

## **Invitation for Bids**

**Town of Hanover**

# **INVITATION FOR BIDS**

**Hanover Community-wide  
Historic Properties Survey**

Date of Advertisement:

***Monday, July 29, 2019***

**SUBMISSIONS DUE:**

**Wednesday, August 28, 2019, 10:00 am**

Late Submissions Will Be Rejected

**DELIVER COMPLETED SUBMISSIONS TO:**

Town of Hanover  
Office of the Purchasing Agent  
550 Hanover Street, Hanover, MA 02339

For further information, please contact:  
Justin DeBruin, Community Development Director, Town of Hanover,  
at 781-312-6166  
[Justin.DeBruin@hanover-ma.gov](mailto:Justin.DeBruin@hanover-ma.gov)

**TOWN OF HANOVER, OFFICE OF THE PURCHASING AGENT  
550 HANOVER STREET, HANOVER, MA 02339**

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**Hanover Community-wide  
Historic Properties Survey**

The goal of this solicitation is to provide the best value of commodities and services to achieve the procurement goals of the Town of Hanover. The Town may negotiate a change in any element of contract performance or cost identified in the original request for 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 Town as part of a Contract, will not be compensated under any contract awarded pursuant to the IFB. The Town will not be responsible for any costs or expenses incurred by Bidders responding to this IFB.

The Town makes no guarantee that any Commodities or 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 Town of Hanover is seeking responses from qualified historic preservation consultants to undertake an intensive-level, community-wide survey of cultural and architectural resources in the Town of Hanover. This Invitation for Bids (IFB) 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 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 Hanover and Massachusetts Historical Commissions;
- ❖ PHASE IV – Production of final inventory forms, reports and maps.

The Town 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 Purchasing Agent and members of the Hanover 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.

All questions regarding this Invitation for Bids must be received by the Town no later than 10:00 AM on Wednesday, August 21, 2019 and addressed to the attention of Justin DeBruin, Community Development Director, Town of Hanover and may be e-mailed, and if e-mailed must be marked in the subject line "IFB Historic Properties Survey" to Justin.DeBruin@hanover-ma.gov or faxed to 781-826-5950.

## **II. PROJECT AREA**

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

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

The Project is being funded in part by the Town of Hanover Community Preservation Committee through Community Preservation Act Funds, 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.

This project, is part of a multi-phase effort to update and expand the Town of Hanover's historic properties inventory. The town successfully completed the initial phase of this work with the completion of a survey update of the Four Corners neighborhood, supported with a matching FY17 Survey and Planning Grant from the MHC. This project will focus on neighborhoods around Hanover Center.

Beginning in the 1970s, the town's Historical Commission, in collaboration with the Hanover Historical Society, began organizing material on historic places and spaces in the town. Based on this information, as well as additional on-site survey work, MHC survey forms were filled out beginning in 1982. The survey and forms were completed by a combination of volunteers, interns, and preservation professionals. They are now included in the MACRIS system. The documentation from this period is in need of updating to present survey standards.

Currently there are inventory forms documenting 372 resources available on-line, 352 for buildings, and 20 additional forms for areas, structures, objects and burial grounds within the town. They identify historic resources encompassing over 300 years of the area's history. They date from the location of Luddam's Ford, where James Luddam carried Governor Winthrop on his back over the Indian Head River in 1632, to the establishment of the Cardinal Cushing Center in the mid-20<sup>th</sup> century. Forms were completed incrementally for about 20 years.

Hanover's 2007 Historic Preservation Plan (supported by CPA funds) was subsequently incorporated into the Town's Master Plan, which was updated in 2018. A primary recommendation of the Historic Preservation Plan was that the inventory of cultural resources be reviewed and updated. Quoting from the Plan: "Most of the forms on file with MHC lack substantive information...Most of the forms have a completed front, but no information on the reverse side. This information...should be filled in for all buildings where information is available. For homes where the information is not available, more research

should be completed so that these sections can be filled in." The Historical Commission also believes that some of the information on the existing forms is inaccurate and should be revised.

The current historic properties inventory provides an incomplete view of the rich history of the town. Since the forms were completed, some buildings have been dramatically altered and some have been demolished. There are printed records and photographs of some 40 buildings for which forms were never completed. In addition, very few "places" are included among the records; town-owned cemeteries should be added. Several in-town fields that, until recently, were farmed, and actively used horse pastures remaining from Hanover's more rural past, should certainly be reviewed and considered for listing in the inventory.

Hanover Center is where the first town hall and meetinghouse were built shortly after the town was established in 1727. The survey area for this project includes historic/cultural resources in adjacent neighborhoods; many 18<sup>th</sup> and 19<sup>th</sup> century structures line the four roads feeding into this important civic, educational, and religious locus in Hanover. Adjoining this intersection is Briggs Stable, the largest, and one of few remaining horse farms in town. The future of this property, with its barns, houses, show arena, pastures and adjacent riding trails, is of concern to many Hanover residents. For a preliminary target list of properties, see the attached Scope of Work.

Hanover Center is already a National Register Historic District (comprising only town-owned buildings and town-owned open space.) It was joined in 2018 by the newly-designated Cardinal Cushing National Register Historic District. Hanover has no local historic districts, but it is the consensus of the Historical Commission that areas of town which would be best preserved through the establishment of LHDs include residential areas adjacent to Hanover Center.. Updating the historic properties inventory in these neighborhoods will help the Commission develop support for the formation of LHDs. Development of the last remaining open spaces is underway in Hanover, and "tear-downs" have begun in the more desirable areas. Some of the oldest structures along Main Street, which connects Hanover Center and North Hanover, are being replaced with much larger dwellings as Hanover becomes more prosperous.

Hanover has a one-year demolition-delay bylaw which gives the Historical Commission purview over structures more than 75 years old scheduled for demolition. The Commission has enacted the delay provision three times in the last five years, but in each case the structure was eventually torn down. Most recently, the Commission has persuaded a new owner to rehabilitate and reuses a historic grain and coal warehouse located at a prominent intersection in town as part of a redevelopment of the site. The Commission will be greatly aided in its deliberations and conversations with owners and builders about the structures that come under review prior to demolition with more accurate records and information available for these buildings.

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

Please note: any proposal that fails to include all of the information noted below – 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. 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 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 Town. 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 products for all personnel.

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, Bidder Signature Form, Certificate of Non-Collusion, Statement of Tax Compliance and Certificate of Vote of Corporation, as applicable (see Attachments B, C, D, and E).

## **VI. SELECTION CRITERIA**

**A. Quality and Depth of Project Experience.** The bidder's response demonstrates superior experience in providing services related to the Town'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.

**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.

**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.

**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.

**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 Town. Response demonstrates excellent communication and documentation skills.

## **VII. BASIS OF AWARD**

The town 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 Town has established a budget not to exceed \$30,800 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 IFB.

## **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 – October 25, 2019;
- ❖ PHASE II – Identification of properties to be surveyed and production of sample inventory forms – December 20, 2019;
- ❖ PHASE III – Production of complete draft inventory forms for review by the Hanover and Massachusetts Historical Commissions – May 18, 2020;
- ❖ PHASE IV – Production of final inventory forms, reports and maps – June 26, 2020

#### **X. SUBMISSION**

Responses will be received at the Town of Hanover, MA Office of the Purchasing Agent **until Wednesday, August 28th, 2019 at 10:00 am. Responses received after that date and time will be rejected.**

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

**Town of Hanover  
Office of the Purchasing Agent  
550 Hanover Street  
Hanover, MA 02339**

#### **XI. OTHER REQUIREMENTS**

**Town of Hanover  
Communitywide Historic Resources Survey Update, Phase 2**

SCOPE OF WORK

**PROJECT OBJECTIVES**

The purpose of this project will be to undertake the second phase of an intensive-level neighborhood survey update of cultural and architectural resources in the town of Hanover. This project will be structured to provide professional cultural and architectural resource survey expertise to the community. A preliminary target list is attached to this Scope of Work.

Specific project goals are as follows

- 1) To conduct a neighborhood survey to assess and document a minimum of 125 selected cultural and architectural resources in the vicinity of Hanover Center, 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 Hanover 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 town.

#### 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- TOWN OF HANOVER HISTORIC PROPERTIES SURVEY**

#### *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, local and regional libraries and archive collections, web-based resources, 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 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.
- 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, including identification of web-based resources to be used in the project.

*Phase I will be completed by Friday, October 25, 2019*

#### ***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 20, 2019*

### ***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 125-130 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 8, 2020*

### ***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 125-130 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, June 26, 2020.***

## Historical Inventory Preliminary Target List

Item Number	Inv. No.	Property Name	Street	Number	Year
1	HNV.141		45 Center St	Hanover	c 1830
2	HNV.140		61 Center St	Hanover	c 1885
3	HNV.139		103 Center St	Hanover	c 1750
4	HNV.310	Hoxie House	119 Center St	Hanover	c 1735
5	HNV.138	Robbins, Timothy House	273 Center St	Hanover	c 1760
6	HNV.137	Munroe, Shuble House	339 Center St	Hanover	1742
7	HNV.136		348 Center St	Hanover	c 1860
8	HNV.135		475 Center St	Hanover	c 1850
9	HNV.315	Bates, Seth House	553 Center St	Hanover	1757
10	HNV.316		580 Center St	Hanover	c 1820
11	HNV.134		609 Center St	Hanover	c 1830
12	HNV.317		645 Center St	Hanover	c 1840
13	HNV.318		755 Center St	Hanover	c 1840
14	HNV.311		221 Circuit St	Hanover	c 1750
15	HNV.237		234 Circuit St	Hanover	1910
16	HNV.125		338 Circuit St	Hanover	c 1820
17	HNV.126		374 Circuit St	Hanover	c 1820
18	HNV.128		416 Circuit St	Hanover	c 1830
19	HNV.239		431 Circuit St	Hanover	c 1840
20	HNV.103	Hatch Farm	561 Circuit St	Hanover	1725
21	HNV.102	Stetson, Prince House	615 Circuit St	Hanover	c 1730
22	HNV.97	King Street Grammar School	625 Circuit St	Hanover	c 1889
23	HNV.240		653 Circuit St	Hanover	c 1790

24	HNV.101	Ellis, Mordecai House	676 Circuit St	Hanover	c 1750
25	HNV.241		705 Circuit St	Hanover	c 1890
26	HNV.100		714 Circuit St	Hanover	c 1840
27	HNV.99		717 Circuit St	Hanover	c 1895
28	HNV.96		746 Circuit St	Hanover	c 1780
29	HNV.95		768 Circuit St	Hanover	c 1830
30	HNV.242		776 Circuit St	Hanover	c 1825
31	HNV.243		779 Circuit St	Hanover	1884
32	HNV.94		788 Circuit St	Hanover	c 1784
33	HNV.244		789 Circuit St	Hanover	1883
34	HNV.245		795 Circuit St	Hanover	1883
35	HNV.93		803 Circuit St	Hanover	c 1780
36	HNV.92		817 Circuit St	Hanover	c 1790
37	HNV.247		841 Circuit St	Hanover	c 1775
38	HNV.246		842 Circuit St	Hanover	c 1870
39	HNV.248		856 Circuit St	Hanover	c 1870
40	HNV.250		861 Circuit St	Hanover	c 1870
41	HNV.249		866 Circuit St	Hanover	c 1870
42	HNV.251		884 Circuit St	Hanover	1890
43	HNV.262		914 Circuit St	Hanover	c 1885
44	HNV.263	Pratt, Ellis House	939 Circuit St	Hanover	c 1825
45	HNV.264		940 Circuit St	Hanover	c 1890
46	HNV.265		950 Circuit St	Hanover	c 1870
47	HNV.266		959 Circuit St	Hanover	c 1815
48	HNV.267	Darling, David House	969 Circuit St	Hanover	1816
49	HNV.304		45 Hanover St	Hanover	c 1800
50	HNV.303		55 Hanover St	Hanover	c 1860

51	HNV.226	Stetson, Nathaniel House	118 Hanover St	Hanover	c 1775
52	HNV.227		139 Hanover St	Hanover	1830
53	HNV.390	Sylvester, Edmund Q. High School	495 Hanover St	Hanover	1927
54	HNV.909	Sylvester, Edmund G. High School Memorial Flagpole	495 Hanover St	Hanover	1927
55	HNV.142	Stetson House	514 Hanover St	Hanover	r 1716
56	HNV.306	Congregation Church Parsonage	515 Hanover St	Hanover	c 1855
57	HNV.230	Curtis, John Free Library	534 Hanover St	Hanover	1907
58	HNV.143	First Congregational Church	547 Hanover St	Hanover	1863
59	HNV.900	Soldier's and Sailor's Monument	547 Hanover St	Hanover	1878
60	HNV.906	Hanover Center Civil War Cannons	547 Hanover St	Hanover	r 1860
61	HNV.907	Hanover Center Civil War Cannon Balls	547 Hanover St	Hanover	r 1860
62	HNV.231	Hanover Town Hall	550 Hanover St	Hanover	1863
63	HNV.391	Congregational Church Horse - Carriage Sheds	550R Hanover St	Hanover	r 1850
64	HNV.144	Staples, Joshua House	623 Hanover St	Hanover	1740
65	HNV.307		683 Hanover St	Hanover	c 1830
66	HNV.308		712 Hanover St	Hanover	c 1860
67	HNV.145	Briscoe, Edward House	715 Hanover St	Hanover	1727
68	HNV.146		744 Hanover St	Hanover	c 1860
69	HNV.149		766 Hanover St	Hanover	c 1850
70	HNV.147	Torrey, David House	769 Hanover St	Hanover	1720
71	HNV.148		787 Hanover St	Hanover	1830
72	HNV.260	Library Hall	1206 Hanover St	Hanover	c 1890
73	HNV.261		1213 Hanover St	Hanover	c 1820
74	HNV.274		1319 Hanover St	Hanover	c 1865
75	HNV.271	Philips Mill	1390 Hanover St	Hanover	1871
76	HNV.252		1442-1444 Hanover St	Hanover	1890

77	HNV.253		1448-1450 Hanover St	Hanover	c 1870
78	HNV.254	Josselyn Store - West Hanover Post Office	1452-1456 Hanover St	Hanover	c 1890
79	HNV.91	Ellis, Mordecai House	1566 Hanover St	Hanover	1777
80	HNV.259	Drinkwater Hall Firemans Association	104 King St	Hanover	c 1914
81	HNV.105	Josselyn, Cyrus B. House	113 King St	Hanover	1860
82	HNV.256	Hanover Carding Mill	127 King St	Hanover	c 1800
83	HNV.257	Josselyn, George R. House	160 King St	Hanover	1816
84	HNV.258	Josselyn, Charles House	169 King St	Hanover	1881
85	HNV.106		231 King St	Hanover	1792
86	HNV.232		269 King St	Hanover	c 1915
87	HNV.107		272 King St	Hanover	c 1920
88	HNV.108		288 King St	Hanover	c 1830
89	HNV.233		313 King St	Hanover	c 1870
90	HNV.109		320 King St	Hanover	c 1910
91	HNV.110		323 King St	Hanover	c 1830
92	HNV.234	Hanover House	334 King St	Hanover	1835
93	HNV.111		335 King St	Hanover	c 1860
94	HNV.112		352 King St	Hanover	c 1835
95	HNV.113		360 King St	Hanover	c 1800
96	HNV.235		371 King St	Hanover	c 1870
97	HNV.114		405 King St	Hanover	c 1835
98	HNV.115	Bailey, Stephen House	408 King St	Hanover	1760
99	HNV.116		431 King St	Hanover	c 1800
100	HNV.117		450 King St	Hanover	c 1800
101	HNV.118		512 King St	Hanover	c 1780
102	HNV.236		557 King St	Hanover	c 1890
103	HNV.119	Turner, Amos House	562 King St	Hanover	c 1775

104	HNV.120	Gardner, David House	590 King St	Hanover	c 1750
105	HNV.121		640 King St	Hanover	c 1850
106	HNV.67		278 Main St	Hanover	1810
107	HNV.66		402 Main St	Hanover	c 1739
108	HNV.65		429 Main St	Hanover	c 1809
109	HNV.64	Hanover Alms House	506 Main St	Hanover	c 1815
110	HNV.63	Bailey, Jacob House	526 Main St	Hanover	1727
111	HNV.293		551 Main St	Hanover	c 1885
112	HNV.60	Curtis, Benjamin House	569 Main St	Hanover	1715
113	HNV.58	Bailey, Arthur House	633 Main St	Hanover	c 1890
114	HNV.57	Stetson, Benjamin House	646 Main St	Hanover	1729
115	HNV.290		647 Main St	Hanover	c 1860
116	HNV.56		662 Main St	Hanover	c 1802
117	HNV.289		665 Main St	Hanover	c 1865
118	HNV.55		691 Main St	Hanover	c 1865
119	HNV.54	Curtis, John House	702 Main St	Hanover	c 1727
120	HNV.299	Slop Shop	710 Main St	Hanover	c 1865
121	HNV.53	Whiting, Ezra House	715 Main St	Hanover	c 1815
122	HNV.52	Bailey, Col. John House	733 Main St	Hanover	1712
123	HNV.51		738 Main St	Hanover	c 1840
124	HNV.50		754 Main St	Hanover	r 1870
125	HNV.22		287 Silver St	Hanover	c 1850
126	HNV.21	Curtis, Melzar House	294 Silver St	Hanover	1771
127	HNV.20		309 Silver St	Hanover	1820

**TOWN OF HANOVER, OFFICE OF THE PURCHASING AGENT  
550 HANOVER STREET,  
HANOVER, MA 02339**

**Hanover Community-wide  
Historic Properties Survey**

**PRICE BID FORM**

The undersigned hereby submits this price quotation to perform the services outlined in Invitation for Bids the Town of Hanover Community-wide Historic Properties Survey.

Bidder SIGNATURE: \_\_\_\_\_

(Print 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: \_\_\_\_\_

TOTAL COST: \_\_\_\_\_

(not to exceed \$30,800)

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

**TOWN OF HANOVER, OFFICE OF THE PURCHASING AGENT  
550 HANOVER STREET, HANOVER, MA 02339**

**Hanover Community-wide Historic Properties Survey**

**QUOTATION SIGNATURE FORM**

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

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

1. That prices inserted in the Price Quotation 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 Bidder hereby certifies that the Bidder has filed all state tax returns and paid all state taxes required under law.
3. The undersigned certifies under penalties of perjury that this response 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 Bidder, 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 or 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)**

Date: \_\_\_\_\_

I, \_\_\_\_\_, Clerk-Secretary of the corporation named in the foregoing Quotation, certify that \_\_\_\_\_ who signed the said Quotation 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 Quotation was duly executed on

\_\_\_\_\_, 2019.

\_\_\_\_\_  
(Clerk-Secretary)

Date of Incorporation: \_\_\_\_\_

(Corporate Seal)