

**NOTICE TO HISTORIC RESTORATION
GENERAL CONTRACTORS**

The New Jersey Pinelands Commission seeks experienced Historic Restoration General Contractors who specialize in exterior carpentry repairs, rough carpentry/structural repair, brick masonry repair, porch restoration, window and door restoration, siding and trim restoration, walk and path upgrades and repairs, roof and site drainage upgrades, plaster restoration and surface preparation and painting of the historic finish.

HISTORIC FENWICK MANOR REHABILITATION
New Jersey Pinelands Commission
15 Springfield Road
New Libson, Pemberton Township, Burlington County, New Jersey 08064

The project generally consists of the following:

1. Restoration of exterior siding and trim.
2. Restoration of wood windows.
3. Restoration of exterior doors.
4. Restoration of front porch including rebuilding front steps.
5. Structural upgrades of wall and floor framing, stone brick rebuilding, and repointing masonry.
6. Restoration of exterior shutters, plaster restoration.
7. Surface preparation and painting of historic surfaces.
8. Controlled demolition and reconstruction of brick chimneys.

Qualification Statements must be submitted via e-mail to marc.paalvast@pinelands.nj.gov or regular mail to the following address:

To: New Jersey Pinelands Commission
P.O. Box 359
New Libson, NJ 08604

ATTN: Marc Paalvast, M.A., Archeology/Cultural Resources

Marked: HISTORIC FENWICK MANOR REHABILITATION

On: August 22, 2025
No later than 2:00 P.M.

All respondents will be notified in writing of the decision as to qualifications. Only those determined to be pre-qualified Historic Restoration General Contractors for this project will be invited to submit bids for the work.

This property is listed on the New Jersey and National Registers of the Historic Places. All prospective bidders must demonstrate experience in the successful completion of projects of a similar scope and nature that followed the Secretary of the Interior's *Standards for the Treatment of Historic Properties* (Revised 1995) performed to the satisfaction of the Owner.

To request a pre-qualification package, contact the New Jersey Pinelands Commission at (609) 894 7300 or e-mail marc.paalvast@pinelands.nj.gov. Any questions regarding the prequalification process should be directed to Margaret M. Hickey, AIA of Connolly & Hickey Historical Architects at (973) 746-4911, ext. 109.

Bidders are required to comply with the requirements of N.J.S.A. 10:5-31 et seq.

BIDDER'S PREQUALIFICATION PACKAGE

HISTORIC FENWICK MANOR REHABILITATION

15 Springfield Road
New Libson, Pemberton Township, Burlington County, New Jersey 08064

NEW JERSEY PINELANDS COMMISSION, OWNER

PO Box 359
New Libson, NJ 08604

CONNOLLY & HICKEY
HISTORICAL ARCHITECTS, LLC
P.O. Box 1726
Cranford, New Jersey 07016

DATE : June 3, 2025

HISTORIC FENWICK MANOR REHABILITATION**PROJECT FACT SHEET**

Project: **HISTORIC FENWICK MANOR REHABILITATION**

Location: 15 Springfield Road
New Libson, Pemberton Township, Burlington County, New Jersey 08064

Local Unit New Jersey Pinelands Commission
P.O. Box 359
New Libson, NJ 08604

Local Unit Contact: Jessica Lynch, Business Services Manager
609-894-7300 x144 (tel)

Architect: Connolly & Hickey Historical Architects, LLC
P.O. Box 1726
Cranford, New Jersey 07016
973-746-4911 (tel)

Background Information: Fenwick Manor was constructed as a farmhouse in the eighteenth century and had a major expansion completed in 1827, which changed the orientation of the house and placed greater visual emphasis on the current front façade. Fenwick Manor is an excellent example of the transition between early-nineteenth-century Federal and Greek Revival styles and is part of a site that included a carriage house, barn, and outhouse, among other features. Beginning with Benjamin Jones in 1827, the property was owned for 125 years by members of the same family. Jones' nephew, James Fenwick, the next owner, and subsequent members of his family, experimented in the cultivation of cranberries and blueberries. This included Joseph Josiah White, who expanded cranberry operations at nearby Whitesbog, and Elizabeth White, who helped develop the cultivated blueberry in 1916. The State of New Jersey acquired the property in 1978, and Fenwick Manor has served as the headquarters of the New Jersey Pinelands Commission since 1980. Fenwick Manor was added to the New Jersey and National Registers of Historic Places in 1990.

Project Objective: The New Jersey Pinelands Commission seeks experienced Historic Restoration General Contractors who specialize in exterior carpentry repairs, rough carpentry/structural repair, brick masonry repair, porch restoration, window and door restoration, siding and trim restoration, walk and path upgrades and repairs, roof and site drainage upgrades, plaster restoration and surface preparation and painting of the historic finish.

Project Funding: Preserve New Jersey Historic Preservation Fund, which is administered by the New Jersey Historic Trust.

Scope of Work: The project generally consists of the following:

1. Restoration of exterior siding and trim.
2. Restoration of wood windows.
3. Restoration of exterior doors.
4. Restoration of front porch including rebuilding front steps.

5. Structural upgrades of wall and floor framing, stone brick rebuilding, and repointing masonry.
6. Restoration of exterior shutters, plaster restoration.
7. Surface preparation and painting of historic surfaces.
8. Controlled demolition and reconstruction of brick chimneys.

**PREQUALIFICATION REGULATIONS
HISTORIC FENWICK MANOR REHABILITATION**

STATEMENT OF GENERAL NOTICE:

The Fenwick Manor is located at 15 Springfield Road, New Libson, Pemberton Township, Burlington County, New Jersey 08064. All work done on this project must conform to the Secretary of the Interior's *Standards for the Treatment of Historic Properties* (Revised 1995) and is subject to review by the New Jersey Historic Preservation Office. The New Jersey Pinelands Commission seeks experienced Historic Restoration General Contractors who specialize in exterior carpentry repairs, rough carpentry/structural repair, brick masonry repair, porch restoration, window and door restoration, siding and trim restoration, walk and path upgrades and repairs, roof and site drainage upgrades, plaster restoration and surface preparation and painting of the historic finish.

The scope of the work for this single contract is primarily for:

1. Restoration of exterior siding and trim.
2. Restoration of wood windows.
3. Restoration of exterior doors.
4. Restoration of front porch including rebuilding front steps.
5. Structural upgrades of wall and floor framing, stone brick rebuilding, and repointing masonry.
6. Restoration of exterior shutters, plaster restoration.
7. Surface preparation and painting of historic surfaces.
8. Controlled demolition and reconstruction of brick chimneys.

This work will be in accordance with the project bidding documents. A set of preliminary plans illustrating the general scope of work, the proposed drawings, and specifications are available for inspection at the Office of the Architect, between the hours of 9:00 A.M. to 4:00 P.M. Monday through Friday.

The Architect is Connolly & Hickey Historical Architects, LLC, P.O. Box 1726, Cranford, New Jersey 07016, telephone (973) 746-4911. The Owner contact is Jessica Lynch, Business Services Manager. A fact sheet describing the project and scope of work is attached. All prospective bidders are strongly encouraged to visit the site.

The New Jersey Pinelands Commission requires that prospective bidders submit a completed Qualifications Statement as set forth herein. Failure to complete the Qualifications Statement may result in disqualification. All entries on the forms must be completely filled in. Complete Qualifications Statement Forms must be either emailed to marc.paalvast@pinelands.nj.gov or mailed via regular mail to Marc Paalvast, New Jersey Pinelands Commission, P.O. Box 359, New Libson, NJ 08604.

The New Jersey Pinelands Commission, New Jersey Historic Trust, and Connolly & Hickey Historical Architects will review the Qualifications Statement Forms according to the Evaluation Criteria set forth herein. Historic Restoration General Contractors whose Qualification Statements are determined to be acceptable will be identified as Qualified Prospective Bidders. Each respondent will be notified in writing of the determination. Connolly & Hickey will issue bid proposal forms, drawings, and project manuals, including specifications, only to Qualified Prospective Bidders. Only bids received from previously Qualified Bidders will be opened. A Qualified Prospective Bidder is not obligated to submit a bid.

**PREQUALIFICATION REGULATIONS
HISTORIC FENWICK MANOR REHABILITATION**

STATEMENT OF POTENTIAL BIDDERS' QUALIFICATIONS/CRITERIA FOR EVALUATION

The Following six (6) criteria will be used for evaluating the qualifications of Potential Bidders. The evaluation will be based on information in the Qualification Statement provided by Prospective Bidders as well as information supplied by the Bidders' references.

1. The Potential Bidder, acting as General Contractor, will be required to demonstrate verifiable, successful experience in Project Supervision and Administration of historic preservation projects. This experience shall include at least two (2) projects involving separate historic buildings or sites and of similar activities, construction value and scope of work as the subject project completed in compliance with the Secretary of the Interior's *Standards for the Treatment of Historic Properties* (revised 1995) within the past five (5) years preceding the date of execution of this pre-qualification form. At least one (1) of the projects must have been reviewed by the State Historic Preservation Office, the New Jersey Historic Trust or the historic review body of a county or municipal authority. The aggregate construction costs of each project must be at least \$450,000.
2. The Potential Bidder's proposed project supervisor will be required to demonstrate verifiable, successful experience in Project Supervision and Administration of historic preservation projects. This experience shall include at least two (2) projects involving separate historic buildings or sites and of similar activities, construction value and scope of work as the subject project. These projects shall have been in compliance with the Secretary of the Interior's *Standards for the Treatment of Historic Properties* (Revised 1995) within the past five (5) years preceding the date of execution of this pre-qualification form. At least one of the projects must have been reviewed by a State Historic Preservation Officer, the New Jersey Historic Trust or the historic review body of a county or municipal authority. The aggregate construction costs of each project must be at least \$450,000.
3. The Potential Bidder must provide a list of the names, titles and years of experience of all principal members of the potential bidder's staff who will be available and assigned to this particular project.
4. The Potential Bidder's firm or any predecessor firm must have not wrongfully defaulted on a contract or had work terminated for non-performance within the past five (5) years.
5. The Potential Bidder's firm or any predecessor firm must not have been denied a consent of surety, a bid guarantee or a performance bond within the past twelve (12) months based on the Potential Bidder's inability to meet the surety's reasonable underwriting standards.
6. On all projects currently underway, the prospective bidder must demonstrate the following:
 - a. Adherence to the project completion schedule mutually agreed upon between the contractor and the client. Deviation from the schedule must be due to factors outside of the contractor's control.
 - b. Lack of workmanship defects resulting from a failure to build a structure or component part of a structure pursuant to architectural and engineering plans and specifications.
 - c. Timely submittal of shop drawings, product literature, samples, mock-ups, requests for information and applications for payment.

**PREQUALIFICATION REGULATIONS
HISTORIC FENWICK MANOR REHABILITATION**

Potential Bidder's Qualification Statement

This form must be completed and submitted by Prospective Bidders who wish to be considered for this work. Failure to complete the Qualification Statement may result in disqualification of the Prospective Bidder. Attachments to this sheet are acceptable. Please properly label all attachments.

1. Name and Address of Firm: _____

A. Under what other name(s) has your business operated? _____

B. Business form (corporation, partnership, etc.) : _____

Date of formation: _____

Principal location: _____

Names of Officers of Corporation, or Partners: _____

2. Provide a list of names, titles and years of experience of all principal members of the potential bidder's staff who will be available and assigned to this particular project. Please properly label that attachment.
3. Has your firm or any predecessor firm defaulted on a contract or had work terminated for non-performance within the last five (5) years? If so, on a separate sheet, describe the project, owner, date and circumstances/reasons.
4. Has your firm or any predecessor firm been denied a consent of surety, bid guarantee or performance bond within the last twelve (12) months based on potential bidder's inability to meet the surety's reasonable underwriting standards. If so, on a separate sheet, describe the circumstances/reasons.

**PREQUALIFICATION REGULATIONS
HISTORIC FENWICK MANOR REHABILITATION**

5. General Contractor

Provide evidence of successful experience on two (2) projects involving separate historic buildings or sites and of similar activities and scope of work as the subject project completed in compliance with the Secretary of the Interior's *Standards for the Treatment of Historic Properties* (Revised 1995) within the past five (5) years preceding the date of the execution of this pre-qualification form. At least one of the projects must have been reviewed by a State Historic Preservation Office, the New Jersey Historic Trust or the historic review body of a county or municipal authority. Each project must have an aggregate construction value of at least \$450,000.

Project One

Project Name: _____

Location: _____

Construction Cost: _____

Completion Date: _____

Approximate Construction Date of Historic Building or Site: _____

Project Supervisor: _____

Scope of Work and Nature of Project: _____

Owner: _____

Owner's Contact Person: _____

Phone: _____ Fax: _____

Architect: _____

Architect's Contact Person: _____

Phone: _____ Fax: _____

Historic Review Agency: _____

**PREQUALIFICATION REGULATIONS
HISTORIC FENWICK MANOR REHABILITATION**

Project Two

Project Name: _____

Location: _____

Construction Cost: _____

Completion Date: _____

Approximate Construction Date of Historic Building or Site: _____

Project Supervisor: _____

Scope of Work and Nature of Project: _____

Owner: _____

Owner's Contact Person: _____

Phone: _____ Fax: _____

Architect: _____

Architect's Contact Person: _____

Phone: _____ Fax: _____

Historic Review Agency: _____

**PREQUALIFICATION REGULATIONS
HISTORIC FENWICK MANOR REHABILITATION**

6. Proposed Project Supervisor

Provide evidence of successful experience on two (2) projects involving separate historic buildings or sites and of similar activities and scope of work as the subject project completed in compliance with the Secretary of the Interior's *Standards for the Treatment of Historic Properties* (Revised 1995) within the past five (5) years preceding the date of the execution of this pre-qualification form. At least one of the projects must have been reviewed by a State Historic Preservation Office, the New Jersey Historic Trust or the historic review body of a county or municipal authority. Each project must have an aggregate construction value of at least \$450,000.

Name and Address of Project Supervisor who worked on the following two projects that meet the above requirements: _____

Years of Experience _____

With Whom _____

Project One

Project Name: _____

Location: _____

Construction Cost: _____

Completion Date: _____

Approximate Construction Date of Historic Building or Site: _____

Scope of Work and Nature of Project: _____

Owner: _____

Owner's Contact Person: _____

Phone: _____ Fax: _____

Architect: _____

Architect's Contact Person: _____

Phone: _____ Fax: _____

Historic Review Agency: _____

**PREQUALIFICATION REGULATIONS
HISTORIC FENWICK MANOR REHABILITATION**

Project Two

Project Name: _____

Location: _____

Construction Cost: _____

Completion Date: _____

Approximate Construction Date of Historic Building or Site: _____

Scope of Work and Nature of Project: _____

Owner: _____

Owner's Contact Person: _____

Phone: _____ Fax: _____

Architect: _____

Architect's Contact Person: _____

Phone: _____ Fax: _____

Historic Review Agency: _____

**PREQUALIFICATION REGULATIONS
HISTORIC FENWICK MANOR REHABILITATION**

7. General Contractor

Provide the following information on all current projects in progress:

Project Name: _____

Location: _____

Owner: _____ Phone: _____

Owner's Contact Person _____ Phone/Fax: _____

Architect: _____ Phone/Fax: _____

Contract Amount: _____

Scheduled Completion Date: _____

Architect's Contact Person: _____

Phone: _____

Project Name: _____

Location: _____

Owner: _____ Phone: _____

Owner's Contact Person _____ Phone/Fax: _____

Architect: _____ Phone/Fax: _____

Contract Amount: _____

Scheduled Completion Date: _____

Architect's Contact Person: _____

Phone: _____

**PREQUALIFICATION REGULATIONS
HISTORIC FENWICK MANOR REHABILITATION**

Project Name: _____

Location: _____

Owner: _____ Phone: _____

Owner's Contact Person _____ Phone/Fax: _____

Architect: _____ Phone/Fax: _____

Contract Amount: _____

Scheduled Completion Date: _____

Architect's Contact Person: _____

Phone: _____

Project Name: _____

Location: _____

Owner: _____ Phone: _____

Owner's Contact Person _____ Phone/Fax: _____

Architect: _____ Phone/Fax: _____

Contract Amount: _____

Scheduled Completion Date: _____

Architect's Contact Person: _____

Phone: _____

**PREQUALIFICATION REGULATIONS
HISTORIC FENWICK MANOR REHABILITATION**

Project Name: _____

Location: _____

Owner: _____ Phone: _____

Owner's Contact Person _____ Phone/Fax: _____

Architect: _____ Phone/Fax: _____

Contract Amount: _____

Scheduled Completion Date: _____

Architect's Contact Person: _____

Phone: _____

Project Name: _____

Location: _____

Owner: _____ Phone: _____

Owner's Contact Person _____ Phone/Fax: _____

Architect: _____ Phone/Fax: _____

Contract Amount: _____

Scheduled Completion Date: _____

Architect's Contact Person: _____

Phone: _____

**PREQUALIFICATION REGULATIONS
HISTORIC FENWICK MANOR REHABILITATION**

CERTIFICATION

I (We) the undersigned certify the truth and correctness of all statements and answers contained herein:

DATE: _____

NAME OF POTENTIAL BIDDER: _____

ADDRESS OF POTENTIAL
BIDDER: _____

TELEPHONE AND FAX: _____

BY (Sign name, no stamps): _____

Print/Type Name and Title: _____

WITNESSED (If a Corporation, by the Secretary of the Corporation)

BY (Sign name, no stamps): _____

Print/Type Name and Title: _____

Subscribed and sworn before me
This _____ day of _____, _____.

Notary Public of the

State of _____

My Commission expires

(Seal)