

REQUEST FOR PROPOSAL (RFP)
Steamboat MINNEHAHA Hull Rehabilitation Project

RFP Issue Date: February 7, 2024
Proposals Due: March 8, 2024



Contact Information:

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Summary of Steamboat MINNEHAHA

MINNEHAHA is one of six original Express Boats built and operated by the Twin Cities Rapid Transit Company (TCRT) connecting Lake Minnetonka's summer residents and visitors to the streetcar system. Launched in 1906, she traveled between twenty-six ports on the lake until being intentionally scuttled in 1926 when TCRT discontinued its Express Boat service. MINNEHAHA rested on the lake bottom until being raised in 1980. She was restored in a six-year all-volunteer effort that concluded with her return to public operation in 1996. She ran from 1996 to 2019 as an excursion boat providing narrated historical cruises to different points of interest on the lake.

MINNEHAHA has been in dry dock since losing her launch site following the 2019 season and efforts are underway to secure a new launch site on Lake Minnetonka. MINNEHAHA was added to the National Register of Historic Places in 2021.

Summary of LAKE MINNETONKA HISTORICAL SOCIETY (LMHS)

In October 2023, MINNEHAHA's parent nonprofit, the Museum of Lake Minnetonka, consolidated with the Excelsior-Lake Minnetonka Historical Society, Wayzata Historical Society, and Westonka Historical Society to form the Lake Minnetonka Historical Society (LMHS). The mission of the new organization is to tell the story of Lake Minnetonka by collecting, preserving and sharing its history. The Lake Minnetonka Historical Society has one of the largest archival and three-dimensional collections of Lake Minnetonka history available in-person and online and maintains a Research Archives in Wayzata, as well as Museums in Excelsior, Mound and Wayzata. The Society also shares the history of the lake through a variety of public programs and experiences, publishes and sells a number of books about the history of the area. LMHS is committed to returning its historic 1906 streetcar Steamboat MINNEHAHA to active operation on Lake Minnetonka to continue her life as an interactive floating museum.

PROJECT OVERVIEW

This project is made possible in part by the people of Minnesota through a grant funded by an appropriation to the Minnesota Historical Society (MNHS) from the Minnesota Arts and Cultural Heritage Fund of the Clean Water, Land, and Legacy Amendment.



Summary of Request for Proposal:

Lake Minnetonka Historical Society (LMHS) is soliciting proposals to hire a master shipwright to replace wood frames and planks, recalk the hull, and repaint the bottom of the historic Steamboat MINNEHAHA. Rehabilitation is defined as "the act or process of returning a vessel to a state of utility through repair or alterations that make possible an efficient contemporary use while preserving those features of the vessel that are significant to its historical, naval architectural, technological, and cultural values." The preservation of wooden hull vessels is expected to require rehabilitative repairs to arrest, retard, or prevent deterioration of the vessel, and to ensure its structural integrity. These may include steps necessary to render the vessel weather resistant and watertight.

Current State of MINNEHAHA:

MINNEHAHA is stored inside her heated storage/maintenance building at 140 George Street in Excelsior. Her bottom paint was removed in May 2023 and the hull is ready for rehabilitation.

Project Goals:

1. Preserve MNNEHAHA’s existing form, integrity, construction techniques and materials as utilized in her 1990-1996 restoration.
2. Rehabilitate the structural integrity and watertightness of the hull so she is capable of resuming operations.
3. Re-certify the operational readiness of MINNEHAHA’s hull to return to service as a passenger carrying vessel.
4. Educate/Inform the community on the skills and work needed to keep this treasured piece of Lake Minnetonka’s history alive and operational.

Project Scope Of Work:

LMHS requires the services of a qualified maritime shipwright to undertake the following hull rehabilitation in conformance with the grant agreement:

- *Work Site Preparation*
 - Worksite staged to accommodate the rehabilitation, i.e., tools, materials, steam box construction for shaping timbers, etc.
- *Removal of Damaged Ribs / Planks*
 - Five (5) forward cracked ribs located in Compartment #2
 - Two (2) stern planks immediately below the waterline at the vessels’ stern
 - Four (4) stern bottom planks with significant rot (two on port, two on starboard)
 - Removal of deteriorating support timbers from Port Rub Rail
 - Removal of existing cotton and caulk from all seams below the waterline
- *Fitting of New Ribs / Planks*
 - New planks and ribs custom fitted to each opening:

	Port	Starboard
Waterline Planks	(1) 14’	(1) 14’
Bottom Planks	(1) 18.5’ & (1) 16’	(1) 18’ & (1) 13’
 - Total Estimated # of Board Feet Required: ~93.5’
 - Replacement timbers to be of same wood types (Douglas fir, mahogany)
 - New marine grade adhesives and corrosion-resistant, silicon bronze planking screws used to secure timbers in place
- *Hull Finishing & Painting*
 - New cotton/oakum added to plank seams to ensure watertight seal
 - New wood plugs fitted/glued for screw holes
 - Fresh marine caulk added to all plank seams, ensuring no air gaps
 - Final sanding of hull surface below the waterline
 - Application of three (3) coats of marine primer below the waterline
 - Application of two (2) coats of ablative antifouling bottom paint

Project Work Site / Inspection Opportunities:

Due to the logistical challenges of transporting MINNEHAHA, all project work must be conducted on-site at MINNEHAHA’s heated winter storage building at 140 George Street, Excelsior, MN, 55331.

Applicants may opt to participate in one or more of the following opportunities to learn more about the project’s scope of work, etc.:

- In-person inspection of MINNEHAHA and the Excelsior work-site.
- Virtual meeting with MINNEHAHA’s Director of Operations to discuss aspects of the proposed project.
- Review supporting documentation from MINNEHAHA’s grant application (accessible online at <https://steamboatminnehaha.org/hull-project/>)

Proposers wishing to arrange any of these interactions should contact MINNEHAHA’s Director of Operations.

Project Schedule:

Project schedule for the selection process and project timeline is as follows. Schedule is subject to Milestone timeline (noted in blue highlighted boxes) set by MNHS Grants Office. A response to this RFP shall indicate the Proposer’s ability to comply with the project timeline.

Due Date	Deliverable	Completed
Dec 15, 2023	Notification of Grant Award	✓
Jan 2024	Completion of Heritage Partnership Grant Agreement (completed)	✓
Jan - Feb 2024	Phase 1 / Milestone 1 Report: 138 Project Review & Sanction by MN State Historic Preservation Office (SHPO)	In Process
Feb – Mar 2024	Letter issued by MN SHPO to MNHS Grants Office stating MINNEHAHA will not be adversely affected or a resolution to the adverse effect has been agreed to in writing.	Pending
Feb - Mar 2024	Phase 2: Publication of Request For Proposals by Master Shipwrights	
Mar 2024	Deadline for submission of Shipwright Proposals	
Apr 2024	Selection of Master Shipwright; completion of Contract (LMHS & Shipwright)	
May 2024	Phase 3: Staging of Work Site	
May – Jun 2024	Phase 4: Removal of Damaged Ribs & Planks	
Jul 2024	Phase 5: Fitting of Replacement Timbers	
Aug 2024	Site visit by MNHS Grants Office to review project progress (50% completion)	
Aug - Sep 2024	Phase 6: Remove/Replace all Cotton, Caulking & Corks	
Oct – Nov 2024	Phase 7: Application of Primer & Bottom Paint	
Nov 2024	Phase 8: Inspection / Survey of Hull (conducted by SAMS surveyor)	
Dec 2024	Submission of Final Project Report with all Financial Documentation	

SHIPWRIGHT QUALIFICATIONS

LMHS is seeking to retain the services of an experienced master shipwright with trained apprentices experienced in the preservation of historic wooden vessels.

- Master shipwright designation, formally educated in wooden boatbuilding craftsmanship with a minimum of ten (10) years of hands-on experience/apprenticeship specializing in preserving, rehabilitating, and restoring wooden vessels.
- Possess firm knowledge of all aspects of wooden boat construction techniques demonstrated through a portfolio of rehabilitation/restoration projects.
- Demonstrate a proficiency in replacing over-sized planks measuring 12-20 feet in length x 6-8 inches in width x 1 ¾ inches thick.
- Displays the ability to preserve/craft wooden boats and carry forward traditional and contemporary boatbuilding skills.
- Seeks to identify the factors of wood deterioration/rot and proposes preservation solutions in an effort to proactively avoid future deteriorations.
- Employs a team of experienced craftspeople/apprentices capable of working on-site and supplying all materials/tools/equipment needed to undertake a project of the scale presented.
- Possess resources necessary to complete the project's tasks, specifically: removal of damaged ribs/planks, cleaning of surfaces in preparation of replacement members, fitting replacement timbers, re-corking/caulking of all seams, new primer/bottom paint application.
- Willingness to interface with the public, LMHS organization members/volunteers, media regarding work in progress.
- Consents to participate in regular video blog updates to be shared via LMHS social media channels.

GRANT REQUIREMENTS

Timeline:

LMHS, in conjunction with the Heritage Partnership Grant Staff of the Minnesota Historical Society overseeing the grant project, have agreed to the time frame outlined in the milestones and other aspects of reporting for this project are approximate and are sufficiently generous that it should not be necessary to substantially modify the schedule for the project. All work under the terms of this project must be completed no later than Dec. 31, 2024. See Project Schedule.

Fixed-Price Contract:

This RFP is being solicited as a fixed-price contract and responses will be scored not only on cost, but the respondent's ability to complete the work within the allotted time. The fixed costs available for this project are \$100,100.00.

Bidding Process:

In accordance with Minn. Statute 16B.98 for Grants Management, any services and/or materials that are expected to cost \$20,000.00 or more must undergo a formal notice and bidding process.

Prevailing Wage Requirements:

Pursuant to Minnesota Statutes 177.41 to 177.44, and corresponding Minnesota Rules 5200.1000 to 5200.1120, this contract is subject to the prevailing wages as established by the Minnesota Department of Labor and Industry. Specifically, all contractors and subcontractors must pay all laborers and mechanics the established prevailing wages for work performed under the contract. Failure to comply with the aforementioned may result in civil or criminal penalties.

County: Hennepin

Labor Code and Class: 704 Carpenters

	Effective Date: 2023-12-26	Effective Date: 2024-04-29
Prevailing Wage Rates: (Hourly Basic Rates of Pay)	Basic Rate = \$43.94 Fringe Rate = \$27.89 Total Rate = \$71.83	Basic Rate = \$46.49 Fringe Rate = \$27.89 Total Rate = \$74.38

Labor Code and Class: 102 Laborer, Skilled (Assisting Skilled Craft Journeyman)

	Effective Date: 2023-12-26	Effective Date: 2024-05-01
Prevailing Wage Rates: (Hourly Basic Rates of Pay)	Basic Rate = \$41.66 Fringe Rate = \$23.74 Total Rate = \$65.40	Basic Rate = \$43.39 Fringe Rate = \$24.24 Total Rate = \$67.63

The contractor and subcontractor shall furnish to the contracting agency, copies of any or all payrolls not more than 14 days after the end of each pay period. All hours worked in excess of eight (8) hours per day or forty (40) hours per weeks shall be paid at the rate of one and one half (1 1/2) times the basic hourly rate.

Non-Discrimination Stipulation:

As the Grantee, LMHS agrees that in hiring of common or skilled labor for the performance of any work on the grant program that no contractor, material supplier or vendor shall, by reason of race, creed, color, religion, national origin, sex, marital status, status with regard to public assistance, membership or activity in a local commission, disability, sexual orientation, or age, discriminate against any person or persons who are citizens of the United States, or resident aliens, who are qualified and available to perform the work to which the employment relates.

Further, the Grantee agrees no contractor, material supplier or vendor shall, in any manner, discriminate against, or intimidate, or prevent the employment of any person or persons identified in the preceding paragraph, or on being hired, prevent or conspire to prevent, the person or persons from the performance of work under any contract on account of race, creed, color, religion, national origin, sex, marital status, status with regard to public assistance, membership or activity in a local commission, disability, sexual orientation, or age.

Compensation:

Dispersal of grant funds will be subject to the successful completion of Milestone/Condition Reports as identified and agreed to between the Grantor and the Grantee. As the Grantee, LMHS shall be responsible for submitting all project reports, etc. through MNHS' grants portal. LMHS will process all vendor payments on a timely basis in accordance with MNHS' milestone timetable.

PROPOSAL REQUIREMENTS & SUBMISSIONS

Acceptance of Project Terms:

By submitting a proposal to this RFP, the Proposer is acknowledging its willingness to comply with all project terms and requirements as outlined herein. Further, the Proposer agrees to...

- A. Collaborate with LMHS' Grant Administrator on all grant performance reporting requirements, and meet all applicable federal and/or state requirements for professional qualifications to conduct this project.
- B. Keep MINNEHAHA's Director of Operations informed of the status of the project on a regular basis. Shipwright and MINNEHAHA's Director of Operations shall meet on-site on a regular basis or upon request throughout the project.
- C. Participate in project milestone reports and meetings with MNHS grant administration staff to review the project's status.
- D. Complete all work under the terms of this project no later than Dec. 31, 2024.

Proposal Requirements:

Candidates submitting proposals should be certain to provide the following information in the proposals:

- Relevant Maritime Preservation Experience* – provide a list of completed similar projects, including project name, location, nature of work, project photos, date completed, project cost, contact name, email address, physical address and phone number.
- Professional Qualifications / Organizational History* – provide a summary of your firm's business history together with resumes (licenses, permits, etc.) of all partners, associates or consultants employed in your firm who will be working on this project. A description of roles / responsibilities of team members should also be included.
- Liability Coverage* – the selected vendor must carry their own liability coverage and provide LMHS with a current Certificate of Insurance naming LMHS as an Additional Insured on their General Liability policy. A blank waiver of Subrogation endorsement along with a Primary & Non Contributory endorsement on the vendor's GL policy is preferred. Vendor should carry no less than \$1,000,000 per occurrence/\$2,000,000 aggregate and if available, add a "Voluntary Property Damage" endorsement of no less than \$10,000 to their GL policy. The certificate should also include workers' compensation.
- Video Blog Release* – an important component of this project is to educate the community about what is entailed in preserving a working historic wooden hull vessel. LMHS will be creating a video blog series for its social media channels tracking the project's progress, the skills/expertise and techniques involved, etc. All project personnel will be expected to sign a release for their participation. The selected shipwright will also be given the opportunity to feature the video blogs on its social media channels.

- *Acceptance of Project Terms* – all vendors must agree to comply with all state-mandated requirements of the grant, including adherence to generally accepted accounting principles, documentation of all invoices/receipts, copies of all personnel timesheets (if applicable), and compliance with Non-Discrimination and Prevailing Wage regulations.
- *References* – provide a listing of trade or other references you feel are important.

Evaluation Criteria:

LMHS will evaluate all written submittals. It is incumbent upon the Proposers to demonstrate within their proposal how each requirement will be satisfied. All submissions must meet the specifications outlined in the Proposal.

The following criteria, not listed in order of importance, will be used to evaluate proposals:

15%	Price for completing scope of work and ability of the Proposer to meet the project schedule within the noted deadlines.
25%	Proposer’s qualifications as a master shipwright (including education, professional certifications, work experience, etc.).
50%	Depth of the Proposer’s experience in comparable historic vessel rehabilitation projects.
10%	Responsiveness to the RFP.

Proposal Submissions:

- All submissions must be emailed to treasurer@lakeminnetonkahistory.org by **5:00 PM (CST) on Friday, March 8, 2024**.
- Proposers are encouraged to upload files ahead of the deadline to ensure the Reviewer can successfully open the proposal.
- Reviewer shall acknowledge receipt of proposal upon receipt. Proposals arriving after the deadline will not be opened or considered.
- All submissions and the accompanying documentation will become the property of LMHS and may not be returned.
- LMHS reserves the right to reject any or all proposals at any time without penalty.