteria to inventoried areas and resources;
- Prepare draft list of all areas and resources recommended for National Register nomination;

- Prepare inventory forms with photographs and property location maps. Forms for any surveyed properties listed in the State Register of Historic Places must be marked at top front with appropriate designation code and date.
- Submit draft inventory forms with photographs, draft National Register contexts, and National Register recommendation to MHC and LHC for review and comment (comments to be incorporated during Phase IV).
- In consultation with LHC, MHC survey and MACRIS staff, develop lettering and numbering system for inventoried properties.
- Discuss with local project coordinator/local historical commission (LPC/LHC) and MHC staff to review the draft survey forms and National Register nomination recommendations.

Products:

- Unnumbered complete draft inventory forms for approximately 120 properties with photos and locus maps for all areas, buildings, sites, structures, and parks/landscapes. (This information may optionally be submitted in electronic form only for this project phase [CD or DVD].)
- Draft discussion of National Register contexts and list of all areas and resources recommended for National Register nomination

*Phase III will be completed by Friday, May 28, 2021*

***Phase IV (7 weeks)***

Tasks:

- Add inventory letters/numbers to forms, if these were not added in Phase III.
- Name MS Word files to conform to MHC file-naming convention.
- Complete National Register Recommendation statements to be attached to appropriate inventory forms.
- Prepare base map(s) identifying inventoried properties.
- Prepare street index of inventoried areas and properties.

Products:

- Hard-copy numbered MHC inventory forms for approximately 120 properties (two sets with original photographic prints: one for MHC and one for the LHC. Inventory forms must be printed single-sided on 24 lb. bond paper of at least 25% cotton fiber content. Photographs must be 3½" x 5½" or 4" x 6" digitally produced ink jet prints using MHC approved printer/paper/ink combinations that produce prints with a minimum 75-year permanence rating. (The paper inventory forms should incorporate the electronic version photograph(s) in addition to an attached photographic print. Only one archivally-permanent paper print, of the primary view, is required for most inventory forms, clipped - not stapled - to each form.)
- Large-scale base map(s) with all inventoried areas and properties identified by inventory number (two sets: one for MHC and one for the LHC).
- Survey Final Report (four *paginated, unbound, single-sided* copies (two for MHC, two for LHC) which will include the following sections:
  1. Abstract;
  2. Methodology statement, including survey objectives, assessment of previous research, selection criteria, procedures followed in the survey, description of products and

accomplishments and an explanation of how results of survey differed from those expectations;

3. Street index of inventoried properties. Areas will be listed separately at the beginning, arranged alphabetically by area name. Individually inventoried properties follow, arranged alphabetically by street name. Property name (if any) and inventory number also will be included on this list;
  4. Final discussion of National Register contexts and list of recommendations for areas and properties to be nominated to the National Register of Historic Places
  5. Further study recommendations; and
  6. Bibliography.
- CD containing a MS Word file for each inventory form. Each Word file should conform to MHC file naming convention, and incorporate photograph(s) and map(s). The CD should also include an MS Word version of the final survey report.
  - A separate CD containing high-resolution TIF or JPG images for surveyed properties, identified by street address or MACRIS number, following MHC file naming convention for photographic images. Digital images must be a minimum of 1.0 megapixels in resolution.

\*\* The Survey Final Report must identify the community repository and/or municipal office(s) where completed survey documentation (inventory forms, base maps and final report) will be made available to the public.

Phase IV will be completed and submitted to the MHC and LHC by Friday, July 16, 2021.

Target List of Survey Candidates in BMC "Mill Village" Area  
(Preliminary map and deed research has been done on these properties)

<b>MHC # (if any)</b>	<b>Address</b>	<b>Historic Name (if any)</b>	<b>Assessors' Date</b>	<b>Notes</b>
<b>WLT.132</b>	2 Appleton Street		1890	
	11 Appleton Street		1882	
<b>WLT.131</b>	12 Appleton Street		1890	
	16 Appleton Street		1900	
	19 Appleton Street		1880	
	22 Appleton Street		1900	
	30 Appleton Street		1910	
	34 Appleton Street		1900	
	40 Appleton Street		1899	
<b>WLT.Q</b>	10 Central Street		1882	
	25 Central Street		1920	
<b>WLT.522</b>	27 Central Street		1870	
	31 Central Street		1880	
<b>WLT.135</b>	35-37 Central Street		1837	
<b>WLT.148</b>	40 Central Street	Swedish Congregational Church	1890	
<b>WLT.496</b>	54 Central Street	Lawton, George House	1840	
<b>WLT.143</b>	86 Central Street	Galgrath, John House	1840	
<b>WLT.Q</b>	95 Central Street	Boston Manufacturing Company Housing	1880	
<b>WLT.Q</b>	107-111 Central Street	Boston Manufacturing Company Housing	1900	
<b>WLT.142</b>	110-112 Central Street	Farnsworth, T. G. House	1830	
	9-11 Cross Street		1900	
<b>WLT.133</b>	15 Cross Street		1840	
	18-20 Cross Street		1910	
<b>WLT.134</b>	21 Cross Street		1840	
	23 Cross Street		1800	
	27 Cross Street		1845	
	31 Cross Street		1845	
<b>WLT.523</b>	32-34 Cross Street		1870	
	36-38 Cross Street		1820	

	19 Heard Street		1900	
<b>WLT.521</b>	23 Heard Street		1850	
<b>WLT.138</b>	29 Heard Street	Holbrook, Richard House	1844	
<b>WLT.139</b>	33 Heard Street		1840	
<b>WLT.507</b>	1-2 Jackson Place		1820	
<b>WLT.508</b>	3-4 Jackson Place		1820	
<b>WLT.509</b>	5-6 Jackson Place		1820	
<b>WLT.510</b>	7-8 Jackson Place		1820	
<b>WLT.136</b>	504-506 Main Street	Frost House	1860	
	12-14 Newton Street		1880	
<b>WLT. 155</b>	18 Newton Street		1840	
<b>WLT. 140</b>	21 Newton Street	Cate, Horace House	1880	
	22 Newton Street		1900	
<b>WLT. 154</b>	26-28 Newton Street	Field House	1865	
<b>WLT. 162</b>	38 Newton Street		1840	
<b>WLT. 161</b>	42 Newton Street		1800	
<b>WLT. 172</b>	62 Newton Street	Mulliken, I. W. Stable	1870	
<b>WLT. 150</b>	1-6 River Ave.	Boston Manufacturing Company Housing	1845	
<b>WLT.Q</b>	365-369 River Street	Boston Manufacturing Company Housing	1850	
<b>WLT.153</b>	372-378 River Street	Boston Manufacturing Company Housing	1845	
<b>WLT.525</b>	373-383 River Street		1890	
<b>WLT.511</b>	387-389 River Street		1890	
<b>WLT.506</b>	403 River Street	Gilbrae Inn	1890	National Register
<b>Wlt.505</b>	405-413 River Street	Boston Manufacturing Company Worker Housing	1820	
<b>WLT.513</b>	414-416 River Street	Boston Manufacturing Company Worker Housing	1820	

<b>WLT.Q</b>	420-422 River Street	Boston Manufacturing Company Housing	1830	
<b>WLT.151</b>	426-432 River Street	Boston Manufacturing Company Housing	1845	

## Target List of Miscellaneous Survey Candidates

(Some historical research has already been done on 15 properties (marked with \*))

<b>MHC # (if any)</b>	<b>Address</b>	<b>Historic Name (if any)</b>	<b>Assessors' Date</b>	<b>Notes</b>
	58 Adams Street		1900	
	*24 Bacon Street		1780	Preliminary research done by WHC
	128 Bacon Street		1800	
	145 Bacon Street		1882	
<b>WLT.260</b>	214 Bacon Street		1845	
	222 Bacon Street		1900	
<b>WLT.263</b>	233 Bacon Street		1860	
<b>WLT.264</b>	247 Bacon Street		1860	
	250 Bacon Street		1920	
	252 Bacon Street			No 252
	314 Bacon Street		1900	
	357 Beaver Street		1920	
	50 Chester Brook Rd		1910	
<b>WLT.209</b>	*80 Church Street		1850	Preliminary research done by WHC
	*119 Dale Street		1845	Preliminary research done by WHC
	*167-169 Dale Street		1900	Preliminary research done by WHC
	*37-39 Farnsworth Street		1880	Preliminary research done by WHC
<b>WLT.390</b>	105 Galen Street	Worcester, Thomas II House	1929	
	24 Greenwood Ln.		1880	
	74 Greenwood Ln.		1890	
	96 Greenwood Ln.		1860	
	102 Greenwood Ln.		1968	

<b>WLT.252</b>	19 Hammond Street		1875	
	140 Harrington Road		1855	
	*67-69 Lexington Street		1900	Preliminary research done by WHC
	*73-75 Lexington Street		1890	Preliminary research done by WHC
	*79-81 Lexington Street		1890	Preliminary research done by WHC
<b>WLT.419</b>	*18-20 Lexington Terrace	Peck - Stone House	1870	Preliminary research done by WHC
	*19 Murray St.		1882	Preliminary research done by WHC
	12 Oak Street		1880	
	*44 Oak Street		Not listed	Preliminary research done by WHC
<b>WLT.480</b>	94 School Street		1860	
	274 School Street		1890	
<b>WLT.246</b>	*117 South Street	Farwell House	1830	Preliminary research done by WHC
	259 South Street		1880	
<b>WLT.1097</b>	127 Summer Street	Stone, Charles F. House	1880	
	*200 Warren Street		1870	Preliminary research done by WHC
<b>WLT.309</b>	*115 Worcester Lane		1904	Preliminary research done by WHC
	171 Worcester Lane		1950	
<b>WLT.310</b>	*221 Worcester Lane	Worcester, Thomas House	1865	Preliminary research done by WHC
	234 Worcester Lane		1910	

**CITY OF WALTHAM,  
OFFICE OF THE CHIEF PROCUREMENT OFFICER  
Waltham Industrial Period  
Historic Properties Survey Update**

**PRICE QUOTATION FORM**

The undersigned hereby submits this price quotation to perform the services outlined in the Request for Quotes for the City of Waltham Community-wide Historic Properties Survey.

Authorized SIGNATURE: \_\_\_\_\_

(Print Name): \_\_\_\_\_

Company or Individual Name: \_\_\_\_\_

Address: \_\_\_\_\_

The BIDDER hereby pledges to deliver the complete scope of services required, for the rates and charges shown below:

Cost to complete the project:

Phase I:	\$ _____
Phase II:	\$ _____
Phase III:	\$ _____
Phase IV:	_____
\$	_____
<b>TOTAL COST:</b>	<b>\$ _____</b>

(not to exceed \$30,000)

Note: Submit Five (5) copies of proposal. One Copy must bear Original "Wet" signatures

**ATTACHMENT C**

**COMPLIANCE FORMS**

**(PLEASE COMPLETE AND SUBMIT THESE FORMS WITH YOUR RESPONSE)**

**“WET” SIGNATURES ARE REQUIRED”**

**“WET” SIGNATURES ARE REQUIRED”**

**NON-COLLUSION FORM AND TAX COMPLIANCE FORM**

**CERTIFICATE OF NON-COLLUSION**

The undersigned certifies under penalties of perjury that this bid or proposal has been made and submitted in good faith and without collusion or fraud with any other person. As used in this certification, the word “person” shall mean any natural person, business, partnership, corporation, union, committee, club, or other organization, entity or group of individuals. The undersigned certifies that no representations made by any City officials, employees, entity, or group of individuals other than the Purchasing Agent of the City of Waltham was relied upon in the making of this bid

\_\_\_\_\_, \_\_\_\_\_  
(Signature of person signing bid or proposal)      Date

\_\_\_\_\_  
(Name of business)

**“WET” SIGNATURES ARE REQUIRED”**

**TAX COMPLIANCE CERTIFICATION**

Pursuant to M.G.L. c. 62C, & 49A, I certify under the penalties of perjury that, to the best of my knowledge and belief, I am in compliance with all laws of the Commonwealth relating to taxes, reporting of employees and contractors, and withholding and remitting child support.

\_\_\_\_\_, \_\_\_\_\_  
Signature of person submitting bid or proposal      Date

\_\_\_\_\_  
Name of business

**NOTE**

Failure to submit any of the required documents, in this or in other sections, with your bid response package may cause the disqualification of your proposal.

**“WET” SIGNATURES ARE REQUIRED”**

**CERTIFICATE OF VOTE OF AUTHORIZATION**

Date:

I \_\_\_\_\_, Clerk of \_\_\_\_\_ hereby certify that at a meeting of the Board of Directors of said Corporation duly held on the \_\_\_\_\_ day of \_\_\_\_\_ at which time a quorum was present and voting throughout, the following vote was duly passed and is now in full force and effect:

VOTED: That \_\_\_\_\_ (*name*) is hereby authorized, directed and empowered for the name and on behalf of this Corporation to sign, seal with the corporate seal, execute, acknowledge and deliver all contracts and other obligations of this Corporation; the execution of any such contract to be valid and binding upon this Corporation for all purposes, and that this vote shall remain in full force and effect unless and until the same has been altered, amended or revoked by a subsequent vote of such directors and a certificate of such later vote attested by the Clerk of this Corporation.

I further certify that \_\_\_\_\_ is duly elected/appointed \_\_\_\_\_ of said corporation

SIGNED:

(Corporate Seal)

\_\_\_\_\_  
Clerk of the Corporation:

Print Name: \_\_\_\_\_

**“WET” SIGNATURES ARE REQUIRED”**

COMMONWEALTH OF MASSACHUSETTS

County of \_\_\_\_\_

Date:

Then personally appeared the above named and acknowledged the foregoing instrument to be their free act and deed before me, \_\_\_\_\_

Notary Public;

My Commission expires: \_\_\_\_\_

**“WET” SIGNATURES ARE REQUIRED”**

**CORPORATION IDENTIFICATION**

The bidder for the information of the Awarding Authority furnishes the following information.

If a Corporation:

Incorporated in what state \_\_\_\_\_

President \_\_\_\_\_

Treasurer \_\_\_\_\_

Secretary \_\_\_\_\_

Federal ID Number \_\_\_\_\_

If a foreign (out of State) Corporation – Are you registered to do business in Massachusetts?

Yes \_\_\_\_\_, No \_\_\_\_\_

If you are selected for this work you are required under M.G.L.ch. 30S, 39L to obtain from the Secretary of State, Foreign Corp. Section, State House, Boston, a certificate stating that you Corporation is registered, and furnish said certificate to the Awarding Authority prior to the award.

If a Partnership: (Name all partners)

Name of partner \_\_\_\_\_

Residence \_\_\_\_\_

Name of partner \_\_\_\_\_

Residence \_\_\_\_\_

If an Individual:

Name \_\_\_\_\_

Residence \_\_\_\_\_

If an Individual doing business under a firm’s name:

Name of Firm \_\_\_\_\_

Name of Individual \_\_\_\_\_

Business Address \_\_\_\_\_

Residence \_\_\_\_\_

Date \_\_\_\_\_

Name of Bidder \_\_\_\_\_

By \_\_\_\_\_

Signature \_\_\_\_\_

Title \_\_\_\_\_

Business Address \_\_\_\_\_ (POST OFFICE BOX NUMBER NOT ACCEPTABLE)

City

State

Telephone Number

Today’s Date

**“WET” SIGNATURES ARE REQUIRED”**

**DEBARMENT CERTIFICATION**

In connection with this bid and all procurement transactions, by signature thereon, the respondent certifies that neither the company nor its principals are suspended, debarred, proposed for debarment, declared ineligible, or voluntarily excluded from the award of contracts, procurement or non procurement programs from the Commonwealth of Massachusetts, the US Federal Government and /or the City of Waltham. “Principals” means officers, directors, owners, partners and persons having primary interest, management or supervisory responsibilities with the business entity. Vendors shall provide immediate written notification to the Purchasing Agent of the City of Waltham at any time during the period of the contract of prior to the contract award if the vendor learns of any changed condition with regards to the debarment of the company or its officers. This certification is a material representation of fact upon which reliance will be placed when making the business award. If at any time it is determined that the vendor knowingly misrepresented this certification, in addition to other legal remedies available to the City of Waltham, the contract will be cancelled and the award revoked.

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Company Name \_\_\_\_\_

Address \_\_\_\_\_

City \_\_\_\_\_, State \_\_\_\_\_, Zip Code \_\_\_\_\_

Phone Number (\_\_\_\_) \_\_\_\_\_

E-Mail Address \_\_\_\_\_

Signed by Authorized Company Representative: \_\_\_\_\_

Print name. \_\_\_\_\_, Date \_\_\_\_\_