

**Contractor  
Request for Proposals (RFP)**

**Stone Bank Barn Reconstruction**

**Jerusalem Mill Village Bank Barn  
2801 Jerusalem Rd.  
Kingsville, MD 21087**

**Issue Date: November 25, 2025**

**Due Date and Time: January 23, 2026, at 5:00 PM EST**

The Friends of Jerusalem Mill invites interested and qualified firms to submit proposals for contracting services associated with the reconstruction phase of the early 19<sup>th</sup> century stone bank barn at 2801 Jerusalem Rd., Kingsville, MD 21087. Note: The bank barn is currently accessible only from Jericho Road, just south of the intersection with Jerusalem Road.

Proposal must be received in hard copy no later than 5:00 PM on January 23, 2026.

**CLIENT**

The Friends of Jerusalem Mill is an all-volunteer, non-profit, tax-exempt, public charity under sections 501(c)(3), 509(a)(1) and 170(b)(1)(A)(vi) of the Internal Revenue Code, with a mission to preserve, restore, maintain and repair the historic Jerusalem Mill Village and to provide educational and recreational opportunities to the public through a living history program. Incorporated in 1986, the organization has been working to preserve and share the rich history of the oldest, most intact mill village in the United States, for the past 40 years.

**PROJECT BACKGROUND**

The Jerusalem Mill Village stone bank barn was originally constructed in the early 19<sup>th</sup> century as a typical Pennsylvania-style bank barn with an earthen ramp coming off of Jericho Road to the second level of the barn. It was built by Jerusalem Mills owner David Lee, a Quaker from Bucks County Pennsylvania, to house livestock and store feed, with the second level also serving as a threshing floor to separate wheat kernels from the stalks before processing in the mill. Unfortunately, the wood-framed upper floor, roof and west wall were destroyed by an arson fire in the Spring of 1961, and the barn had remained in ruins until 2019 when preservation efforts commenced on the three stone walls.

According to historic architect Jeffrey A. Lees of Baltimore, Maryland, “What is particularly significant about this structure, and what justifies the effort to reconstruct it in my opinion, is the fact that not only is it one of only a very few stone barns ever built in

Harford County, but at 66' wide by 40 feet deep, it was the largest barn in Harford County at the time it was built." To support this notion, Mr. Lees points out that the 1798 tax list for Harford County enumerated about 100 barns, only one of which is listed as being partly constructed of stone. According to the 1814 tax list there were over 220 barns, of which only about ten were stone.

The stone bank barn ruin is situated on land that is owned by the State of Maryland as part of the Gunpowder Falls State Park, but, like most of the structures and 24 acres of the village, is leased to the Friends of Jerusalem Mill.

The Friends of Jerusalem Mill (FOJM) wishes to reconstruct the portions of the bank barn that were destroyed by the fire, in a way that the barn will look on the outside as it did originally, but the interior spaces will be somewhat altered to allow a variety of contemporary uses, namely as an assembly area for 100 or fewer people on the second level, and general storage on the lower level. However, in compliance with the Secretary of Interior Standards for the Treatment of Historic Structures, we intend to make the interior as historically accurate as possible, while ensuring the safety of up to 100 occupants on the second level.

## PROJECT OVERVIEW

Project work involves the reconstruction of the early 19<sup>th</sup> century stone bank barn, measuring approximately 40' x 66', within the recently restored north, south and east stone walls. See photos below:



View looking northwest



View looking southeast

The original design for the reconstruction of the timber and lumber portions of the barn mistakenly eliminated the cantilever overhang on the forebay side of the barn, and before the design error was identified and corrected, the timber frame had been cut to size, including the mortises and tenons. The corrected design, from which the reconstruction will proceed, will make use of as much of the lumber from our existing inventory as possible. A copy of the current design accompanies this RFP.

## SCOPE OF SERVICES

The final scope of work will depend on the amount of funds available at the time a contract is signed. Therefore, we request that proposals include a base bid, with multiple add-options, as indicated below. Any options that can be funded will be selected at contract signing.

The base contract shall include everything required to deliver a fully enclosed, weatherproof structure able to be secured at points of egress. This includes, but is not limited to:

1. Take inventory of the existing timber to determine how much of it can be used in the redesigned bank barn and modify or supplement the timber that cannot be used at its present size or condition. Supplemental timber will have to be the same species as the current inventory – white oak, unless otherwise specified in the design drawings or contract. The timber is currently stored in weather-proof sheds, and can be inspected and inventoried prior to submitting a bid (see “Pre-Proposal Site Visit”).
2. Transport the usable timber approximately 15 miles to the job site as needed.
3. Install concrete footers and slab. This step will require third-party inspections, provided by FOJM contractors (inspectors are not part of this RFP).
4. Construct the timber frame (to include ornamental ladder). This step will require third-party inspections, provided by FOJM (inspectors are not part of this RFP).
5. Install roof sheathing and standing seam metal roofing and trim, gutters and downspouts.
6. Install wood siding and finishes.
7. Install all fenestration and associated hardware.

Following are add-options that individually may be selected pending availability of funds, and therefore should each include an independent cost proposal:

1. Install flooring.
2. Install staircases.
3. Install fire-rated stair enclosures, with the upper-level enclosures disguised as granaries. Include electrical boxes and conduit needed for later electrical installation.
4. Install electrical distribution, lighting, outlets. This step will require third-party inspections, provided by FOJM contractors (inspectors are not part of this RFP).

Please provide cost proposal using the attached financial proposal form. Provide unit prices for additional work using the attached form, or on a separate sheet of paper. The Contractor may submit their standard quote sheet as an attachment to the Contractor Financial Proposal Form but must also complete the information on page two of the form, to include a signature agreeing to all of the conditions on the form.

The contract that results from the RFP will be a fixed-price contract. Payments will be based on one down payment followed by milestone payments.

The project will be partially funded through a State bond bill, and the Contractor will be required to carefully document and submit project expenses with each request for payment. It may take 30-45 days or more to process requests for payment in order to allow for review and processing by the Maryland Department of General Services and the Maryland Comptroller's Office. The project will be executed with the involvement and oversight of the Maryland Department of Natural Resources.

## **PRE-PROPOSAL SITE VISIT**

Respondents may choose to attend a pre-bid meeting with Friends of Jerusalem Mill during a scheduled site visit (2801 Jerusalem Road, Kingsville, MD 21087) on December 16, 2025 at 12:30 PM, by reservation only. The grounds are otherwise accessible independently at Respondents convenience, any day from sunrise to sunset. If the gate to the bank barn is closed, please park in the paved parking lot across from 2807 Jerusalem Road, Kingsville, MD. In case of inclement weather, the pre-bid meeting will be rescheduled on December 22, 2025 at 12:30 PM. Please provide contact information for text and/or email notification of rescheduling.

Contractors can also inspect the current timber inventory, located approximately 15 miles offsite, immediately following the pre-bid meeting, by reservation only. The address will be provided at the pre-proposal site visit. The storage area is not accessible at any other time.

To make a reservation for the site visit and/or storage visit, send an e-mail to [jerusalem.mill.curator@gmail.com](mailto:jerusalem.mill.curator@gmail.com), no later than December 9, 2025 at 5:00 PM, and provide a company name, and contact name and phone number or email address.

## **TIMETABLE**

The proposal must include a projected start date and anticipated duration of construction.

The anticipated project award date is February 13, 2026.

## **QUALIFICATIONS**

- The contractor and any subcontractors must demonstrate experience working with historic structures.
- The contractor and any subcontractors must be licensed in the State of Maryland, as applicable to the nature of the work.
- Please provide qualifications and references for contractor and any subcontractors on the attached "Contractor/Builder Qualifications Form".
- The contractor and any subcontractors must be Equal Opportunity Employers.
- Contractors and any subcontractors will be required to be insured.

## **SELECTION CRITERIA**

The selection of the contractor will be based on the following factors:

1. Qualifications and references
2. Previous relevant experience
3. Cost
4. Project timeline

## **AWARD**

Acceptance of the successful respondent's proposal does not create a contractual relationship between FOJM and the successful respondent.

The contract award will be based on best value to the Friends of Jerusalem Mill, using the above selection criteria. Special consideration will be given to respondents who demonstrate familiarity with mortise & tenon timber frame construction. The Friends of Jerusalem Mill reserves the right to waive irregularities and to reject proposals.

Friends of Jerusalem Mill will evaluate all submittals and select the most qualified Respondent based on the evaluation criteria above. Following this selection, FOJM may enter into negotiations with the top Respondent regarding proposed services, scope of work, deliverables, project timeline, and budget. Entrance into negotiations does not constitute a contractual relationship between FOJM and said Respondent. Should FOJM and the selected Respondent be unable to come to an agreement regarding proposed services, deliverables, project timeline, and budget, FOJM reserves the right to terminate discussions and enter into negotiations with the next qualified Respondent.

## **RFP PACKAGE**

The RFP package consists of:

1. This "Request for Proposals" document
2. "Contractor/Subcontractor Qualifications Statement" blank form. Include subcontractors.
3. "Financial Proposal" blank form
4. "Conflict of Interest Affidavit and Disclosure" blank form
5. Two design packages – Structural/Architectural (base contract), and Electrical (add option).
6. Draft contract.
7. Sample Minimal Impact Use Agreement.

## **PROPOSAL SUBMISSION**

Proposals must be received by 5:00 PM on January 23, 2026. Late submissions will not be considered.

A complete proposal submission consists of the following:

1. A completed and signed "Financial Proposal" form.
2. A completed "Contractor/Subcontractor Qualifications Form" with no more than 10 (ten) pages of project-related supporting materials attached. Contractor must submit the names and locations of comparable projects that they have successfully completed, as well as references for those projects.
3. Contractor's projected start date and completion date for the project (may be included in cover letter).
4. Completed "Conflict of Interest Affidavit and Disclosure Form".
5. Completed IRS Form W-9. A blank form can be obtained at <https://www.irs.gov/pub/irs-pdf/fw9.pdf>.

Receipt of the following additional documentation is preferred with the proposal submission, but MUST be submitted before a contract is signed.

1. Copy of current license for contractor and any relevant. Contractor and subcontractors must be licensed to operate in the state of Maryland.
2. Copy of current insurance certificate for contractor and any relevant subcontractors. Before a contract is signed the contractors' insurance policies must name the State of Maryland, the Department of Natural Resources, and the Friends of Jerusalem Mill as insureds under the policy.
3. A Minimal Impact Use Agreement (MIUA) will be required between the general contractor and the Gunpowder Falls State Park. A sample MIUA is attached with this RFP, but the actual agreement will be prepared by the Department of Natural Resources' Attorney General and may differ from this sample.

Submit all proposal materials in hard copy to Friends of Jerusalem Mill, P.O. Box 237, Kingsville, MD 21087, or email to [jerusalem.mill.curator@gmail.com](mailto:jerusalem.mill.curator@gmail.com).

**FAILURE TO INCLUDE ALL REQUIRED INFORMATION WILL RENDER THE PROPOSAL NON-RESPONSIVE.**

## **PROPOSAL REQUIREMENTS**

1. Respondents should give specific attention to the identification of those portions of their proposals that they deem to be confidential, proprietary information or trade secrets and provide any justification why such materials, upon request, should not be disclosed by the State under the Access to Public Records Act, State Government Article, Title 10, Subtitle 6, Annotated Code of Maryland.
2. MBE/WBE firms are encouraged to respond to this solicitation.
3. The contractor and any subcontractors must be Equal Opportunity Employers, and cannot discriminate in the selection, hiring, or treatment of any employee, employment applicant, vendor, supplier, subcontractor, or commercial customer on the basis of race, color, religion, ancestry or national origin, gender, age, marital status, sexual orientation, or on the basis of disability or any other unlawful use of

characteristics unrelated to performance. Contractors must post, in a conspicuous place notices setting forth the nondiscrimination policy.

4. By submitting a response to this solicitation, a contractor shall be deemed to represent that it is not in arrears in the payment of any obligation due and owing the State of Maryland, including the payment of taxes and employee benefits, and that it shall not become so in arrears during the term of the contract if selected for contract award.

# Contractor Financial Proposal Form

## **REQUEST FOR PROPOSALS: Jerusalem Mill Village Bank Barn Reconstruction**

<b>FIRM / TEAM NAME:</b>	
<b>Description</b>	<b>Cost</b>
<b>TOTAL</b>	

## **HOURLY / UNIT COSTS: Please provide hourly rates for team members.**

<b>Name / Title / Role</b>	<b>Hourly Rate</b>

We hereby submit our proposal to the Friends of Jerusalem Mill for the Jerusalem Mills Bank Barn reconstruction project.

1. I/We have received, read, and fully understand the drawings /specifications for the project, the Request for Proposals, and the Addenda.
2. I/We have examined the site, existing structures, access roads, existing utilities, and all existing conditions which affect the construction proposal.
3. I/We are able to provide all the materials, products, labor, equipment, supervision, managerial and professional services necessary for the project, and are able to construct the project as intended by the provided specifications.
4. I/We are able to complete this project within the stipulated calendar days and/or critical completion dates specified by the signed contract.
5. I/We clearly understand that this Construction Proposal Form must be completed and submitted in its entirety to be considered a responsive proposal. Failure to provide all requested information may be cause for rejection of this proposal.
6. I/We clearly understand that the proposal price will be firm for a time period of 90 calendar days from the proposal opening date.
7. The firm represents, and it is a condition precedent to acceptance of this proposal, that the firm has not been a party to any agreement to propose a fixed or uniform price.

8. I/we agree to comply with all notices and contract requirements listed in the Request for Proposal and signed contract.
  
9. I/we agree to indemnify the Friends of Jerusalem Mill, the Department of Natural Resources, and the State of Maryland against liability for any suits, actions, or claims of any character arising from or relating to the performance of my company and its employees or subcontractors.

**Proposal submitted by representative hereby designated as project contact:**

<b>NAME:</b>	
<b>TITLE &amp; FIRM NAME:</b>	
<b>ADDRESS:</b>	
<b>PHONE:</b>	
<b>E-MAIL:</b>	
<b>FEDERAL EIN #</b>	
<b>DATE:</b>	
<b>SIGNATURE:</b>	

## Contractor / Subcontractor Qualifications Form

The undersigned certifies under oath the truth and correctness of all statements and of all answers to questions made hereinafter.

**Project Identification:** Jerusalem Mill Village Bank Barn Reconstruction Project

Company Name			
Contact Name			
Contact Title			
Address, City, State, ZIP			
Phone / Fax			
Email			
Website			

1.	How many years has your organization been in business?		
2.	How many years under your present name?		
3.	What time periods under a previous business name? (List below)		
	Company Name	Dates	
4.	Is your organization licensed to do business in the State of Maryland? Yes No		
5.	Do you have a professional license in the State of Maryland? Yes No		
	Type of license	License Number	
	Expiration date		
10.	Is your firm certified MBE in the State of Maryland?	Yes No	
11.	Have you in the previous five years, been denied a contract award on which you submitted the low bid/proposal in competitive bidding, or been refused pre-qualification?	Yes No	
	If yes, please explain:		
12.	List four or more projects executed by your firm within the past five years that were similar in nature and scope to this project, and were in compliance with the <u>Secretary of the Interior's Standards</u> (if applicable). <b>Attach photographic documentation of these projects, or refer us</b>		

	<p><b><i>to your website.</i></b> We may contact your references. A separate sheet or sheets containing all of the requested information may be substituted for part 12.</p>	
	a.	Project Name
		Project Address
		Years of Construction
		Client / Reference Name
		Client / Reference Phone or Email
		Web link if available
	b.	Project Name
		Project Address
		Years of Construction
		Client / Reference Name
		Client / Reference Phone or Email
		Web link if available
	c.	Project Name
		Project Address
		Years of Construction
		Client / Reference Name
		Client / Reference Phone or Email
		Web link if available
	d.	Project Name
		Project Address
		Years of Construction
		Client / Reference Name
		Client / Reference Phone or Email
		Web link if available
	e.	Project Name
		Project Address
		Years of Construction
		Client / Reference Name
		Client / Reference Phone or Email
		Web link if available
13.	<p>Provide names of key personnel to be involved in this project. Indicate the projects listed above with which they were involved. <b><i>On attached sheets, give brief resumes of each</i></b></p>	

	<i>person, describing specific experience and qualification that will indicate ability to perform work required on this project.</i>	
	a. Name	
	Specialty / Trade	
	Project Role	
	Years of experience	
	Years with this firm	
	Involved in projects listed above?	
	b. Name	
	Specialty / Trade	
	Project Role	
	Years of experience	
	Years with this firm	
	Involved in projects listed above?	
	c. Name	
	Specialty / Trade	
	Project Role	
	Years of experience	
	Years with this firm	
	Involved in projects listed above?	
	d. Name	
	Specialty / Trade	
	Project Role	
	Years of experience	
	Years with this firm	
	Involved in projects listed above?	
14.	Please indicate which portions of the work you will subcontract and the names of the subcontractors. <i>Please attach brief resumes of each subcontractor firm, describing specific experience and qualification that will indicate ability to perform work required on this project.</i>	
	a. Firm Name	
	Specialty / Trade	
	Address, City, State, Zip	
	Phone	
	Email	

	Website	
	Years in business	
	Involved in projects listed above?	
	MBE?	Yes No
b.	Firm Name	
	Specialty / Trade	
	Address, City, State, Zip	
	Phone	
	Email	
	Website	
	Years in business	
	Involved in projects listed above?	
	MBE?	Yes No
c.	Firm Name	
	Specialty / Trade	
	Address, City, State, Zip	
	Phone	
	Email	
	Website	
	Years in business	
	Involved in projects listed above?	
	MBE?	Yes No
d.	Firm Name	
	Specialty / Trade	
	Address, City, State, Zip	
	Phone	
	Email	
	Website	
	Years in business	
	Involved in projects listed above?	
	MBE?	Yes No

The undersigned certifies the truth and correctness of all statements.

	Prepared by:	
	Title:	
	Signature:	

## **Contractor / Builder Conflict of Interest Affidavit and Disclosure Form**

A. "Conflict of interest" means that because of other activities or relationships with other persons, a person is unable or potentially unable to render impartial assistance or advice to the State, or the person's objectivity in performing the contract work is or might be otherwise impaired, or a person has an unfair competitive advantage.

B. "Person" has the meaning stated in COMAR 21.01.02.01B(64) and includes a bidder, offeror, contractor, consultant, or subcontractor or subconsultant at any tier, and also includes an employee or agent of any of them if the employee or agent has or will have the authority to control or supervise all or a portion of the work for which a bid or offer is made.

C. The bidder or offeror warrants that, except as disclosed in §D, below, there are no relevant facts or circumstances now giving rise or which could, in the future, give rise to a conflict of interest.

D. The following facts or circumstances give rise or could in the future give rise to a conflict of interest (explain detail—attach additional sheets if necessary):

E. The bidder or offeror agrees that if an actual or potential conflict of interest arises after the date of this affidavit, the bidder or offeror shall immediately make a full disclosure in writing to the procurement officer of all relevant facts and circumstances. This disclosure shall include a description of actions which the bidder or offeror has taken and proposes to take to avoid, mitigate, or neutralize the actual or potential conflict of interest. If the contract has been awarded and performance of the contract has begun, the contractor shall continue performance until notified by the procurement officer of any contrary action to be taken.

I DO SOLEMNLY DECLARE AND AFFIRM UNDER THE PENALTIES OF PERJURY THAT THE CONTENTS OF THIS AFFIDAVIT ARE TRUE AND CORRECT TO THE BEST OF MY KNOWLEDGE, INFORMATION, AND BELIEF.

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

By: \_\_\_\_\_ (Authorized Representative and Affiant)