

## REQUEST FOR BIDDER QUALIFICATIONS

### Phase II Improvements at the Judge Norman Foster House

1649 Bayshore Drive, Villas, NJ 08251

Pursuant to N.J.S.A. 40A:11-25, "Prequalification of Bidders," the Township of Lower is seeking qualifications from prospective contractors specializing in preservation and restoration construction work. The Judge Nathaniel Foster House, erected about 1727, is significant as an example of a well-preserved early heavy timber frame house and later remodeled (c. 1826) in the Federal style. The recently completed Phase I project included the installation of a new wood shingle roof, strategic structural reinforcement of its wood frame, removal of asbestos siding and the repair of the underlying clapboard, as well as a new electrical panel and re-wiring of the first floor.

The objective for this Phase II project is to make public visitation possible and to address work deferred from the previous project. Preservation work includes rebuilding two deteriorated chimneystacks above the roofline, fabricate missing window shutters, conserve the historic iron fireback in the first floor parlor. To improve occupancy, the second floor would be rewired. To realize public access to the building's interior, a limited use/limited applications (LU/LA) access lift and construct new landing, steps and railing to serve the kitchen's north door would be installed in the enclosed porch to provide ADA access to the first floor of the house. The existing enclosed (non-historic) side porch would be renovated by replacing its exterior entrance door and rebuilding two exterior walls with new windows. The existing freestanding wood framed outbuildings, namely a shed and an outhouse, will be stabilized. Lastly, a suitable parking area and accessible path will be installed to the enclosed porch. All proposed work shall meet the requirements of the *Secretary of the Interior's Standards for the Treatment of Historic Properties* (rev. 2017). This project has received grant funding from the New Jersey Historic Trust.

A Bidder's Qualifications Statement is available as a PDF file by visiting the Township's Notice to Bidders page at <https://townshipoflower.org/noticetobidders.php>. All questions must be made to the Township of Lower Purchasing Agent in writing via email (no phone calls will be taken).

#### **OWNER**

Margaret Vitelli, QPA  
Township of Lower Purchasing Agent  
2600 Bayshore Road  
Villas, NJ 08251  
Tel 609-886-2005 x123  
Email [mvitelli@townshipoflower.org](mailto:mvitelli@townshipoflower.org)

#### **ARCHITECT**

Michael Calafati Architect, LLC  
510 Bank Street, PO Box 2363  
Cape May, NJ 08204  
Contact: Michael Calafati, AIA  
Tel 609-884-4922  
Email [michael@calafati.com](mailto:michael@calafati.com)

**Contractors must submit a completed Bidder's Qualification Statement in duplicate** (one original and one complete unbound photocopy) **to the attention of the Township of Lower Purchasing Agent no later than 2:00 p.m. on Wednesday, October 15, 2025.** Faxed submissions will not be accepted.

It is the Township's intention to release Bid Documents to qualified bidders shortly thereafter. Bid Documents are not available for review at this time. Only contractors that have been determined to be qualified will be allowed to bid on this project.

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

**BIDDER'S QUESTIONNAIRE PACKAGE**  
**PHASE II IMPROVEMENTS AT THE JUDGE NATHANIEL FOSTER HOUSE**  
**TOWNSHIP OF LOWER, OWNER**

This Package Contains:

1. Project Fact Sheet (page 2 of 7).
2. Pre-Qualifications Regulations (pages 3 to 5 of 7).
3. Project Location Map (page 7 of 7).
4. Bidder's Qualifications Statement (7 pages appearing separately).

Important: Only the completed Bidder's Qualifications Statement (item 4 above) plus optional supplemental information, if any, should be submitted. Items 1, 2 and 3 above are for the information of prospective bidders and need not be returned.

If you have any questions regarding this project, email only at: [mvitelli@townshipoflower.org](mailto:mvitelli@townshipoflower.org). Only written questions will receive responses. No Telephone Calls Please.

**BIDDER'S QUESTIONNAIRE PACKAGE**  
**PHASE II IMPROVEMENTS AT THE JUDGE NATHANIEL FOSTER HOUSE**  
**TOWNSHIP OF LOWER, OWNER**

PROJECT: Phase II Improvements at the Judge Nathaniel Foster House

LOCATION: 1649 Bayshore Drive, Villas, NJ 08251

OWNER: Township of Lower

OWNER'S REPRESENTATIVE: Margaret Vitelli, QPA  
Township of Lower Purchasing Agent  
2600 Bayshore Road  
Villas, NJ 08251  
Tel 609-886-2005 x123  
Email mvitelli@townshipoflower.org

ARCHITECT: Michael Calafati Architect, LLC  
510 Bank Street, P.O. Box 2363, Cape May, NJ 08204  
Contact: Michael Calafati, AIA  
Tel 609-884-4922  
Email michael@calafati.com

PROJECT FUNDING: The New Jersey Historic Trust and  
The Township of Lower

**BACKGROUND INFORMATION**

The Judge Nathaniel Foster House, erected about 1727, is significant as an example of a well-preserved early heavy timber frame house and later remodeled (c. 1826) in the Federal style. The recently completed Phase I project included the installation of a new wood shingle roof, strategic structural reinforcement of its wood frame, removal of asbestos siding and the repair of the underlying clapboard, as well as a new electrical panel and re-wiring of the first floor.

**PROJECT OBJECTIVE**

The objective of the Phase II Improvement Project is to make public visitation possible and to address work deferred from the previous project. Preservation work includes rebuilding two deteriorated chimneystacks above the roofline, fabricate missing window shutters, conserve the historic iron fireback in the first floor parlor. To improve occupancy, the second floor would be rewired. To realize public access to the building's interior, a limited use/limited applications (LU/LA) access lift and construct new landing, steps and railing to serve the kitchen's north door would be installed in the enclosed porch to provide ADA access to the first floor of the house. The existing enclosed (non-historic) side porch would be renovated by replacing its exterior entrance door and rebuilding two exterior walls with new windows. The existing freestanding wood framed outbuildings, namely a shed and an outhouse, will be stabilized. Lastly, a suitable parking area and accessible path will be installed to the enclosed porch.

## SCOPE OF WORK

Work is to be carried out to respect and conform to the *Secretary of the Interior's Standards for the Treatment of Historic Properties* (rev. 2017). Using the CSI Div. format to outline the work, the project will include:

### 00 & 01-Owner's Requirements/Requirements

- All typical aspects for a project of this type subject to public bidding to a pool of qualified bidders, including Supervision, Insurance, Temporary Controls.

### 02-Site Work/Existing Conditions

- Selective demolition of the two deteriorated brick chimneystacks from mid-level of the attic up.
- Selective demolition of the west and south facing walls of the existing enclosed porch.

### 04-Masonry Restoration (Brick)

- Reconstruction of the two brick chimneystacks from mid-level of the attic up.

### 05-Metals

- Conservation of the cast iron fireback in the first floor parlor.

### 06-Carpentry

- Framing of new west and south facing walls of the existing enclosed porch.
- Repair trim of the outhouse.
- Repair trim and framing of the shed, including rafters, roof sheathing and porch deck.
- Construct new steps in enclosed porch to work in conjunction with LU/LA at the kitchen's north door.
- Construct new steps and landing at the kitchen's north door.

### 07-Thermal and Moisture Protection

- Replace flashings at reconstructed chimneystacks.
- Replace asphalt shingle roof at shed.
- Repair/replace damaged clapboard at outbuildings (shed and outhouse).

### 08-Doors and Windows

- Replicate and install window shutters.
- Install new ADA entrance door into the enclosed porch.
- Install new windows in the west and south walls of the enclosed porch.
- Repair plank doors to the outbuildings (shed and outhouse).

### 09 -Finishes

- Prime (1 coat) and paint (2 coats) all exterior siding and all other exposed wood surfaces (enclosed porch, outbuilding and outhouse).
- Sheetrock interior and interior painting of enclosed porch.

### 10-Specialties

- Signage (NJHT Permanent Marker)

### 14-Conveying Equipment

- Limited Use/Limited Application (LU/LA) lift in the enclosed porch to access the first floor of the house.

### 26-ElectricalConveying Equipment

- Rewiring of the second floor of the house.
- Power supply for lift (LULA).
- New lighting from entrance to and within the enclosed porch.

### 32-Exterior Improvements

- Packed gravel paving for dedicated ADA parking and pathway to entrance at enclosed porch.

**BIDDER'S QUESTIONNAIRE PACKAGE**  
**PHASE II IMPROVEMENTS AT THE JUDGE NATHANIEL FOSTER HOUSE**  
**TOWNSHIP OF LOWER, OWNER**

STATEMENT OF GENERAL NOTICE

The Judge Nathaniel Foster House, listed on both the New Jersey State and National Registers of Historic Places, is located at 1649 Bayshore Drive, Villas, NJ 08251. The goal of this project is to further preservation and restoration work that began under the Phase I Improvement Project and improve accessibility to the building's first floor. All work must be carried out to respect and conform to the *Secretary of the Interior's Standards for the Treatment of Historic Properties* (rev. 2017) and is subject to review by the New Jersey Historic Trust, the New Jersey Historic Preservation Office.

The principal historic preservation activities required for this project include:

1. General Requirements & Conditions - Temporary facilities & controls; shoring & temporary supports.
2. Site Work/Existing Conditions - Selective demolition of the two deteriorated brick chimneystacks from mid-level of the attic up; Selective demolition of the west and south facing walls of the existing enclosed porch.
3. Masonry Restoration (Brick) - Reconstruction of the two brick chimneystacks from mid-level of the attic up.
4. Metals - Conservation of the cast iron fireback in the first floor parlor.
5. Carpentry - Framing of new west and south facing walls of the existing enclosed porch; Repair trim of the outhouse; Repair trim and framing of the shed, including rafters, roof sheathing and porch deck, Construct new steps in enclosed porch to work in conjunction with LU/LA at the kitchen's north door; Construct new steps and landing at the kitchen's north door.
6. Thermal and Moisture Protection - Replace flashings at reconstructed chimneystacks; Replace asphalt shingle roof at shed; Repair/replace damaged clapboard at outbuildings (shed and outhouse).
7. Doors and Windows - Replicate and install window shutters; Install new ADA entrance door into the enclosed porch; Install new windows in the west and south walls of the enclosed porch; Repair plank doors to the outbuildings (shed and outhouse).
8. Finishes - Prime (1 coat) and paint (2 coats) all exterior siding and all other exposed wood surfaces (enclosed porch, outbuilding and outhouse); Sheetrock interior and interior painting of enclosed porch.
9. Specialties - Signage (NJHT Permanent Marker)
10. Conveying Equipment - Limited Use/Limited Application (LU/LA) lift in the enclosed porch to access the first floor of the house.
11. Electrical - Rewiring of the second floor of the house; Power supply for lift (LULA); New lighting from entrance to and within the enclosed porch.
12. Exterior Improvements - Packed gravel paving for dedicated ADA parking and pathway to entrance at enclosed porch.

The complete scope of work consists of a single contract for the General Conditions and will be carried out in accordance with the Contract Documents (drawings and specifications).

The architect for this project is Michael Calafati Architect, LLC, 510 Bank Street, P.O. Box 2363, Cape May, NJ 08204. The owner's representative is Colleen Crippen, Coordinator of Federal and State Aid, Township of Lower, 1649 Bayshore Road, Villas, NJ 08251. A Project Fact Sheet describing the project and scope of work is included. All prospective bidders are strongly encouraged to visit the project site. A non-mandatory site visit will be conducted at 10:00 am, Wednesday, September 24, 2025, at 1649 Bayshore Road, Villas, NJ 08251.

All prospective bidders must submit a completed Qualifications Statement as set forth herein. Completed Bidder's Qualifications Statements must be submitted in duplicate to the attention of Margaret Vitelli, QPA, Township of Lower Purchasing Agent, no later than 2:00 pm, Wednesday, October 15, 2025 (one original copy and one complete photocopy). Sealed submissions shall be returned in an envelope, and prospective bidders shall write their Name, Address, and Project Name on the front of the envelope. All submissions will be publicly opened at 2:00 pm, Wednesday, October 15, 2025, in the Township Council Room, 2600 Bayshore Road, Villas, NJ 08251. Failure to fully complete the Bidder's Qualifications Statement will result in disqualification of the prospective bidder. No electronic or facsimile copies will be accepted.

The entities funding the project, including the Township of Lower, New Jersey Historic Trust, and the Project Architect will evaluate the qualifications of prospective bidders. Prospective bidders will be notified of their qualifications status in writing.

The Township of Lower will issue bid proposal forms, plans and specifications only to Qualified Bidders. Only bid proposals received from previously Qualified Bidders will be opened.

**STATEMENT OF BIDDER QUESTIONNAIRE/CRITERIA**  
**FOR EVALUATING BIDDERS**

The following seven (7) criteria will be used for evaluating the qualifications of potential Bidders. The evaluation will be based on information in the Qualifications Statement provided by prospective Bidders as well as information supplied by the Bidders' references.

1. The prospective Bidder, acting as General Contractor, will be required to demonstrate verifiable, successful experience in Project Supervision and Administration of Historic Preservation Projects including selective demolition, masonry construction, rough and finished carpentry (including restoration), window and door restoration flat roofing, finish work and painting, as well as the sensitive introduction of new electric circuits. This experience shall include 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 2017) within the past five (5) years preceding the date of the execution of this pre-qualifications form. The aggregate construction cost of each previous project must have been a minimum project cost of \$100,000. At least one (1) 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.
2. The prospective Bidder's proposed project supervisor will be required to demonstrate verifiable, successful experience in Project Supervision and Administration of Historic Preservation Projects including selective demolition, masonry construction, rough and finished carpentry (including restoration), window and door restoration flat roofing, finish work and painting, as well as the sensitive introduction of new electric circuits. This experience shall include 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 2017) within the past five (5) years preceding the date of the execution of this pre-qualifications form. The aggregate construction cost of each previous project must have been a minimum project cost of \$100,000. At least one (1) 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.
3. The prospective Bidder must provide a list of the names, titles and years of experience of all principal members of the prospective bidder's staff who will be available and assigned to this particular project.
4. The prospective Bidder's firm or any predecessor firm must not have wrongfully defaulted on a contract or had work terminated for non-performance within the past five (5) years.
5. The prospective 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 bidder's inability to meet the surety's reasonable underwriting standards.
6. The Bidder must demonstrate adequate performance on all projects currently underway in terms of Clients' satisfaction with quality of workmanship, appropriateness of staffing (with respect to the number of staff on the project and competency) and timely progress.
7. N.J.S.A. 40A:11-1 et seq. and N.J.A.C. 5:34-4.1 et seq. applies and controls.

**BIDDER'S QUESTIONNAIRE PACKAGE**  
**PHASE II IMPROVEMENTS AT THE JUDGE NATHANIEL FOSTER HOUSE**  
**TOWNSHIP OF LOWER, OWNER**

**Project Location Map/ North Top of Page**



Judge Nathaniel Foster House  
1649 Bayshore Drive, Villas, NJ 08251



**BIDDER'S QUALIFICATIONS STATEMENT**  
**PHASE II IMPROVEMENTS AT THE JUDGE NATHANIEL FOSTER HOUSE**

This form must be completed and submitted by prospective Bidders who wish to be considered for this work. Failure to complete the Bidder's Qualifications Statement shall result in disqualification of the prospective Bidder. Except where required below to complete this submission, attachments to this form will not be considered.

**Do not write *See Attached* in lieu of completing this form. Do not leave entries blank. This 7-page form must be completed in full. Not completing this form in full shall be grounds for rejection.**

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 the names, titles and years of experience of all principal members of the prospective bidder's staff who will be available and assigned to this particular project. Properly label and identify the attachment covering this item.
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, a bid guarantee, or a performance bond within the past twelve (12) months? If so, on a separate sheet describe the circumstances/reasons.

5. GENERAL CONTRACTOR:

Provide evidence of successful experience on two (2) projects involving separate historic buildings or sites and of similar activities and scope as the subject work completed in compliance with the *Secretary of the Interior's Standards for the Treatment of Historic Properties* (rev. 2017) within the past five (5) years preceding the date of the execution of this pre-qualification form. At least one of these 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 cost of at least \$100,000.

**Project #1**

Project Name: \_\_\_\_\_

Approximate Construction Date of Historic Building (Structure or Site): \_\_\_\_\_

Location: \_\_\_\_\_

Construction Cost: \_\_\_\_\_

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

Project Supervisor: \_\_\_\_\_

Scope of Work and Nature of Project: \_\_\_\_\_

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Owner: \_\_\_\_\_

Owner's Contact Person: \_\_\_\_\_

Phone: \_\_\_\_\_ Email: \_\_\_\_\_

Architect: \_\_\_\_\_

Architect's Contact Person: \_\_\_\_\_

Phone: \_\_\_\_\_ Email: \_\_\_\_\_

Historic Review Agency: \_\_\_\_\_

**Project #2**

Project Name: \_\_\_\_\_

Approximate Construction Date of Historic Building (Structure or Site): \_\_\_\_\_

Location: \_\_\_\_\_

Construction Cost: \_\_\_\_\_

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

Project Supervisor: \_\_\_\_\_

Scope of Work and Nature of Project: \_\_\_\_\_

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Owner: \_\_\_\_\_

Owner's Contact Person: \_\_\_\_\_

Phone: \_\_\_\_\_ Email: \_\_\_\_\_

Architect: \_\_\_\_\_

Architect's Contact Person: \_\_\_\_\_

Phone: \_\_\_\_\_ Email: \_\_\_\_\_

Historic Review Agency: \_\_\_\_\_

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 as the subject work completed in compliance with the *Secretary of the Interior's Standards for the Treatment of Historic Properties* (rev. 2017) within the past five (5) years preceding the date of the execution of this pre-qualification form. At least one of these 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 cost of at least \$1,00,000.

Name and Address of Project Supervisor who worked on the following two projects that meet the above requirements (list only one individual):

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Years of Experience: \_\_\_\_\_

With Whom (Company Name): \_\_\_\_\_

**Project #1**

Project Name: \_\_\_\_\_

Approximate Construction Date of Historic Building (Structure or Site): \_\_\_\_\_

Location: \_\_\_\_\_

Construction Cost: \_\_\_\_\_

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

Scope of Work and Nature of Project: \_\_\_\_\_

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Owner: \_\_\_\_\_

Owner's Contact Person: \_\_\_\_\_

Phone: \_\_\_\_\_ Email: \_\_\_\_\_

Architect: \_\_\_\_\_

Architect's Contact Person: \_\_\_\_\_

Phone: \_\_\_\_\_ Email: \_\_\_\_\_

Historic Review Agency: \_\_\_\_\_

**Project #2**

Project Name: \_\_\_\_\_

Approximate Construction Date of Historic Building (Structure or Site): \_\_\_\_\_

Location: \_\_\_\_\_

Construction Cost: \_\_\_\_\_

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

Scope of Work and Nature of Project: \_\_\_\_\_

\_\_\_\_\_

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\_\_\_\_\_

Owner: \_\_\_\_\_

Owner's Contact Person: \_\_\_\_\_

Phone: \_\_\_\_\_ Email: \_\_\_\_\_

Architect: \_\_\_\_\_

Architect's Contact Person: \_\_\_\_\_

Phone: \_\_\_\_\_ Email: \_\_\_\_\_

Historic Review Agency: \_\_\_\_\_

7. GENERAL CONTRACTOR:

Provide the following information on all current projects in progress.

**Project Name:** \_\_\_\_\_

Location: \_\_\_\_\_

Contract Amount: \_\_\_\_\_

Scheduled Completion Date: \_\_\_\_\_

Owner: \_\_\_\_\_

Owner's Contact Person: \_\_\_\_\_

Phone: \_\_\_\_\_ Email: \_\_\_\_\_

Architect: \_\_\_\_\_

Architect's Contact Person: \_\_\_\_\_

Phone: \_\_\_\_\_ Email: \_\_\_\_\_

**Project Name:** \_\_\_\_\_

Location: \_\_\_\_\_

Contract Amount: \_\_\_\_\_

Scheduled Completion Date: \_\_\_\_\_

Owner: \_\_\_\_\_

Owner's Contact Person: \_\_\_\_\_

Phone: \_\_\_\_\_ Email: \_\_\_\_\_

Architect: \_\_\_\_\_

Architect's Contact Person: \_\_\_\_\_

Phone: \_\_\_\_\_ Email: \_\_\_\_\_

*Attach additional pages if necessary to indicate current projects using the same format as above.*

## 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 OF  
POTENTIAL BIDDER: \_\_\_\_\_

EMAIL ADDRESS OF  
POTENTIAL BIDDER: \_\_\_\_\_

BY (sign name, no stamp): \_\_\_\_\_

(Print/type name and title) \_\_\_\_\_

WITNESSED: (If a Corporation. by the secretary of the corporation)

BY (sign name, no stamp): \_\_\_\_\_

(Print/type name and title) \_\_\_\_\_

Subscribed and sworn to before me  
this            day of            2025

Notary Public of the State of

My commission expires

(Seal) \_\_\_\_\_