



REQUEST FOR PROPOSAL
For
The Restoration of the John Vogler House Windows

Date: April 8, 2021

Our Mission:

Old Salem Museums & Gardens presents an authentic view of the rich cultural history of early Southern life to diverse audiences—with special emphasis on the Moravians in North Carolina—through the preservation and interpretation of historic objects, buildings, and landscapes.

About Old Salem Museums & Gardens:

In 1950, a group of dedicated volunteers established Old Salem, Inc. to begin preserving and restoring the town of Salem for future generations. As Old Salem grew, more buildings were restored, and new facilities were added—including the Museum of Early Southern Decorative Arts (MESDA).

In addition to having two National Historic Landmark buildings, the Salem Tavern and the Single Brother's House, Old Salem was designated as a National Historic Landmark (NHL) in 1966, and its boundaries were redefined in the 1970s. Old Salem has worked since the 1990s to expand the historic district to encompass the broader Moravian experience and influence more comprehensively. In 2016 the National Park Service approved an expansion of the NHL district, including changes to the boundaries, additional time periods of significance and more types of resources.

Old Salem attracts approximately 440,000 visitors annually, including 45,000 school children. The museums and have a regional economic impact of over \$48 million a year and generate \$3.34 million in tax revenues for the state and county.

Adjacent to the historic district is Salem College with enrollment of 940 students and an additional 100 families that live in Salem.



J. Vogler House, 700 South Main Street on the Square

Constructed 1819; restored 1955

John Vogler and his new wife Christina Spach moved into this house on Salem Square when it was finished in 1819. John was a silversmith and clock repairer. He was active in Salem's community through service on church boards and leadership in the Sunday School movement. John and Christina had three children, Lisetta, Louisa, and Elias.

The Vogler House features the family's public and private living spaces along with John's shop and a scullery housing a bake oven and smithy. Many furnishings are original to the Vogler family.

The house was architecturally seminal as one of the first to follow emerging American national styles in Salem, most residences to that point had been based on traditional Germanic forms and plans. There is a pedimented hood over the front door with a painted clock face reflecting his trade. The house is one of Old Salem's most important and beloved structures.

INTRODUCTION

This Request for Proposal, "RFP" was developed to perform a request for proposal for restoring the windows in the John Vogler House in the **Old Salem Museums & Gardens** Historic District. The purpose of this document is to define the process for evaluation and request information that will assist us in reviewing and/or selecting compatible candidates.

DESCRIPTION

The John Vogler House windows and main entry doors are in need of restoration to include some or all of the following:

- Stripping of outside paint.
- Wood repaired and/or replaced where needed. Repair over replacement is preferred in retaining as much original wood as reasonable.
- If broken, glass windowpanes replaced with restoration glass or with period glass that we have available.
- Glass windowpanes re-glazed, #7 or triangular push points preferred.
- Primer coat of outside paint applied.
- Windows can be removed for the work to be done off-site and brought back to the house for installation.
- With this being one of the most prominent buildings on Salem Square, windows removed should be replaced as soon as possible.
- Existing/Historic hardware or shadowing to be retained and reviewed, before any removal or patch.
- Photos of the current window conditions are at the end of this document. You are also welcome to inspect the building in person.
- Project goal is fully operational windows, as much as possible for individual windows/locations. To be reviewed case by case.
- Refer to the following preservation guidelines in considering project expectations:

National Park Service

US Department of the Interior

Preservation Brief 9: The Repair of Historic Wooden Windows

www.nps.gov/tps/how-to-preserve/briefs/9-wooden-windows.htm

Window and door count is as follows: Two entry doors (front and back of center hallway), 31 total windows:

- 21 (15 Pane)
- 6 (12 Pane)
- 1 (4 Pane)
- 1 (10 Pane)
- 2 (Transoms)

EVALUATION TIMETABLE

Proposals will be reviewed by the **OLD SALEM MUSEUMS & GARDENS** CEO, COO, Director of Interpreted Environments & Restoration, and the Director of Facilities.

The expected timetable for the evaluation process is outlined below:

- Release RFP– **April 8, 2021**
- Receive responses – **April 26, 2021.**
- Conduct meetings with top Consultant(s) – **Week of April 26, 2021**
- Decision made by – **May 3, 2021.**

Candidate(s) will be notified in writing of the results after the primary candidate(s) of choice has (have) been selected. **OLD SALEM MUSEUMS & GARDENS** is under no obligation to disclose the reasoning behind its decisions in evaluating this response. The successful candidate(s) will be invited to enter into a service agreement contract with **OLD SALEM MUSEUMS & GARDENS**.

PROPOSAL SUBMISSION

The Request for Proposal will be released on **April 8, 2021**. Proposals must be received at or before 5:00 p.m. on **April 26, 2021. This deadline is absolute.** Please submit your response and all materials to be considered electronically to rking@oldsalem.org.

OLD SALEM MUSEUMS & GARDENS will review all submitted materials. All materials become the property of **OLD SALEM MUSEUMS & GARDENS** and its agents and will not be returned. If the candidate intends to submit confidential or proprietary information as part of the proposal, any limits on the use or distribution of that material should be clearly delineated in writing.

COMMUNICATIONS

All questions and requests for clarification concerning this document **must be** addressed to Robbie King at rking@oldsalem.org or at 336-721-7381. Please do not to contact any other representatives of **OLD SALEM MUSEUMS & GARDENS** during this process.

PROPOSAL CONDITIONS

OLD SALEM MUSEUMS & GARDENS reserves the right to enforce the following proposal conditions:

- This RFP may be modified or withdrawn by **OLD SALEM MUSEUMS & GARDENS** at any time.

- All information provided to Candidates(s) by **OLD SALEM MUSEUMS & GARDENS** is proprietary information and is to be used solely for responding to this RFP. All proposals will be the sole property of **OLD SALEM MUSEUMS & GARDENS**.
- If, in **OLD SALEM MUSEUMS & GARDENS's** opinion, none of the proposals is acceptable, **OLD SALEM MUSEUMS & GARDENS** may decide to reject all proposals.
- By the issuance of this RFP, **OLD SALEM MUSEUMS & GARDENS** is not obligated to award a contract.
- The proposal received from the successful Candidate(s) as well as this RFP, either in whole or in part, at **OLD SALEM MUSEUMS & GARDENS's** option, will become part of the agreement between **OLD SALEM MUSEUMS & GARDENS** and the candidate(s).
- **OLD SALEM MUSEUMS & GARDENS** reserves the right to share with board members, attorneys, affiliates and employees of **OLD SALEM MUSEUMS & GARDENS** all responses to this RFP and any subsequent information or contractual documents.
- **OLD SALEM MUSEUMS & GARDENS** reserves the right to amend the contents of this RFP or due dates during the proposal solicitation, evaluation and selection process. Any changes will be communicated to you in writing.
- The successful candidate will be required to provide **Old Salem Museums & Gardens** with a completed W-9 Tax Form and a Certificate of Liability Insurance.

CONFIDENTIALITY

By responding to this RFP, the Candidates(s) expressly acknowledges that **OLD SALEM MUSEUMS & GARDENS** issue of the RFP, and other information are the sole and exclusive property of **OLD SALEM MUSEUMS & GARDENS** and agrees that it will safeguard such information to the same extent it safeguards its own confidential material or data relating to its own business information that is of a confidential or proprietary nature.

Please answer all questions below in the order presented

GENERAL INFORMATION

1. Provide a brief overview of your company. How many employees?
2. Explain your ownership/corporate structure: (Example – “independently owned and operated, a limited partnership, part of a publicly traded company)?

3. Please provide a bio of your key managers/owners.
4. List your firm's lines of business (including affiliated companies).
5. How many years have you been in business?
6. How long have you been with the company you're representing?
7. Have you had, or do you currently have any litigation surrounding your services and products? If yes, please describe.

REFERENCES

Please provide a list of at least **three** references. The references will be utilized by **OLD SALEM MUSEUMS & GARDENS** to evaluate the candidate's capability to meet this RFP's requirements. Please include the name, city, state, phone number and email address for each reference and permission to contact them.

References must be submitted with RFP, as they are part of the evaluation process.

PROPOSAL DUE DATE

All responses are due by 5:00 p.m. on April 26, 2021.

**Thank you for your interest in
OLD SALEM MUSEUMS & GARDENS!**

Current Exterior Window & Door Conditions (Photos taken 4-7-2021)

























