



**Request for  
Proposals (RFP) for:  
Reuse Study for  
Morse High School  
826 High Street  
Bath, ME 04530**

The City of Bath, Maine, is seeking a Consultant to conduct a Reuse Study for Morse High School, located at 826 High Street, Bath, Maine. The Consultant will work with a Review Committee, consisting of the City Manager, the Assistant City Manager, the Director of Planning & Development, the City's Facilities Committee and the Chairs of the City's Community Development and Economic Development Committees.

**TIME PERIOD:** The project period is from November 2019 to June 2020. The RFP will be due on October 25, 2019. The successful proposer will be notified on or about November 8, 2019.

## **BACKGROUND:**

### Building Location

- Morse High School is located at 826 High St., Bath, ME, 04530. The building serves students in grades 9-12 for Regional School Unit 1 (Arrowsic, Bath, Phippsburg, Woolwich).
- The City of Bath, population 8,514, is located in the Mid-coast region of Maine, approximately 34 miles northeast from Portland, Maine.
- The 4.41-acre parcel is currently zoned as R-1. It is two blocks from Route 1 and Bath's historic downtown.

### Building Structure

- Original 1928 three-story structure is steel structure with a brick facade and includes a gymnasium known as "The Pit" and the auditorium. There are architectural concerns with this section due to porosity of the brick.
- A similar three-story addition was built in 1941.
- A large two-story addition was built in 1968, consisting of exterior brick veneer and fiberglass panels. There are panels that need to be replaced.
- The brick Bath Regional Career and Technical Center addition was built in 1995.
- Overall, the facilities are structurally sound and brickwork appears to be adequate.
- Major building mechanical and power distribution systems are at the point of needing upgrade or replacement.

### Facility/Site Review

- RSU 1 retained Harriman Architects in 2013 to review conditions of the Morse High School facilities in advance of a facilities bond.
- RSU 1 contracted with Lavallee Brensinger in 2015 to determine whether Morse High School facilities were suitable for renovation or expansion. A study by Fay, Spofford & Thorndike found that the site was unsuitable for renovation or expansion due to the size of the site.
- The City hired Harriman Architects in 2019 to update its 2013 conditions study and

include a review of the Vocational Center.

## Community

- Bath High School Alumni Association, founded in 1891, is believed to be the nation's oldest active alumni association.
- More than 70 people attended an initial kickoff meeting to discuss Morse High School redevelopment. Northstar Planning facilitated the meeting and produced of the summary of public feedback.

**PROFESSIONAL QUALIFICATION STANDARDS:** The consultant chosen will have experience working with the public, soliciting and processing input, coordinating, public presentation, financial analysis, and specific experience with adaptive reuse and potential mixed reuse options.

**EXPECTED PRODUCTS:** The Consultant will prepare and submit:

- a. Conceptual rendering(s) for a presentation and public meeting.
- b. 6 printed copies of the draft report and a digital copy. The cost of printing, mailing and general distribution of the reports will be assumed by the Consultant.
- c. 6 copies of revised final report and a digital copy. The cost of printing, mailing and general distribution of the reports will be assumed by the Consultant.

**SCOPE OF THE WORK:** The purpose of the study is to define and evaluate reuse of Morse High School facilities and site, including site assessment, building analysis, feedback and reuse options. The Consultant will present those reuse options, with supporting information and documentation, to best serve City and community needs. The final report will need to be delivered to the City no later than June 30, 2020.

Major work elements for the Consultant are the following:

1. Site assessment:
  - a. Reviewing available GIS data.
  - b. Review of utilities, including water, sewer.
  - c. Review of natural resources on or adjacent to the site.
  - d. Review of traffic conditions on the surrounding streets.
  - e. Review of site zoning and use of surrounding neighborhoods.
2. Building analysis:
  - a. Preservation of the original 1928 structure, including the auditorium.
  - b. Review state and local code and ordinances.
  - c. Review the conditions of each section of the structures and determine if it is feasible to retain all structures or whether there are structures that should be

concerned for demolition.

- d. Review the 1995 structure and assess the viability of detaching this structure
  - e. Review of the mechanical systems, including the boiler plant, heating systems, air moving systems and ventilation systems.
  - f. Review of plumbing, including fire protection.
  - g. Review of electrical, including lighting systems, fire alarm system and technology systems.
3. Feedback:
- a. Initial meeting with the Review Committee.
  - b. Review documentation from previous meetings and studies regarding the structure and site's existing conditions and redevelopment.
  - c. Meeting with the Review Committee to conceptual renderings.
  - d. Presentation and public meeting with conceptual renderings to educate about reuse of the school and the site and the opportunity to provide feedback.
  - e. Survey or form, available online, for those unable to attend the public meeting to provide feedback.
  - f. Presentation of draft report to the review committee.
4. Reuse options:
- a. Evaluating the site for potential mixed-use including residential, commercial and public safety.
  - b. A public meeting to review conceptual renderings for reuse options.
  - c. Recommend whether to maintain current zoning.
  - d. Recommend whether to separate the 1995 structure from the rest of the building.
  - e. Recommend whether to demolish any section of the structure.
  - f. Recommend the most viable reuse option(s).
5. Report:
- a. A table of contents, summary and introduction section that outlines the purpose of the study, historical overview, a site description and conditions.
  - b. A section that explains rationale behind evaluating site and school for residential, commercial and public safety uses as serving City and community needs.
  - c. A section on zoning recommendation and land use.
  - d. A section including how the interior and exterior of Morse High School might change and floor plan layouts.
  - e. Overview of sections of school that were to be demolished and aesthetic

ramifications.

- f. Conceptual rendering(s) of reuse options.
- g. Opinion of probable costs.
- h. A recommendation and action plan that identifies the issues surrounding property. The plan should also state the actions required by various public and private organizations as to the reuse recommendation.

**PROPOSAL CONTENTS:** A proposal must contain the following:

1. Resume demonstrating how the consultant meets the applicable professional qualifications standards.
2. Project proposal, including an implementation schedule. The project must be completed between the assignment of the RFP and June 30, 2020.
3. Dollar bid including a line item breakdown of the proposed budget. The budget for this project is \$50,000.00 to cover all costs.
4. Any other information deemed helpful in demonstrating the consultant's ability to successfully complete the project.

**PROCESS FOR SELECTION:** The proposals will be evaluated by the Review Committee.

Proposals will be evaluated on, at a minimum, the following criteria:

1. Professional qualifications
2. References
3. Experience with similar projects
4. Implementation schedule
5. The process proposed to gather input and conduct the public meetings
6. How proposal addresses all the tasks listed in the scope of work
7. The creativity and innovation put into proposal
8. A competitive bid

**REIMBURSEMENT PROCEDURES:** The Committee will schedule payment to the Consultant on a phase completion basis. On submission of invoices from the Consultant, to the fiscal agent City of Bath, 55 Front St., Bath, ME 04530. Payments will be made at completion of the following phases:

Phase 1: Completion of the initial meeting.

Phase 2: Completion of the public meeting.

Phase 3: Completion of the preliminary draft report.

Phase 4: Completion of the revised final report.

**DEADLINE:** Three copies of the proposal should be sent to:  
Marc Meyers, Assistant City Manager, City of Bath, 55 Front St., Bath, ME 04530,  
postmarked by October 25, 2019. A digital copy may also be emailed to  
mmeyers@cityofbath.com.

*The City reserves the right to refuse or to reject any or all proposals.*