

January 19, 2017

Tracey A. Fortier, Preservation Planner  
Massachusetts Historical Commission  
220 Morrissey Boulevard  
Boston, Massachusetts 02125-3314

**RE: Derby Summer House Restoration Project  
Glen Magna Estate, Danvers MA**

Dear Ms. Fortier:

Gienapp Design has completed its preliminary assessment of the Derby Summer House located on the Danvers Historical Society (DHS) property known as the Glen Magna Estate. We have identified numerous building deficiencies that require remediation. We have prioritized these needed repairs into two Phases.

The initial Phase (1) would be comprised of emergency repairs to stabilize and persevere this historic building from further damage. It is anticipated that this work will be accomplished through utilization of the Mass Historical Commission's (MHC) Massachusetts Preservation Projects Fund (MPPF) grant that has been allocated for emergency repairs to the Derby Summer House and also matching funds raised by the DHS. Phase 1 emergency repairs will completed by June 30, 2017 as stipulated by the requirements of MPPF grant.

The Phase 2 restoration work will include other necessary but less urgent repairs. It is expected that this work will be funded entirely through private donations to the DHS. The exact timeline for these repairs is not yet determined.

We have attached a preliminary cost estimate illustrating the full scope of work to done by phase with the associated costs for each repair line item. A drawing set with photos is also attached for referencing the locations and areas of the building that require attention. A project schedule for the Phase 1 work is also included to explain the timeline for accomplishing the emergency repair work.

We look forward to working with DHS and MHC to restore and preserve this rare and important Federalist era building designed by Samuel McIntyre. Please do not hesitate to contact us if you require further information

Sincerely,

Dale Gienapp, AIA, LEED AP BD+C  
**Gienapp Design Associates, LLC**

Attachments: Preliminary Drawing Set & Photos, Preliminary Cost Estimate and the Phase 1 Project Schedule

cc: Thomas Page (DHS); George Saluto (DHS)



# Memo

**Date: January 17, 2017**

**To: File**

**From: Michael Nee**

**Project: Glen Magna - Derby Summer House Repairs**

**Project # 624.1**

## **Glen Magna - Derby Summer House Repairs & Restoration- Project Schedule**

- |  |                                  |
|--|----------------------------------|
| 1. Ad to Central Register                      | Thurs. February 23, 2017         |
| 2. Ad appears in Central Register              | Thurs. March 2, 2017             |
| 3. Drawings available/Bidding start            | Thurs. March 2, 2017             |
| 4. Pre-bid Conference                          | 11:00 am -Friday. March 10, 2017 |
| 5. General Bids (can be delayed to 3/30)       | 11:00 am - Thur., March 23, 2017 |
| 6. Contract Award (Notice to Proceed)          | April 17, 2017                   |
| 7. General Contractor begins work on -site     | May 1, 2017                      |
| 8. Summer House Repairs Substantial Completion | June 15, 2017                    |
| 9. Summer House Repairs Complete               | June 30, 2017                    |

*End memo*





PC	#	Scope Description	Div.	Quantity	Unit	Unit Cost	Phase 1	Phase 2		
<b>1. Exterior</b>										
	1.1	Replace cedar roof	7	359	sf	15	\$5,385			
	1.2	Replace limited areas of rotten roof sheathing boards	6	30	sf	10	\$300			
	1.3	Replace damaged flashing at roof penetrations (urns & statues)	5	6	each	600	\$3,600			
	1.4	Replace rotted sections of eaves – cornice moldings/fascia/soffit & paint	6, 9	10	lf	250	\$2,500			
	1.5	Replace rotted section of rakes at intersection with eaves	6	10	lf	250	\$2,500			
	1.6	Replace cornice molding at top of entablature & paint	6, 9	24	lf	285		\$6,840		
	1.7	Replace wooden gutters w/ copper or wood	5, 6	36	lf	30		\$1,080		
	1.8	Replace damaged aluminum rain leaders (2)	5	52	lf	18		\$936		
	1.9	Replace missing window glazing putty	8	8	each	250	\$2,000			
	1.10	Limited repairs to shutter louvers & paint	6, 9	16	each	200		\$3,200		
	1.11	Replace plinths of Ionic pilasters (3 at front, 2 at back, 3 on sides)	6	8	each	1000	\$8,000			
	1.12	Replace horizontal stylobate band (flat trim below pilasters)/paint	6, 9	30	lf	100	\$3,000			
	1.13	Replace quoins (19) & paint	6, 9	19	each	150	\$2,850			
	1.14	Repair basement vents (3) - screening/louvers	8	3	each	150		\$450		
	1.15	Repair arched trellises at front & rear entrances	6	2	each	400		\$800		
	1.16	Strip, fill voids, sand, seal, repaint all existing components of exterior (siding, trim, moldings, carvings, statuary, urns, window sash/sills, bulkhead)	9	1500	sf	8		\$12,000		
	1.17	Wash exterior granite masonry foundation & stone steps with biocide	4	200	sf	6		\$1,200		
	1.18	Replace rotten exterior sheathing boards & paint	6, 9	90	sf	20	\$1,800			
	1.19	Repair statuary and plinths (2) & paint	6, 9	2	each	6000		\$12,000		
	1.20	Repair urns and plinths (4) & paint	6, 9	4	each	500		\$2,000		
							<b>Subtotal</b>	<b>\$31,935</b>	<b>\$40,506</b>	
<b>2. Interior</b>										
<b>2.1 First Floor</b>										
	2.1.1	Replace northwest 8 x 8 corner post (14 lf) and 8 x 8 girt (8 lf) supporting 2nd fl	6	1	each	20000	\$20,000			
	2.1.2	Replace sill at northwest corner	6	1	each	6000	\$6,000			
	2.1.3	Repair damage to areas of wall (wood wainscoting & plaster) at northwest corner post & scrape/repaint	6, 9	70	sf	15		\$1,050		
	2.1.4	Make safe existing exposed electrical wires / panel (may disconnect power)	26	1	each	2500	\$2,500			
	2.1.5	Repair other cracks in plaster walls/ceilings	9	300	sf	4		\$1,200		
	2.1.6	Sand and repaint repaired wall surfaces	9	300	sf	4		\$1,200		
	2.1.7	Scrape, sand and repaint all remaining wall, ceiling & wood floor surfaces	9	1500	sf	3		\$4,500		
	2.1.8	Scrape, sand and refinish (4) doors with transparent finish	9	4	each	300		\$1,200		
	2.1.9	Clean marble tile floor with biocide & cleaning paste	4	120	sf	3		\$360		
							<b>Subtotal</b>	<b>\$28,500</b>	<b>\$9,510</b>	
<b>2.2 Second Floor</b>										
	2.2.1	Scrape, sand and repaint vaulted ceiling	9	270	sf	7		\$1,890		
	2.2.2	Dip/strip, sand and paint window sash & stools	9	8	each	750		\$6,000		
	2.2.3	Refinish parquet floor	9	234	sf	4		\$936		
							<b>Subtotal</b>	<b>\$0</b>	<b>\$8,826</b>	
							<b>Direct Cost Subtotal</b>	<b>\$60,435</b>	<b>\$58,842</b>	<b>\$119,277</b>
		Permits	1		0.015		\$907	\$883	\$1,789	
		Bonds	1		0.015		\$907	\$883	\$1,789	
		General Conditions/Requirements	1		0.30		\$18,131	\$17,653	\$35,783	
		General contractor overhead & Profit			0.10		\$6,044	\$5,884	\$11,928	
		Estimating contingency (15%)			0.15		\$9,065	\$8,826	\$17,892	
							<b>Total Construction Budget</b>	<b>\$95,487</b>	<b>\$92,970</b>	<b>\$188,458</b>

Repair Priority	
	Low
	Medium
	High

## Project Summary

These drawings depict repairs to the historic Derby Summer House located at the Glen Magna estate owned by the Danvers Historical Society. The Scope of the work can be summarized as follows:

1. Exterior
  - 1.1 Replace cedar roof
  - 1.2 Replace limited areas of rotten roof sheathing boards
  - 1.3 Replace damaged flashing at roof penetrations (urns & statues)
  - 1.4 Replace rotted sections of eaves – cornice moldings/fascia/soffit & paint
  - 1.5 Replace rotted section of rakes at intersection with eaves & paint
  - 1.6 Replace cornice molding at top of entablature & paint
  - 1.7 Replace wooden gutters with new wood or copper gutters
  - 1.8 Replace damaged aluminum rain leaders (2) w/ copper
  - 1.9 Replace missing window glazing putty
  - 1.10 Limited repairs to shutter louvers & paint
  - 1.11 Replace plinths of Ionic pilasters (3 at front, 2 at back & 3 on sides) & paint
  - 1.12 Replace horizontal stylobate band (flat trim below pilasters) & paint
  - 1.13 Repair/replace quoins (7) & paint
  - 1.14 Repair basement vents (4) - screening/louvers
  - 1.15 Repair arched trellises at front & rear entrances & paint
  - 1.16 Strip, fill voids, sand, seal, repaint all existing components of exterior (siding, trim, moldings, carvings, statuary, urns, window sash/sills, & bulkhead)
  - 1.17 Wash exterior granite masonry foundation & stone steps with biocide
  - 1.18 Replace rotten exterior sheathing boards
  - 1.19 Repair statuary & plinths (2) & paint
  - 1.20 Repair urns & plinths (4) & paint
2. Interior
  - 2.1 First Floor
    - 2.1.1 Replace northwest 8 x 8 corner post (14 lf) and 8 x 8 girt (8 lf)
    - 2.1.2 Replace sill at northwest corner
    - 2.1.3 Repair damage to areas of wall (wood wainscoting & plaster) at front left corner post & scrape/repaint
    - 2.1.4 Make safe existing exposed electrical wires / panel
    - 2.1.5 Repair other cracks in plaster walls/ceilings
    - 2.1.6 Sand and repaint repaired wall surfaces
    - 2.1.7 Scrape, sand and repaint all remaining wall, ceiling & wood floor surfaces
    - 2.1.8 Scrape, sand and refinish (4) doors with transparent finish
    - 2.1.9 Clean marble tile floor with biocide
  - 2.2 Second Floor
    - 2.2.1 Scrape, sand and repaint vaulted ceiling
    - 2.2.2 Scrape, sand and paint window sash & stools
    - 2.2.3 Refinish parquet floor

### Exterior Photo



### Aerial Photo



# Danvers Historical Society - Glen Magna Derby Summer House Historic Restoration

29 Ingersoll St, Danvers, MA 01923

**January 13, 2017**

## DRAWING LIST

T-1	Title Sheet / TOC / Project Description / Aerial
A1.0	First & Second Floor Plans / Elevations
A2.0	Photos

#### ARCHITECT



20 Conant Street | 978.750.9062  
Danvers, MA 01923 | [gienappdesign.com](http://gienappdesign.com)

#### OWNER/CLIENT

Danvers Historical Society  
11 Page Street  
Danvers MA 01923  
Tel: (978) 777-1666

IF THIS SHEET IS NOT 24 X 36 IT IS A REDUCED SCALE PRINT - SCALE ACCORDINGLY

1  
0  
SCALE  
3/8"=1'-0"

2  
0  
SCALE  
1-1/2"=1'-0"

3  
0  
SCALE  
1"=1'-0"

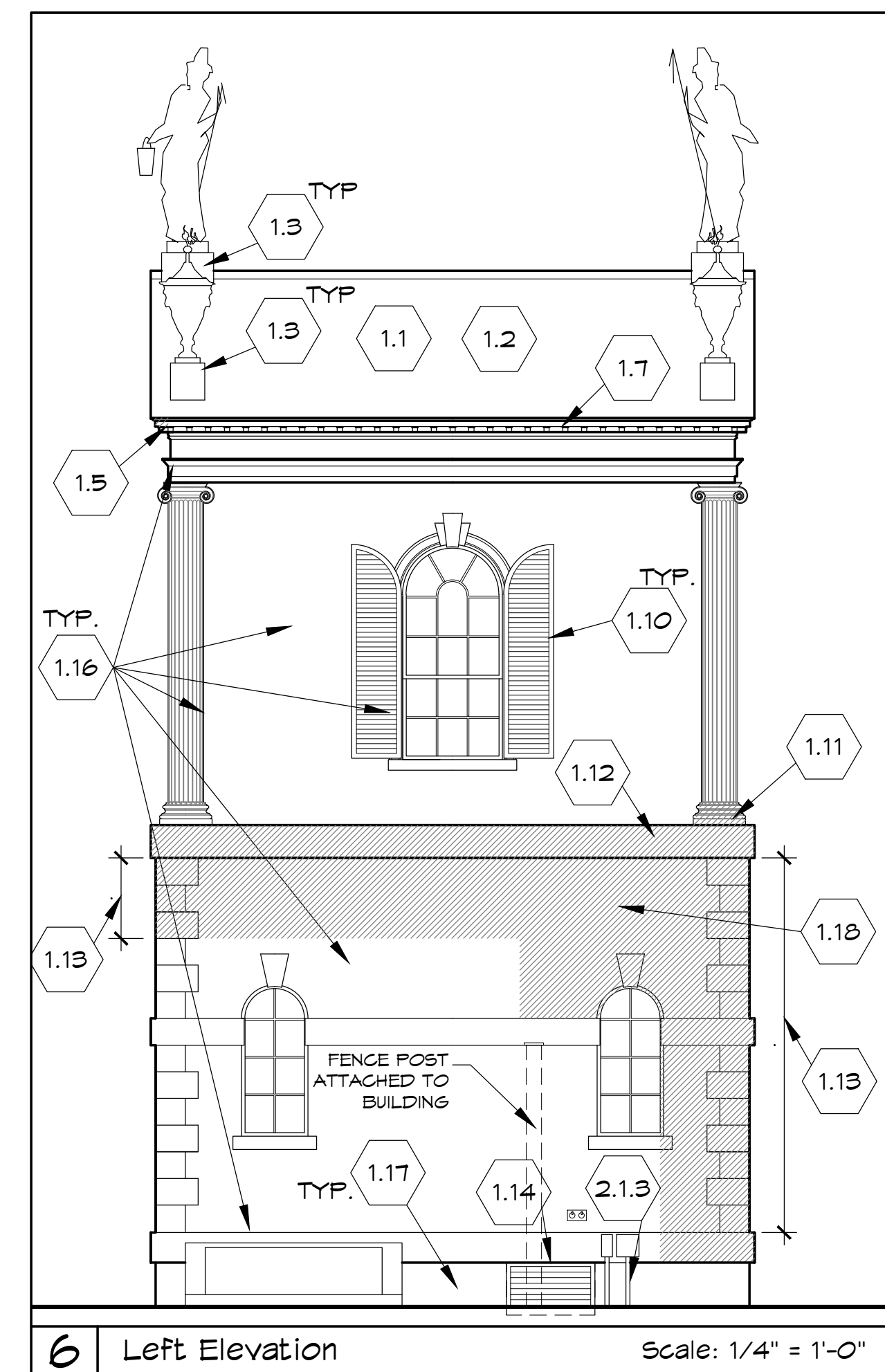
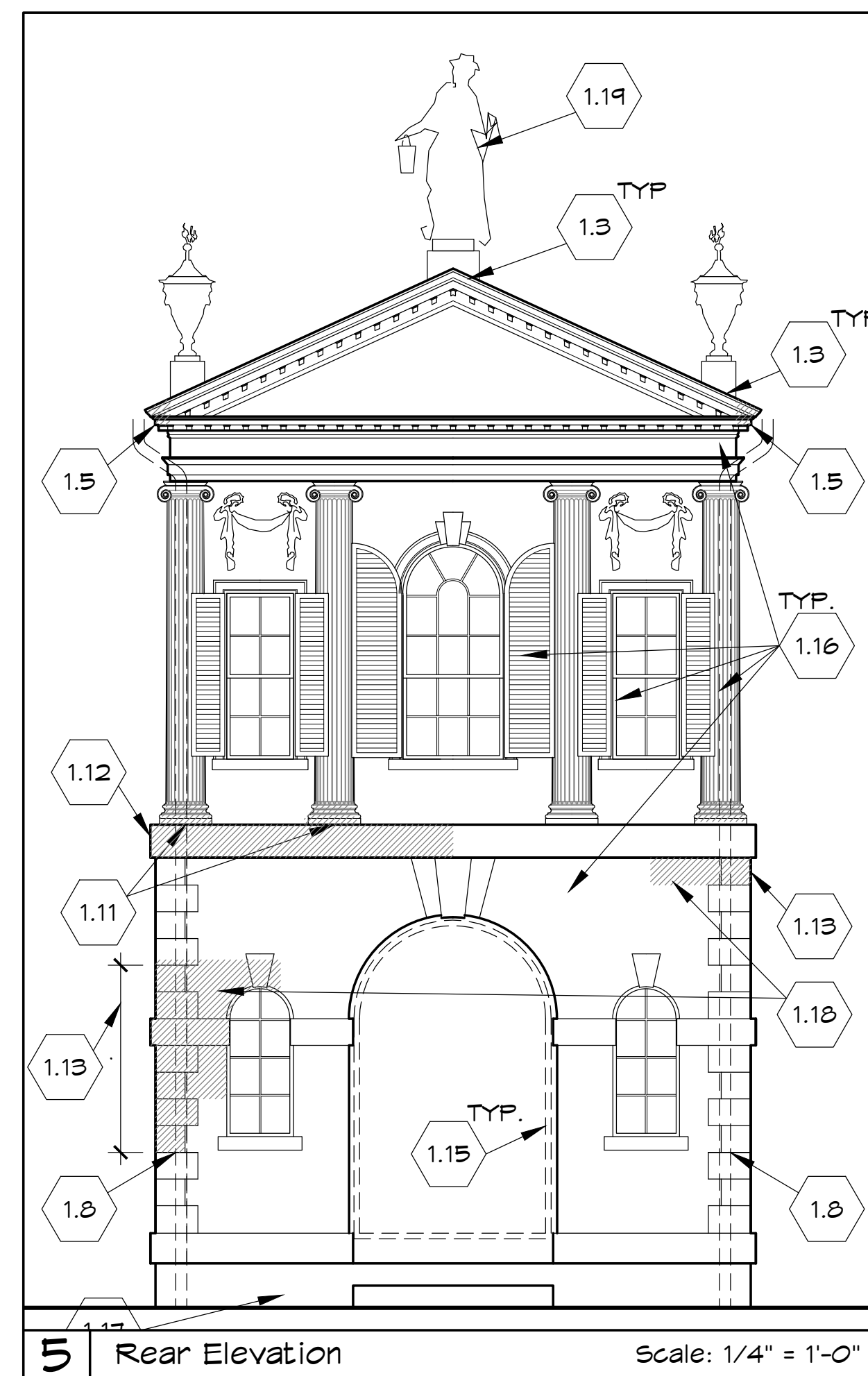
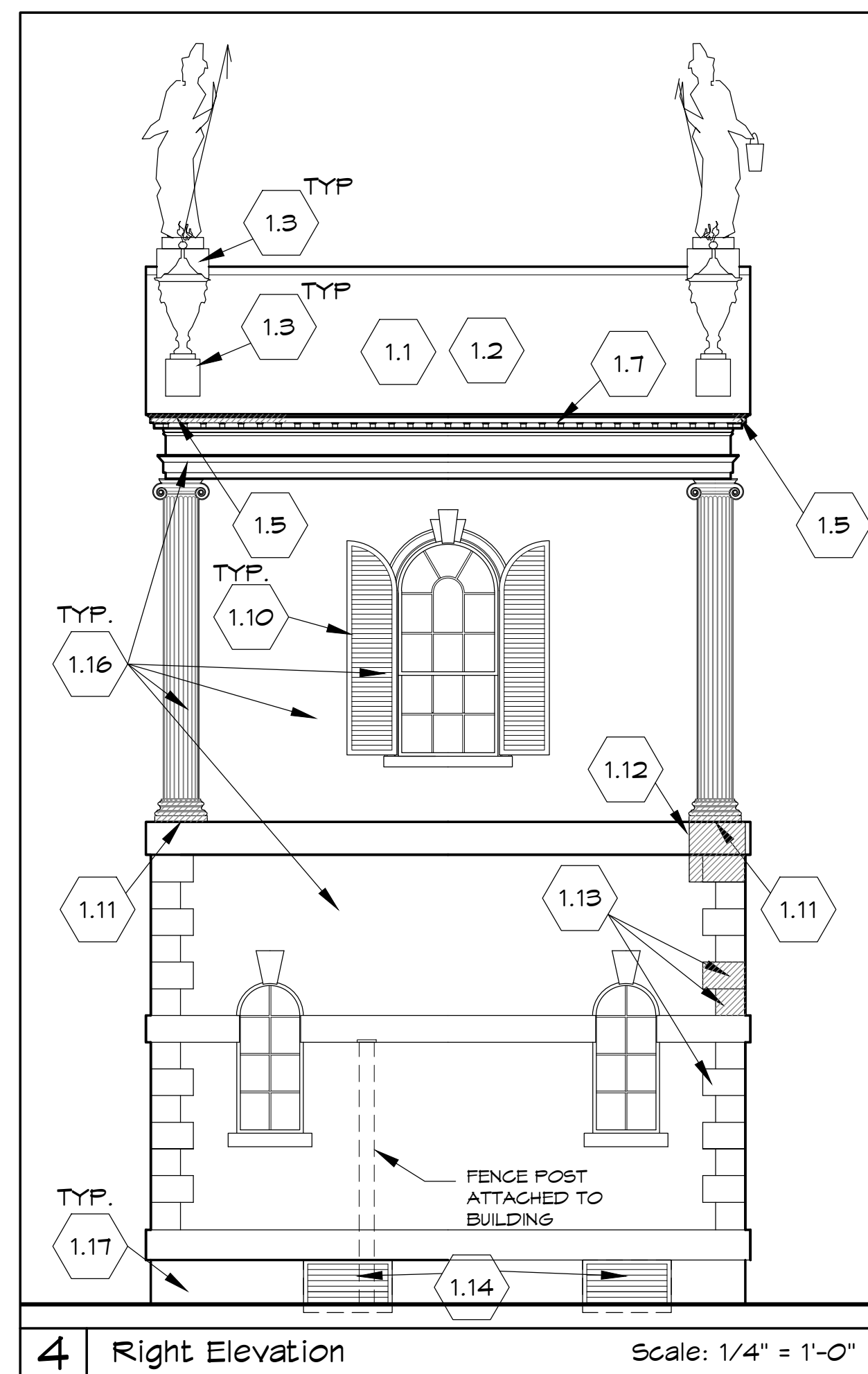
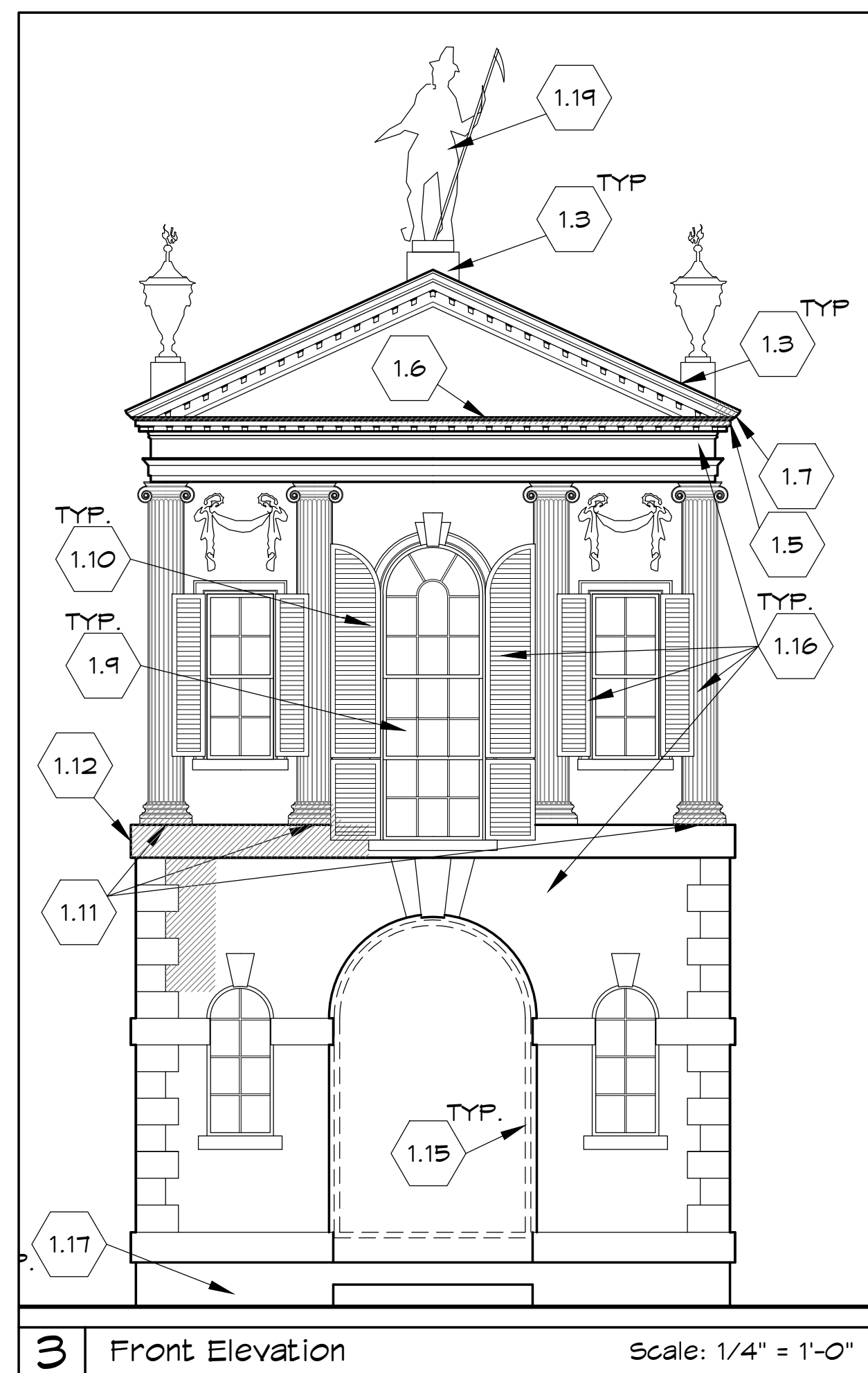
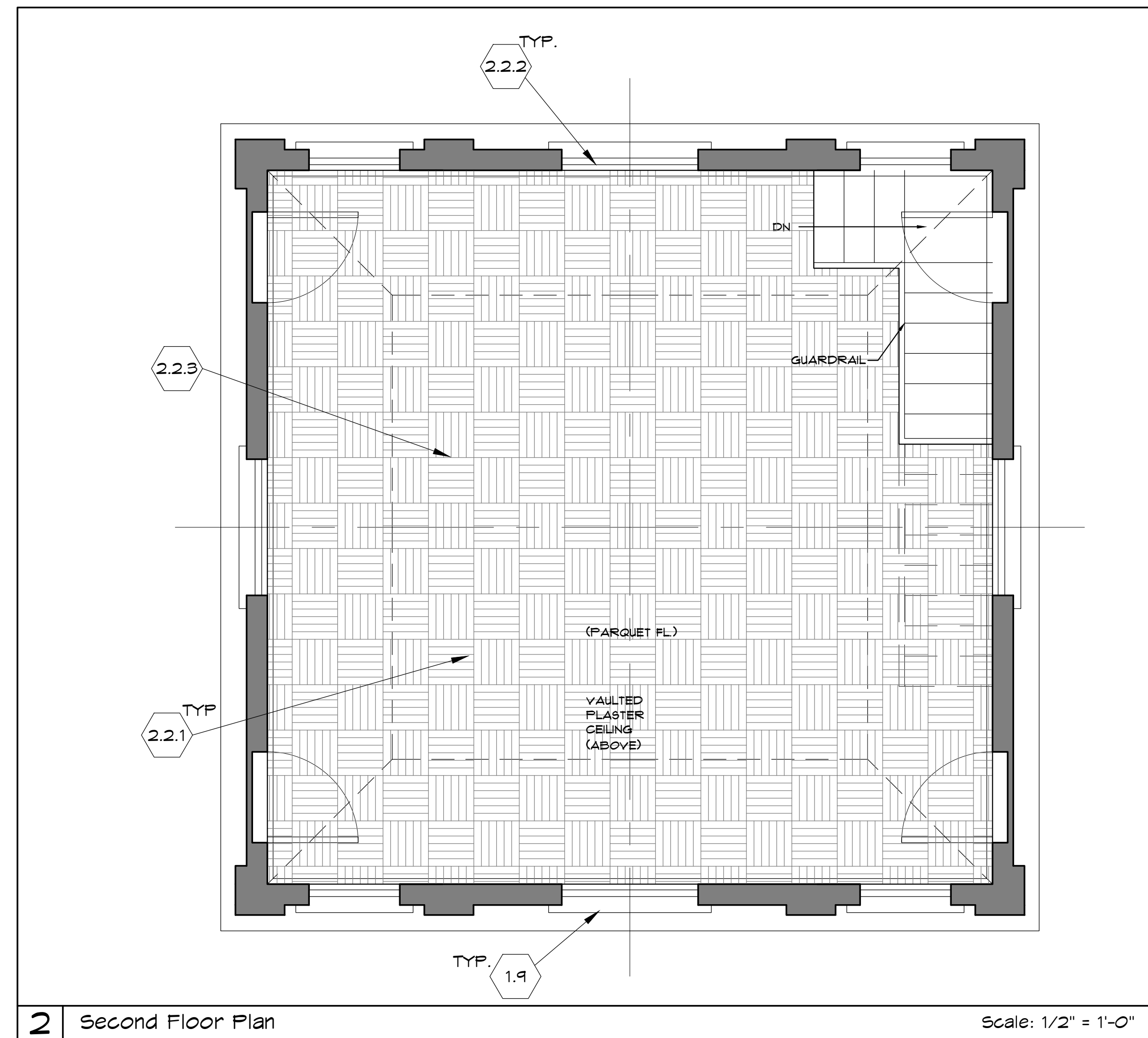
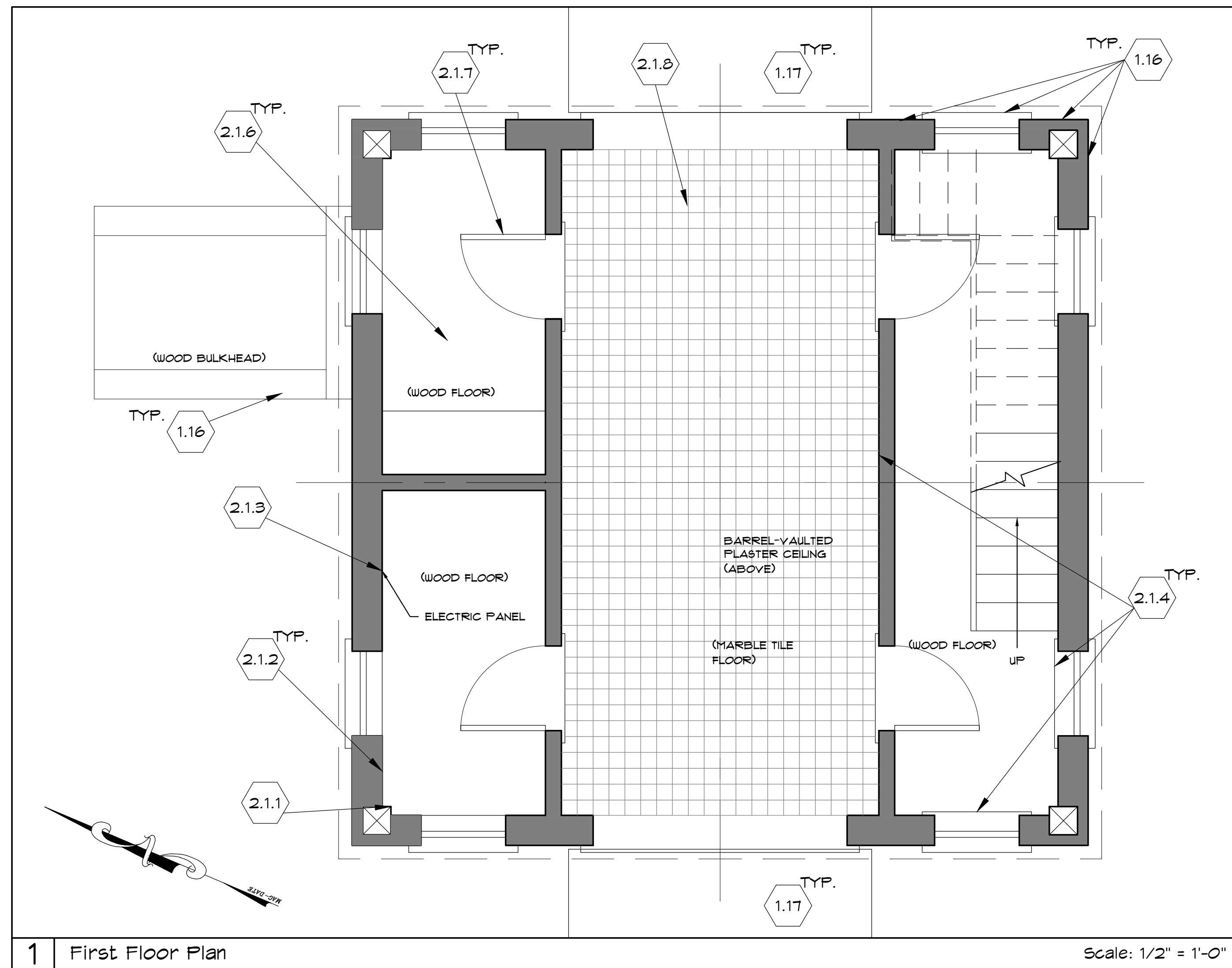
4  
0  
SCALE  
1"=1'-0"

5  
0  
SCALE  
1/2"=1'-0"

6  
0  
SCALE  
1/4"=1'-0"

7  
0  
SCALE  
1/8"=1'-0"

8  
0  
SCALE  
1/8"=1'-0"



GIENAPP  
DESIGN

ARCHITECTURE

20 Conant Street  
Danvers, MA 01923  
978.750.9062  
gienappdesign.com

Danvers Historical Society  
Glen Magna - Derby Summer  
Historic Restoration  
29 Ingersoll Street, Danvers, MA 01923

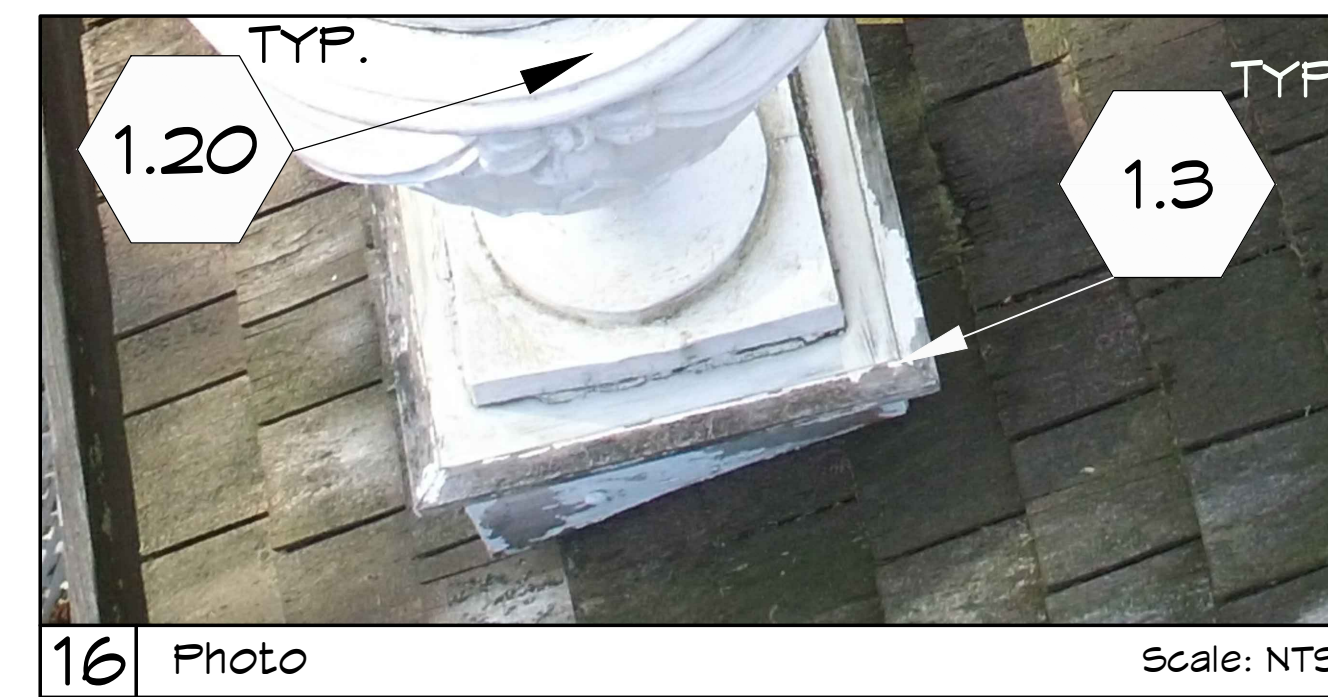
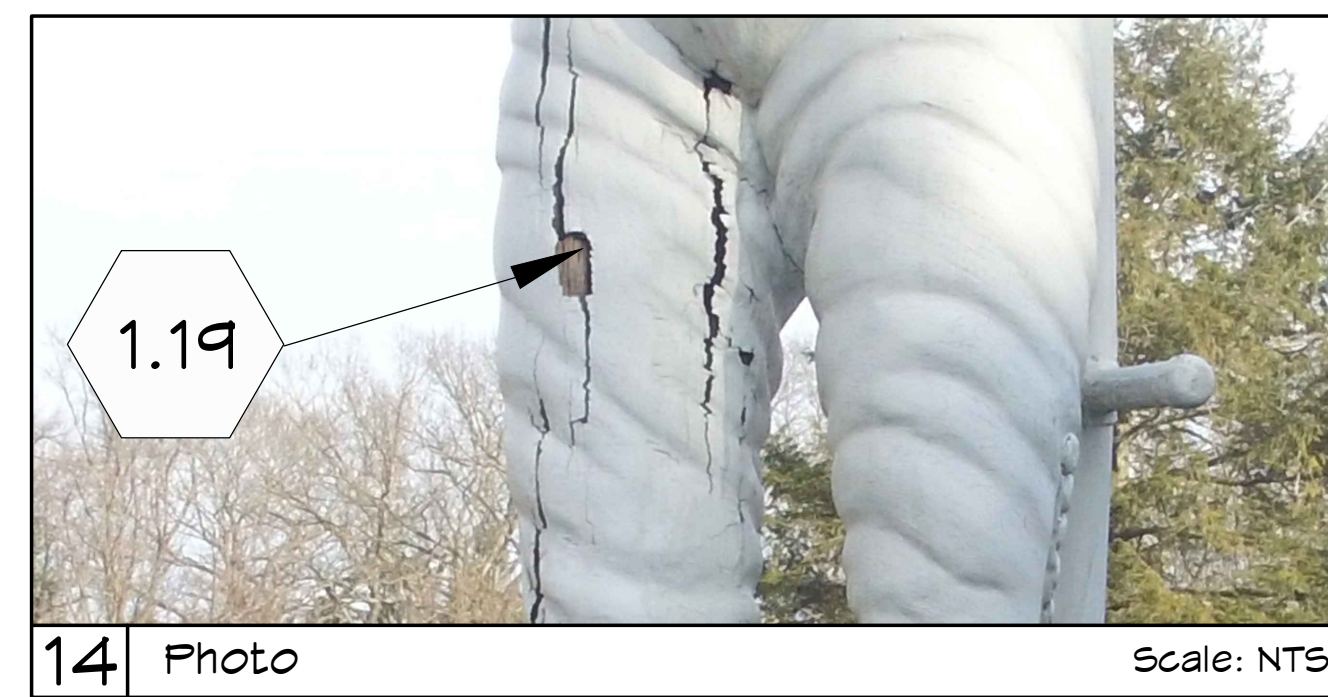
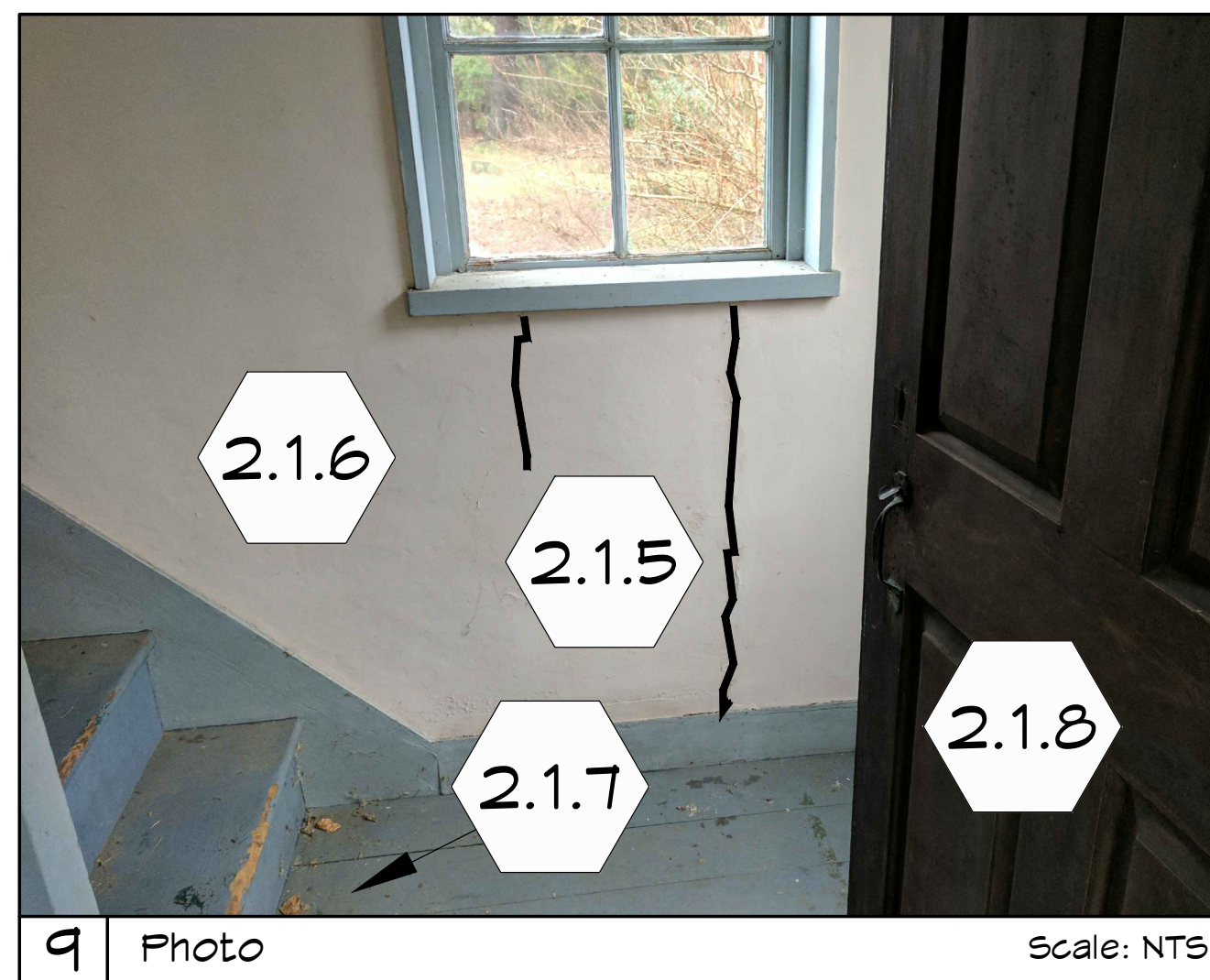
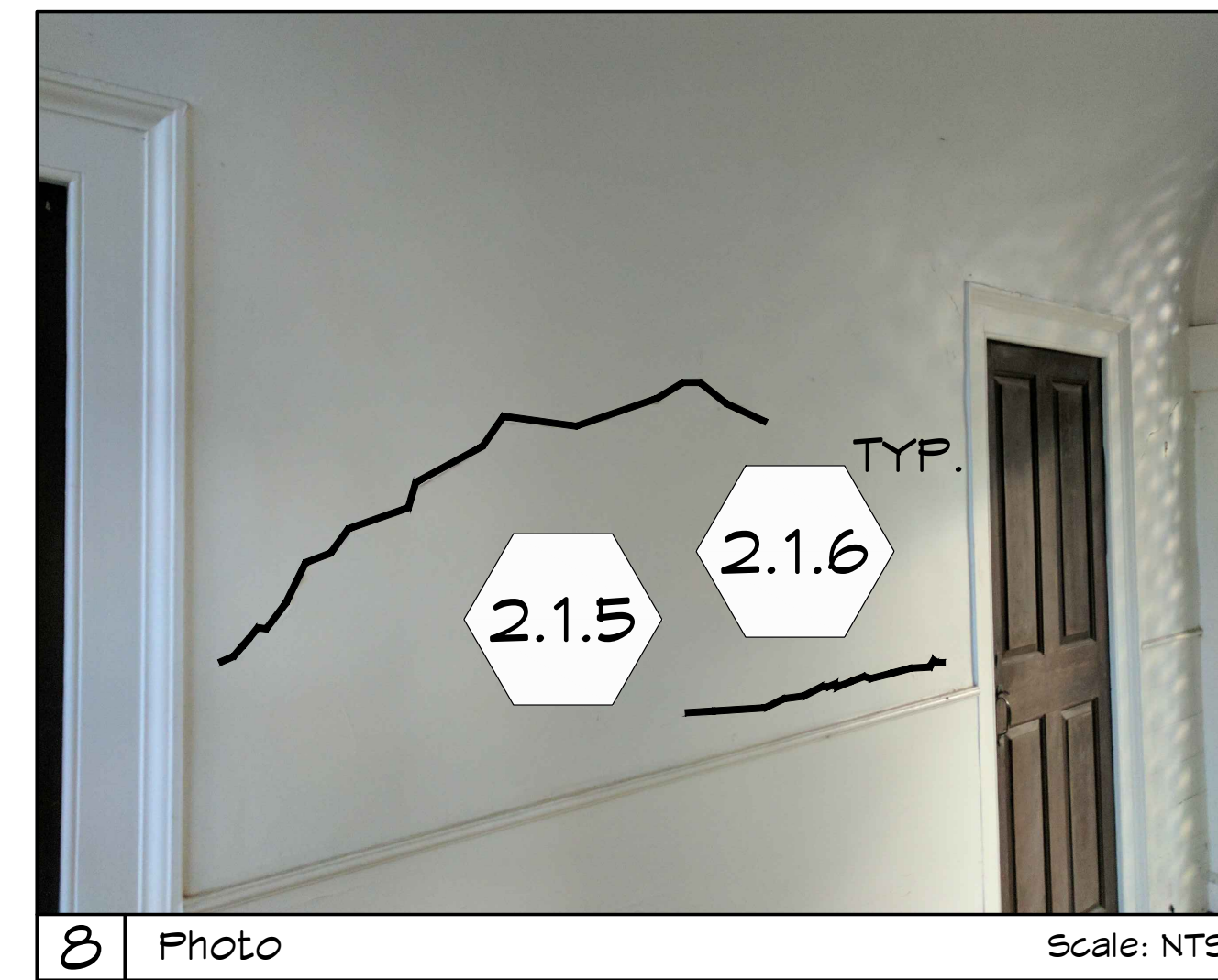
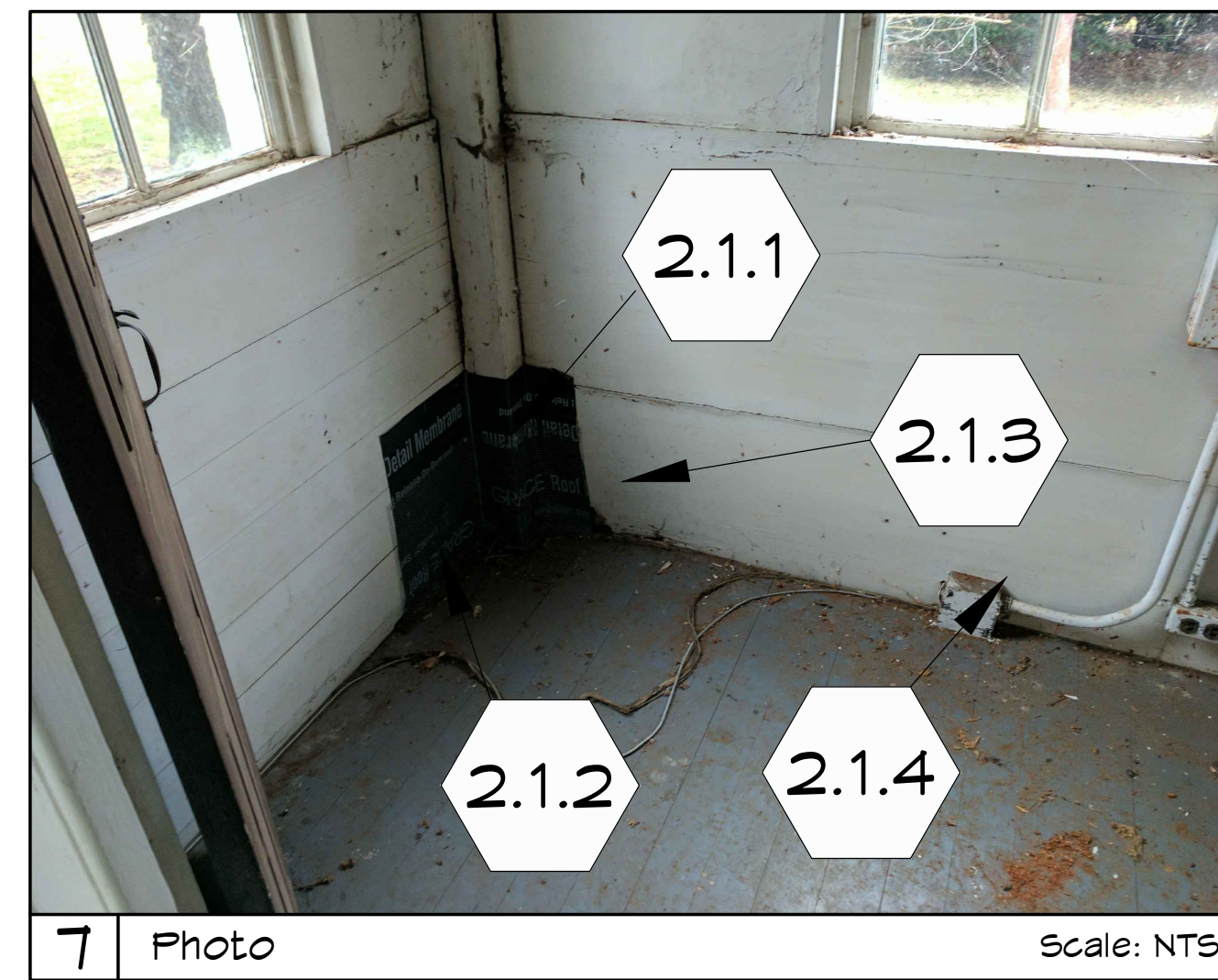
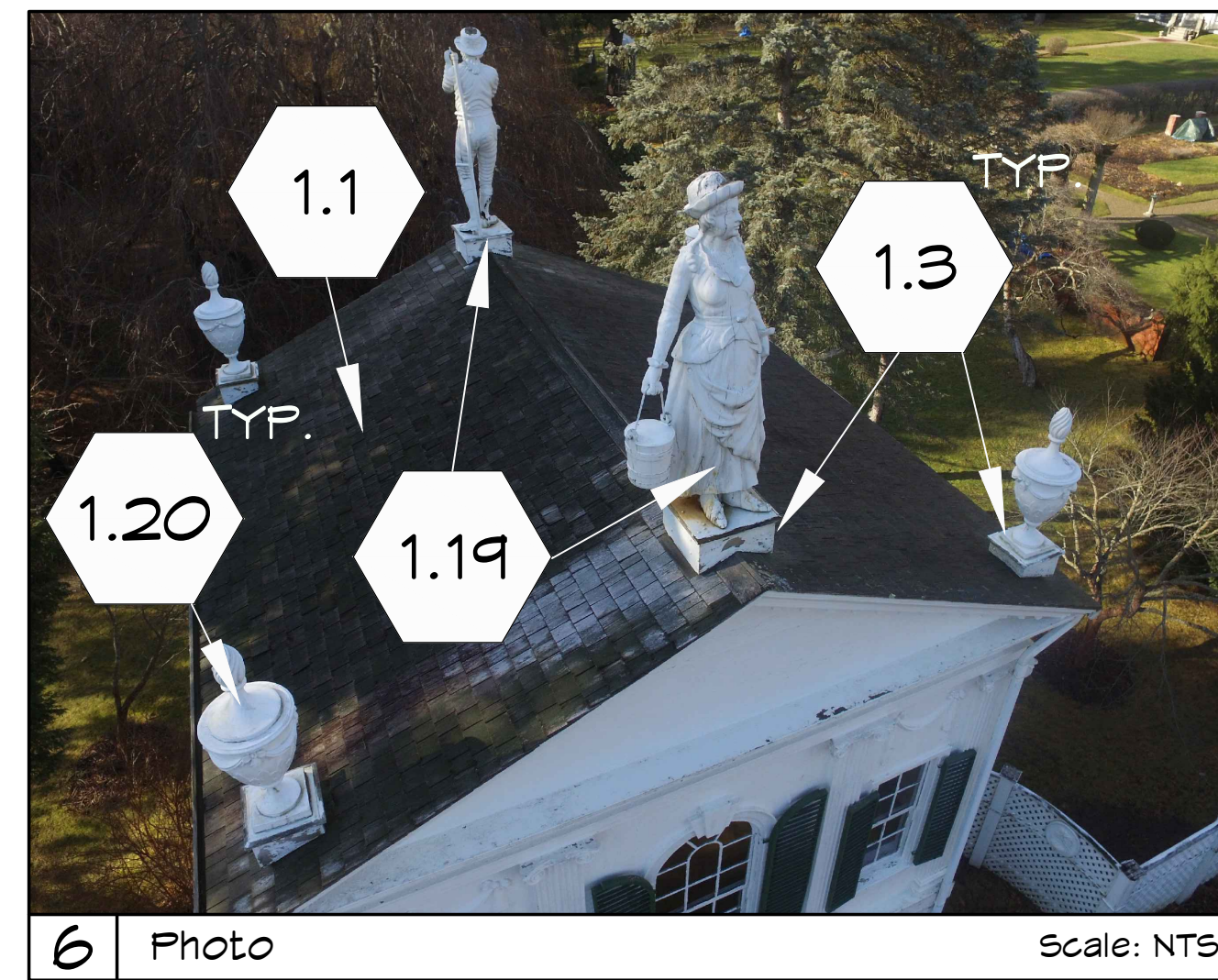
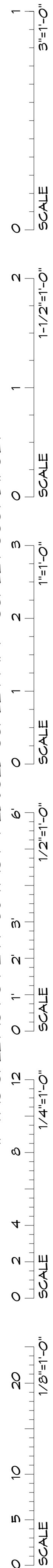
Revisions	Date

Project: 624.1  
Drawn by: MN  
Check by: DG  
Date: January 13, 2017  
Scale: As Noted

Floor Plans &  
Elevations

A1.0

IF THIS SHEET IS NOT 24 X 36 IT IS A REDUCED SCALE PRINT - SCALE ACCORDINGLY



Revisions	Date

Project: 624.1  
Drawn by: MN  
Check by: DG  
Date: January 13, 2017  
Scale: As Noted

Photos