

Town of *Wellesley*



Wellesley Historical Commission Request for Quotation

Section 1: Background

The Town of Wellesley Historical Commission (WHC) wishes to complete the historic date plaque program in FY18. This project has the goal of identifying all homes built prior to 1919 so that these homes may receive a historic date plaque issued through the WHC. In FY17, the WHC successfully researched approximately half of the eligible homes in Wellesley, leaving an estimated 342 structures for research. The WHC wishes to have these 342 homes researched in FY18 so that they may receive the WHC historic plaques, should the homeowner apply for a plaque.

Section 2: Scope of Services

The WHC seeks a vendor to complete the remaining research on Wellesley homes for historic plaque eligibility. The WHC requires that the vendor research an estimated 342 homes. This work will take the vendor no longer than 11 months to complete. The start date for this work will begin August 15, 2017.

The vendor will need to have a staff of at least one person to complete the estimated 342 homes in 11 months and be able to make trips to the Wellesley Town Hall, Libraries, Registry of Deeds, and any other locations that might be required for the research in determining the date a structure was built. The vendor will also be required to report to WHC meetings as the WHC may require.

The WHC will require that the vendor come up with the proper method for organizing and researching structures that will lead to the one page information sheet, as exemplified in Exhibit A. One information sheet must be created for every structure that is researched and submitted to the WHC no less than once a month in order to be compensated for the research that was done. Vendor will be paid within two weeks of approval from the WHC to the Finance Department.

The WHC requires that the one-page information sheets be provided to the WHC in the following two formats: 1. Printed single-sided on high quality paper with no read through in an 8.5"x 11" format, in color where a color photo is used and 2. Electric copy of each one-page information sheet in both PDF and Microsoft Word format, suitable to posting on the WHC online database. For consistency because this project has been ongoing, the one page information sheet must be produced in the exact form as shown in Exhibit A.

A vendor who wishes to respond to this Request for Quote will quote the cost per structure information sheet in Exhibit A. The responsive and responsible vendor submitting the lowest cost per information sheet will be awarded the bid. In the event of a tie in responses to this request for quote, a coin toss will be used to determine the winner of the WHC work being described in this Request for Quote. WHC reserves the right to reject any and all respondents to this Request for Quote.

Section 3: Responding to this Request for Quote

If a vendor wishes to provide a quote for the work being provided in this request for quote, please submit a written response, either on paper or through email, with the following information:

1. Vendor Name
2. Vendor Address
3. Contact name
4. Contact phone number
5. Contact email
6. Cost per information sheet (Exhibit A)

Please submit a response to this request for quote by **August 7, 2017 at noon**. The wall clock on the third floor of Town Hall will determine noon on August 7, 2017. Please respond via email to jryan@wellesleyma.gov or to the below address by mail.

**Town of Wellesley
James Ryan, Financial Services
525 Washington Street
Wellesley, MA 02482**

49 WOODLAWN AVENUE



Year Built: 1879

Area of Lot: 21,057 sq. ft.

<u>List of Owners (with dates)</u>		<u>Book/Page</u>
06/28/1991	Karen V. Knudsen to Robert H. Dorin & Lesley C. Peebles	8970/646
09/20/1985	Jonathan B. Knudsen & Karen V. Knudsen to Karen V. Knudsen	6800/276
01/05/1981	William J. Cusack & Kathleen Cusack to Jonathan B. Knudsen & Karen V. Knudsen	5827/573
11/25/1973	Thomas C. Joseph & Patricia H. Joseph to William J. Cusack & Kathleen Cusack	5001/600
11/20/1972	Elizabeth B. Woodley (widow) to Thomas C. Joseph & Patricia H. Joseph	4891/175
10/13/1939	J. Walter Davis to George F. Woodley III & Elizabeth B. Woodley	2254/201
10/26/1935	Julia A. Engvall to J. Walter Davis	2089/148
10/26/1935	J. Walter Davis & Virginia Ralph Davis to Julia A. Engvall	2089/147
06/09/1920	Boston Safe Deposit & Trust Company (Executor and Trustee under the will of Frank L. Fuller) to J. Walter Davis & Virginia Ralph Davis	1458/85
04/_/1907	Edward W. Fuller, E. Mabel Fuller, Miriam J. Fuller, Fannie B. Welldon & Jeannette L. Bixby (heirs of Hezekiah Fuller Jr.) to Frank L. Fuller	1062/21

Includes site of 49 Woodlawn Avenue as 16 acre lot extending from Washington Street to railroad tracks

01/17/1843	Reuben Ware to Hezekiah Fuller Jr.	140/192
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Additional Information:

- 1879 Needham Town Report: Hezekiah Fuller owns one dwelling (185 Washington Street)
- 1880 Needham Town Report: Hezekiah Fuller owns two dwellings (185 Washington Street and 49 Woodlawn Avenue)
- “Mr. Hezekiah Fuller has built a neat house on Woodlawn Ave., adding greatly to the appearance of the vicinity.” – Needham Chronicle, July 19th, 1879.