



Request for Proposals

GUSTAV STICKLEY HOUSE RESTORATION – PHASE 2 ATTIC INSULATION CLEANOUT

Request Issued: Friday, June 27, 2025

Proposals Due: Monday, July 14, 2025 at 1:00 pm

Background Information

The mission of the Greater Syracuse Land Bank is to acquire and stabilize vacant and abandoned properties to facilitate their return to productive use. The Land Bank owns a variety of properties including vacant and improved lots with occupied and vacant structures, mostly residential but some commercial. Most of these properties are located in the City of Syracuse, although we own properties throughout Onondaga County.

The Gustav Stickley House, located at 438 Columbus Avenue in Syracuse, is a unique icon in Syracuse history and the former home of Gustav Stickley, an early founder and advocate of the American Arts and Craft Movement. After a fire in 1901, Gustav Stickley substantially modified the house, creating what is today recognized as the first residential Craftsman style interior. Once abandoned and fallen into disrepair, the property is now being restored to its original glory through a partnership between the Greater Syracuse Land Bank, which owns the property, and the Gustav Stickley House Foundation (GSHF), which was formed to preserve the house and promote the legacy, ideals, and work of Gustav Stickley and the American Arts and Crafts Movement of the early 20th century. The exterior of the house was restored in Phase 1, completed in 2018. This included the reconstruction of the original front porch, extensive repairs to the siding and trim, window restoration, structural stabilization, a new roof, asbestos abatement, and painting the house with historically accurate colors.

Phase 2 includes the complete restoration of the historic areas including the entire ground floor of the building, new guest suites on the second and third floors, a caretaker apartment in the basement, and a rear addition to ensure safety and accessibility for all visitors.

Scope of Work and Requirements of Bidders

The successful bidder (Contractor) will be awarded a contract for the purchase of equipment and/or services in accordance with Schedule A (attached). The Contractor will be supervised by Land Bank staff and GSHF board members.

Insurance Requirements

The Contractor shall be required to provide for itself and maintain at its own cost and expense until the completion of the work the following forms of insurance:

- a. Commercial General Liability ("CGL") coverage with limits of liability not less than One Million Dollars (\$1,000,000.00) per occurrence and not less than Two Million Dollars (\$2,000,000.00) annual aggregate. If CGL coverage contains a General Aggregate Limit, such General Aggregate Limit shall

apply separately to each Property. CGL coverage shall be written on ISO occurrence form GC 00 01 (1093) or a substitute form providing equivalent coverage.

- b. Commercial Liability Umbrella coverage with limits of liability not less than Two Million Dollars (\$2,000,000.00).
- c. Comprehensive Automobile Liability coverage with limits of not less than One Million Dollars (\$1,000,000.00) per accident.
- d. Workers' Compensation and Employers' Liability in form and amounts required by law.

The Land Bank shall be named as an additional insured on the policies required by subparagraphs (a) and (b) above (as Greater Syracuse Property Development Corporation, 1941 S. Salina Street, Syracuse, NY 13205). The Contractor shall furnish certificates of insurance to the Land Bank and corresponding policy endorsements setting forth the required coverage hereunder prior to entering any Property or commencing any Work, and such policies shall contain an endorsement (1) requiring the carrier to give at least ten days' prior notice of cancellation to the Land Bank, and (2) waiving subrogation. The Contractor shall provide the Land Bank with copies of these policies and endorsements. All insurance required by this Contract shall be primary and non-contributing to any insurance maintained by the Land Bank. The Contractor's policy may not contain any exclusion for NY Labor Law, injury to employees or injury to subcontractors. Subcontractors are required to have an unmodified Commercial General Liability policy without limitation with respect to Employers Liability and injury to Independent Contractors. The Contractor shall ensure that any subcontractors hired carry insurance with the same limits and provisions provided herein. The Contractor agrees to cause each subcontractor to furnish the Land Bank with copies of certificates of insurance and the corresponding policy endorsements setting forth the required coverage hereunder prior to any such Contractor entering any Property or commencing any Work.

Indemnification by the Contractor

To the fullest extent permitted by applicable law, the Contractor shall indemnify, defend, and hold harmless the Land Bank, and its contractors, officers, directors, servants, agents, representatives, and employees (each, individually, an "Indemnified Party" and, collectively, the "Indemnified Parties"), from and against any and all liabilities, damages, losses, costs, expenses (including, without limitation, any and all reasonable attorneys' fees and disbursements), causes of action, suits, claims, damages, penalties, obligations, demands or judgments of any nature, including, without limitation, for death, personal injury and property damage and claims brought by third parties for personal injury and/or property damage (collectively, "Damages") incurred by any Indemnified Party to the extent caused by (i) any breach of this Contract by the Contractor, its subcontractors, officers, directors, members, servants, agents, representatives, or employees, or (ii) the malfeasance, misfeasance, nonfeasance, negligence, unlawful act or omission, or intentional misconduct of the Contractor, its subcontractors, officers, directors, members, servants, agents, representatives, or employees, arising out of or in connection with this Contract or the Work.

Non-Collusive Bidding Certification

By submission of this bid, each bidder and each person signing on behalf of any bidder certifies, and in the case of a joint bid each party thereto certifies as to its own organization, under penalty of perjury, that to the best of his knowledge and belief:

- (1) The prices in this bid have been arrived at independently without collusion, consultation, communication, or agreement, for the purpose of restricting competition, as to any matter relating to such prices with any other bidder or with any competitor; and

- (2) Unless otherwise required by law, the prices which have been quoted in this bid have not been knowingly disclosed by the bidder and will not knowingly be disclosed by the bidder prior to opening, directly or indirectly, to any other bidder or to any competitor; and
- (3) No attempt has been made or will be made by the bidder to induce any other person, partnership or corporation to submit or not to submit a bid for the purpose of restricting competition.

Equal Opportunity

The Contractor is subject to and agrees to comply with HUD Equal Employment Opportunity regulations at 24 CFR Part 130 and the provisions of the Equal Opportunity Clause, attached to this document.

Payment

The Contractor will be paid within 30 days after all documentation and applicable paperwork, is received by the Land Bank.

Additional Terms/Conditions

If, for any reason, Contractor cannot complete the work after submitting the accepted bid, said Contractor may, at Land Bank discretion, be removed, either temporarily or permanently, from participation with Land Bank projects.

The Land Bank expressly reserves the right at any time herein to change the requirements or specifications of this bid and the demolition, requested thereunder. The Land Bank further reserves the right to reject all bids hereunder and re-bid the job or, at its sole discretion, to not award the job to any bidder following receipt of any and all bids hereunder. The Land Bank shall not be bound to award the projects herein, regardless of bids received.

Proposal Requirements

- Quote a price to complete the scope of work as outlined in Schedule A (attached).
- Attach your relevant insurance certificates described above or affirm your ability to obtain the required insurance coverage upon awarding of the contract.
- Provide names and contact information for two professional references.
- Please indicate whether your company is a NY State Certified MBE, WBE, or SDVOB.

Responses should be submitted via email to Luke Avery-Dougherty at lavery-dougherty@syracuselandbank.org with the subject line "Stickley RFP" or by mail to:

Greater Syracuse Land Bank
Attn: Stickley RFP
1941 S. Salina Street
Syracuse, NY 13205

Submissions must be received by **1:00 pm on Monday, July 14, 2025**. The Land Bank's Board of Directors will vote to approve the winning bidder's contract at their next monthly meeting.

SCHEDULE A

Scope of Work:

Project includes removal and clean out of attic insulation including fiberglass batts and loose fill blown-in insulation in the Attic at the Gustav Stickley House restoration project in Syracuse, NY. Scope also includes cleanout of two knee walls on Third Floor of loose debris and insulation materials. Contractor shall legally disposed of all removals and pay for all dumping costs/fees. Refer to Drawing D100.

To request additional information, drawings, and specification for this scope please contact Beth Crawford at Crawford & Stearns, Architects and Preservation Planners, PLLC, by phone at 315-382-5328 or by email at bcrawford@crawfordstearns.com.

EQUAL OPPORTUNITY CLAUSE

All construction contracts entered into pursuant to this Agreement shall be subject to HUD Equal Employment Opportunity regulations at 24 CFR Part 130. The Contractor shall cause or require to be inserted in full in any non-exempt contract and any subcontract for construction work or modification thereof as defined in said regulations, which is paid for in whole or in part with assistance provided under this Agreement, the following equal opportunity clause:

During the performance of this contract, the Contractor agrees as follows:

- (1) The Contractor will not discriminate against any employee or applicant for employment because of race, color, religion, national origin, gender or gender identity, sexual orientation or disability. The Contractor will take affirmative action to ensure that applicants are employed and that employees are treated during employment without regard to their race, color, religion, national origin, gender or gender identity, sexual orientation or disability. Such action shall include, but not be limited to, the following: Employment, upgrading, demotion or transfer, recruitment or recruitment advertising, layoff or termination, rates of pay or other forms of compensation and selection for training, including apprenticeship. The Contractor agrees to post in conspicuous places, available to employees and applicants for employment, notices to be provided setting forth the provisions of this non-discrimination clause.
- (2) The Contractor will, in all solicitations of advertisements for employees placed by or on behalf of the Contractor, state that all qualified applicants will receive consideration for employment without regard to race, color, religion, national origin, gender or gender identity, sexual orientation, or disability.
- (3) The Contractor will send to each labor union or representative of workers with which he has a collective bargaining agreement, or other contract or understanding, a notice to be provided by the Contract Compliance Officer advising the said labor union or workers' representatives of the contractor's commitment under this section, and shall post copies of the notice in conspicuous places available to employees and applicants for employment.
- (4) The Contractor will comply with all provisions of Executive Order 11246 of September 24, 1965, and of the rules, regulations and relevant orders of the United States Secretary of Labor.
- (5) The Contractor will furnish all information and reports required by Executive Order 11246 of September 24, 1965, and by the rules, regulations and orders of the Secretary of Labor, or pursuant thereto, and will permit access to his books, records and accounts by HUD and the United States Secretary of Labor for the purposes of investigation to ascertain compliance with such rules, regulations and orders.
- (6) In the event of the Contractor's non-compliance with the non-discrimination clauses of this contract or with any of such rules, regulations or orders, this contract may be cancelled, terminated or suspended in whole or in part and the Contractor may be declared ineligible for further United States government contracts or Federally assisted construction contracts in accordance with procedures authorized in Executive Order 11246 of September 24, 1965, or by rule, regulation or order of the United States Secretary of Labor or as otherwise provided by law.
- (7) The Contractor will include the portion of the sentence immediately preceding Paragraph (I) and the provisions of Paragraphs (1) through (7) in every subcontract or purchase order unless exempted by rules, regulations or orders of the United States Secretary of Labor issued pursuant to Section 204 of Executive Order 11246 of September 24, 1965, so that such provisions will be binding upon each subcontractor or vendor. The Contractor will take such action with respect to any subcontract or purchase order as HUD may direct as a means of enforcing such provisions, including sanctions for non-compliance provided, however, that in the event the Contractor becomes involved in or is threatened with litigation with a subcontractor or vendor as a result of such direction by HUD, the Contractor may request the United States to enter into such litigation to protect the interest of the United States.