

**Town of Hanson
Hanson Historical Commission**

REQUEST FOR PROPOSALS
Hanson Community-wide
Historic Properties Survey

Date of Advertisement:

AUGUST 10, 2017

PROPOSALS DUE:

SEPTEMBER 8, 10:00 am

Late Proposals Will Be Rejected

DELIVER COMPLETED SUBMISSIONS TO:

Town of Hanson
Office of the Board of Selectmen
542 Liberty Street, Hanson, MA 02341

For further information, please contact:
Michael W. McCue, Town Administrator, Town of Hanson,
at 781-293-5186
mmccue@HANSON-MA.gov

**TOWN OF HANSON, OFFICE OF THE BOARD OF SELECTMEN
542 LIBERTY STREET, HANSON, MA 02341**

REQUEST FOR PROPOSALS

**Hanson Community-wide
Historic Properties Survey**

I. INTRODUCTION

The Town of Hanson (Town) is seeking proposals from qualified historic preservation consultants to undertake an intensive-level, community-wide survey of cultural and architectural resources in the town of Hanson. This Request for Proposals (RFP) stipulates the procedures and requirements to be used by the Town 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 historic resources 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 Hanson and Massachusetts Historical Commissions;
- ❖ PHASE IV – Production of final inventory forms, reports and maps.

The Town will evaluate all timely proposals to ensure that all required submittals have been included in responses and that all responses meet the Minimum Evaluation Criteria. Proposals that are deemed to be complete shall be presented to a selection committee consisting of the Purchasing Agent and members of the Hanson Historical Commission and reviewed/ranked using the Comparative Evaluation Criteria. The top-ranked proposals will also be reviewed by the Massachusetts Historical Commission (MHC) before an award can be made. Activities will commence immediately upon MHC concurrence with the Town's selection of a proposal and issuance of a Notice to Proceed. Proposers must provide fee amounts for these four tasks in their proposal. The Town has established a budget not to exceed \$20,000.

All questions regarding this Request for Proposal must be received by the Town no later than 10:00 AM on September 1, 2017 and addressed to the attention of Michael W. McCue, Town Administrator, Town of Hanson and may be e-mailed, and if e-mailed must be marked in the subject line "RFP Historic Properties Survey" to mmccue@HANSON-MA.gov or faxed to (781) 294-0884.

II. PROJECT AREA

The project area will include the town of Hanson, Massachusetts.

III. FUNDING SOURCE(S)

The Project is being funded in part by the Town of Hanson, 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

Hanson will celebrate its bicentennial in 2020. It is this significant milestone that is serving at a catalyst for the Hanson Historical Commission to establish a long range plan of related activities to accomplish by 2020.

Hanson's inventory dates to a 1996 survey of 160 properties in areas and individual resources. The consultants at the time wrote that

many others remain in the town, including a significant number with important historical associations and that retain considerable integrity. The Town of Hanson [the consultants went on] has an unusually high survival rate for residences. In addition, the town's distinctive settlement pattern appears to have contributed to buildings' survival but also to have made survey somewhat more challenging. A middle landscape between village and farm characterizes much of Hanson, consisting of a more uniform distribution of dwellings across the landscape on moderate-sized lots. While this meant the construction and survival of a large number of dwellings across the town, it has made it more difficult to economically cluster them together for survey purposes.

Eight historic districts were recommended for listing in the National Register of Historic Places, as well as over three dozen individual properties. Since that time, two of the recommendations have been acted on, with National Register listings in 2005 for the Camp Kiwanee Historic District and Hanson Primary School #4.

Based on the 1996 survey report, there is a wealth of information on which to build. The Commission seeks to update the inventory by reviewing historical buildings and locations not covered in the 1996 report, and those that might be in need of updating. An updated inventory will allow the Commission to expedite National Register nominations and also allow us to take the first steps toward a cemetery preservation and restoration plan. It would also give us guidance on developing an overall historic preservation plan for the town.

Cemetery preservation is something that Hanson has not pursued thoroughly in the past. One cemetery, Fern Hill, is part of the MACRIS database after our 1996 survey. However, Hanson has 7 other historic burial grounds, with anywhere from 2-30 graves in each location, and many have received little to no attention for some time. The cemeteries include Burial Hill (adjacent to Fern Hill cemetery); Hobart Cemetery (20 graves; near Franklin & Main Streets); Monroe Burial Ground (15 graves; off Monroe Street); Thomas Tombs (1-2 graves); Stetson Cemetery (25-30 graves; Route 58 near Cranland Airport); Howland Family Burial Plot (Private property location on Kiwanee Road); Perry Tomb (Winter Street; 1-2 graves).

A complete list of properties considered to be priority properties is found in Attachment F

See Attachment A for the complete Scope of Work.

V. PROPOSAL REQUIREMENTS

Five (5) copies of the proposal must be furnished to the Town of Hanson for review by the Selection Committee. The overall proposal must include:

A. Technical Requirements - to be submitted in Envelope A

1. The identity of the individual, partnership or corporation applying for contract award and 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 proposer's qualifications and will be incorporated as a condition in the contract to be awarded.
2. An applicant 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. Proposers must meet the following minimum criteria:
 - a. Bachelor's Degree in Historic Preservation, Architectural History, History, Art History or a closely related field and at least two years full-time experience in an area relevant to the project; or
 - b. Master's Degree in Historic Preservation, Architectural History, History, Art History or a closely related field.
3. A detailed explanation of the proposer's approach to this project: methodology, demonstrated understanding of the scope of work and completion deadline, and the proposer's expectations of assistance and services from the Town. A technical work plan and project timeline for accomplishing the tasks described in the scope of services must be provided.
4. 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.
5. Any other information deemed relevant to the project, and which the proposer believes will further the competitiveness of the proposal.
6. Proposal Signature Form, Certificate of Non-Collusion, Statement of Tax Compliance and Certificate of Vote of Corporation, as applicable (see Attachments C, D, and E).

B. Price Proposal Requirements - to be submitted in Envelope B

1. Completed Attachment B – Fee Proposal Form.

Please note: Any proposal that fails to include all of the above information will be rejected as unresponsive, and will not be afforded a complete review by the Selection Committee.

VI. SELECTION CRITERIA

1. Minimum Evaluation Criteria

The Selection Committee shall first review each technical proposal to ascertain whether or not the following minimum criteria have been met:

- a. The technical proposal includes all of the items for a complete proposal.
- b. The proposer meets the minimum qualifications as outlined above.

2. Comparative Evaluation Criteria

All responsive proposals will be judged against the Comparative Evaluation Criteria detailed below. The Town will rank each proposal as:

- a. Highly Advantageous – the proposal fully meets and significantly exceeds the standards of the specific criterion;
- b. Advantageous – the proposal fully satisfies the standards of the specific criterion;
- c. Not Advantageous – the proposal does not fully meet the standards of the specific criterion, is incomplete, unclear, or both.

The Selection Committee shall rate and rank each technical proposal meeting the Minimum Evaluation Criteria according to the Comparative Evaluation Criteria listed below. The Fee Proposal Forms will then be opened and reviewed. The Selection Committee will then select the most overall advantageous proposal. Such ratings shall be included in a written recommendation for selection to the MHC.

2.1. Quality and Depth of Project Experience

Highly Advantageous – The project proposal demonstrates superior experience in providing services related to the Town's requirements. The project proposal demonstrates 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 are of outstanding quality in content and technical presentation.

Advantageous – The project proposal demonstrates solid experience in providing services related to the Town's requirements. The project proposal demonstrates a good depth of experience with similar projects (3 to 5), and prior experience with municipally or privately funded not-to-exceed or fixed-fee contracts. Project work samples are of good quality in content and technical presentation.

Not Advantageous – The proposer has limited experience in providing services related to the Town's requirements or with similar projects (less than 3), and prior experience with public or private, not-to-exceed or fixed fee contracts. Project work samples minimally meet current standards for content and technical presentation.

2.2. Qualifications of the Proposer

Highly Advantageous – The proposer’s resume(s) demonstrate that proposer 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.

Advantageous – The proposer’s resume(s) demonstrate that proposer has adequate training, educational background and work experience appropriate to the project described herein and all key project personnel demonstrate professional experience that meets or somewhat exceeds the minimum requirements.

Not Advantageous – The proposer’s resume(s) do not demonstrate that proposer has adequate training, educational background and work experience appropriate to the project described herein.

2.3. Desirability of approach to the project, demonstrated understanding of the community’s historic and cultural resource protection needs, and proposer’s ability to undertake and complete this project in a timely manner.

Highly Advantageous – The proposal demonstrates a superior approach to the subject material, an understanding of the historic and cultural resource issues addressed by the project, and a clear analysis of the time required for each phase of the project. The proposal demonstrates a strong understanding of the history and development of local architectural forms in Massachusetts communities. All references confirmed that consultant had met schedule expectations and delivered an “on-time” project.

Advantageous – The proposal demonstrates a good approach to the subject material, an understanding of the historic and cultural resource issues addressed by the project, and presents a time schedule that meets the project requirements. One reference stated that consultant was unable to meet the agreed-upon project schedule.

Not Advantageous – The proposal does not demonstrate a desirable approach to the project and does not demonstrate a clear understanding of the community’s historic and cultural resource protection needs. More than one reference indicated that consultant had been unable to meet the agreed-upon project schedule.

2.4. Overall Quality of Client References

Highly Advantageous – All references contacted spoke favorably of the work performed by the proposer and would use them again for a similar project without hesitation.

Advantageous – The great majority of references spoke favorably of the work performed by the proposer and would use them again for a similar project without hesitation.

Not Advantageous – One reference stated that there had been significant difficulties with the proposer’s ability to deliver the contracted services and deliverables.

2.5. Completeness and Quality of Proposal

Highly Advantageous – Response is complete, concise, informative, and highly detailed. Proposal reflects that proposer is able to perform in a superior manner acceptable to the Town. Evaluation team is completely convinced about the proposer’s ability to provide the level of services as required by the Town. Proposal demonstrates excellent communication and documentation skills.

Advantageous – Response is complete, informative, and meets criteria for responsiveness. Evaluation team finds proposal reflects that proposer is able to perform in an adequate manner acceptable to the Town. Proposal demonstrates a good level of communication and documentation skills.

Not Advantageous – Response lacks a comprehensive approach, but meets criteria for responsiveness. Evaluation team finds proposal reflects that proposer may be able to perform in a manner acceptable to the Town. Communication and documentation skills appear only adequate.

VII. INTERVIEWS

After review of the technical proposals, the Selection Committee may, at its discretion, schedule interviews with any or all of the proposers for the purpose of further evaluation of the proposer’s qualifications and ability to provide the required service. Interviewees will be ranked on their presentation.

VIII. PROJECT FEE

The Town has established a budget not to exceed \$20,000 for the Scope of Services described herein. Proposers must complete Attachment B – Fee Proposal Form. Project fees must be provided for each of the four phases of work as described in 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 RFP.

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

- ❖ PHASE I – Identification of historic resources available for the project and development of methodology – October 20, 2017;
- ❖ PHASE II – Identification of properties to be surveyed and production of sample inventory forms – December 15, 2017;
- ❖ PHASE III – Production of complete draft inventory forms for review by the Hanson and Massachusetts Historical Commissions – May 4, 2018;
- ❖ PHASE IV – Production of final inventory forms, reports and maps – June 29, 2018

Please note: all contract work must be completed by June 30, 2018.

X. PROPOSAL SUBMISSION

Proposals will be received at the Town of Hanson, MA Office of the Board of Selectmen **until September 8, 2017 at 10:00 am.** After this time they will be opened in confidence in accordance with M.G.L. c. 30B, §6 (d). **Proposals received after that date and time will be rejected.**

The mailing address for all deliveries and walk-in service is:

**Town of Hanson
Office of the Board of Selectmen
542 Liberty Street
Hanson, MA 02341**

Five (5) copies of each proposal shall be submitted as follows:

The Technical Proposal shall be submitted on the form furnished and in a sealed envelope marked:

Proposal Envelope A - Technical Proposal

**Hanson Community-wide
Historical Properties Survey**

Bidder's Name _____

The Price Proposal shall be submitted on the form furnished and sealed in a **separate** envelope marked:

Proposal Envelope B – Price Proposal

**Hanson Community-wide
Historic Properties Survey**

Bidder's Name _____

NOTE: Price proposals must be kept entirely separate from technical proposals. Failure to follow this instruction will result in rejection of the proposal.

XI. OTHER REQUIREMENTS

ATTACHMENT A

Town of Hanson Historic Properties Survey

SCOPE OF WORK

PROJECT OBJECTIVES

The purpose of this project will be to undertake an intensive-level community-wide survey of cultural and architectural resources in the Town of Hanson. This project will be structured to provide professional cultural and architectural resource survey expertise to the community. Specific project goals are as follows:

- 1) To conduct a community-wide survey to assess and document approximately 90 selected cultural and architectural resources, 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 community-wide 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 community-wide 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 community-wide 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 community-wide 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 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 Report* and will relate inventoried properties to the significant themes in the historical development of the city.

Phase Meetings:

The project consists of four phases. Project personnel, both the consultant and the project coordinator, will meet with MHC staff at MHC offices in Boston 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 community-wide survey will consider the full range of cultural resources in terms of period, theme, property type, architectural form and style, and geographic distribution. The survey will consider all periods of architectural and historic development from the period of first colonial European presence to circa 1970. Significant themes of historical and architectural development will be identified, and resources will be related to these themes.

The community 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.

SCOPE OF WORK

Phase I (6 weeks)

Tasks:

- (Start-up meeting) Meet 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 documentary materials (LHC files, collections and existing research, maps, local histories, 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 city-based GIS data suitable for use in the project;
- Review existing inventory forms on file at 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.
- Meet 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.

Phase I will be completed by Friday, October 20, 2017

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.
- Meet 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, December 15, 2017

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.
- Meet 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 90 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 4, 2018

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 Criteria Statement forms 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 90 properties (two sets with original photographic prints: one for MHC and one for the LHC. Inventory forms must be printed 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.)
- 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* 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, June 29, 2018.

**Town of Hanson
Office of the Board of Selectmen
542 Liberty Street
Hanson, MA 02341
Hanson Community-wide
Historic Properties Survey**

FEE PROPOSAL FORM
(To be submitted in Envelope B)

The undersigned hereby submits a price proposal to perform the services outlined in the Request for Proposals for the Town of Hanson Community-wide Historic Properties Survey.

Proposer: _____

Address: _____

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

Estimated cost to complete the project:

Phase I: _____

Phase II: _____

Phase III: _____

Phase IV: _____

TOTAL COST: _____

(not to exceed \$20,000)

Note: Five (5) copies of proposal are to be submitted.

**Town of Hanson
Office of the Board of Selectmen
542 Liberty Street
Hanson, MA 02341**

Hanson Community-wide Historic Properties Survey

PROPOSAL SIGNATURE FORM

(This form to be submitted in Envelope A - Technical Proposal)

The undersigned, hereafter called the proposer, having fully familiarized him/herself with all the request for proposal documents, hereby agrees and declares:

1. That prices inserted in the Price Proposal (Envelope B) cover all necessary expenses to fulfill the conditions of the contract within the time stated.
2. Pursuant to M. G. L. c. 62C, § 49A, the proposer hereby certifies that the proposer has filed all state tax returns and paid all state taxes required under law.
3. The undersigned certifies under penalties of perjury that this 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 following items are to be completed by the Proposer, if applicable:

Our Company is: A Corporation _____
 A Partnership _____
 Individually Owned _____

Individual/Company Name: _____

Social Security or Federal Identification Number: _____

Signature of Individual or Authorized Official: _____

Address: _____

Telephone Number: _____

E-mail _____

CERTIFICATE OF NON-COLLUSION

The undersigned certifies under the 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.

Signature of Individual Signing Bid Proposal: _____

Name of Business: _____

Date: _____

STATEMENT OF TAX COMPLIANCE

Pursuant to M.G.L. Chapter 62C, Section 49A, I certify under penalties of perjury that I, to my best knowledge and belief, have complied with all laws of the Commonwealth of Massachusetts relating to taxes.

Social Security or Federal Identification Number: _____

Signature of individual signing bid or proposal: _____

Date: _____

**CERTIFICATE OF VOTE
OF CORPORATION
(if applicable)**

(This form to be submitted in Envelope A - Technical Proposal)

Date: _____

I, _____, Clerk-Secretary of the corporation named in the foregoing Proposal,
certify that _____ who signed the said Proposal on behalf of
said corporation, was then the _____ of said corporation; that I know his
signature; (Title)

and that his signature thereto is genuine and that said Proposal was duly executed for and on

_____, 2017.

(Clerk-Secretary)

Date of Incorporation: _____

(Corporate Seal)

Preliminary Target List of Potential Properties and Cemeteries for Review

Street No.	STREET	NAME	Const. Date
19	Franklin St.	Lipinski	1834
278	Main St.	In. Head Pub	1794
1321	Main St.	Geo. Crocker	1875
1222	Main St.	Lydia Keene	1711-1853
1127	Main St.	Livery Stable	1885
	Main St.	Clark's Store	1898
795	Main St.	Fabyan	1810
514	Main St.	Reed	1820
438	Main St.	Perkins	1765
362	Main St.	Goodwin	1830
22	Main St.	Dr. Breil	1837
464	Main St.	Converse	1845
474	Main St.	Harriot	1800
580	Main St.	Brett	1830
822	Monponsett	Nicoll	1760
947	Monponsett	Hillstrom	1850
132	Crooker Place	Robichaod	1795
342	Elm St.	Phillips	1833
482	Elm St.	Stillman	1800
671	Indian Head St.	Clemons	1800
636	Indian Head St.	Keane	1850
576	Indian Head St.	Bryant	1848
585	Indian Head St.	Fusco	1855
552	Indian Head St.	DiMaltico	1845
	Indian Head St.	Rainbow Camp	1750
426	Indian Head St.	Horan	1800
359	Indian Head St.	Nawezelski	1790
172	Indian Head St.	Corbeels	1825
58	E. Wash. St.	Buckley	1800
163	E. Wash. St.	Downey	1750
248	E. Wash. St.	Grabowski	1800
312	E. Wash. St.	Davison	1810
341	E. Wash. St.	Porter	1775
364	E. Wash. St.	Hall	1808
480	E. Wash. St.	Archibald	1780
491	E. Wash. St.	Garland	1839
563	E. Wash. St.	Taylor	1800
610	E. Wash. St.	Appelton	1670-1830
645	E. Wash. St.	Richter	1839
665	E. Wash. St.	Richter	1837
1077	E. Wash. St.	Schoolhouse	1871

Street No.	STREET	NAME	Const. Date
727	E. Wash. St.	Davis	1880
324	Winter St.	Hunt Barn	1792
923	Winter St.	Goodwin	1790
841	Winter St.	Mahn	1832
745	Winter St.	Hatch	1845
834	Winter St.	Hatch	1760
499	State St.	Webster	1775
435	State St.	Parks	1794
408	State St.	Spinney	1770
297	State St.	Dansak	1750
316	State St.	Fostea	1847
213	State St.		1830
170	State St.	Nover	1800
56	Elm Place	Billings	1760
270	Cross St.	Burr	1760
45	Liberty St.	Carr	1833
40	Liberty St.	Sanville	1815
165	Liberty St.	Heidi Hollow	1841
357	Liberty St.	Sholtz	1820
	Liberty St.	Thomas Mill	1670-1830
37	Maquan St.	Was School House	1760
218	Maquan St.	Baresel	1846
238	Maquan St.	Baresel	1790
437	Maquan St.	Hobart	1810
544	Maquan St.	Shoe Shop	1873
534	Maquan St.	McLellan	1827
556	Maquan St.	Stone	1830
108	Pleasant St.	Eaton	1820
266	Pleasant St.	Nason	1725
243	Pleasant St.	Duncan	1820
529	Pleasant St.	Hughes	1850
621	Pleasant St.	Anderson	1850
671	High St.	Cox	1740 1840
75	High St.	Hall	1813
111	High St.	John Keene	1827
274	King St.	Sozinski	1837
232	King St.	Archer	1848
27	Phillips St.	Brown	1845
431	Brook St.	Kelliher	1820
1011	W. Wash. St.	Boyd	1895
903	W. Wash. St.	Long	1704
308	W. Wash. St.	Oertel	1878

Street No.	STREET	NAME	Const. Date
775	W. Wash. St.	Waters	1811
744	W. Wash. St.	Hopkins	1827
698	W. Wash. St.	Murray	1763
60	W. Wash. St.	Baker	1820
48	W. Wash. St.	Holbrook	1800
15	W. Wash. St.	Bonney	1804
387	W. Wash. St.	Tolman	1800
256	W. Wash. St.	Pearson	1836
190	W. Wash. St.	Smith	1830
1079	Whitman St.	Paige	1800
971	Whitman St.	Stearns	1800
964	Whitman St.	Bearce	1830
28	Crescent St.	Rosen	1800
104	Glenwood Pl.	Arnold	1800
270	County Rd.	Braleay	1830
288	County Rd.	Hayes	1847
	Total 98 Houses		
Cemeteries	(Priority) 6		
	Indian Head St	Howland Cemetery	
	Main Street	Thomas Cemetery	
	Main Street	Munroe Cemetery	
	Main Street	Hobart Cemetery	
	Monponsett St	Stetson Cemetery	
	High Street	Old Section of Fern Hill Cemetery	