



## REQUEST FOR PROPOSAL

In April 2025, the Berrien County Historical Association (BCHA) was finally able to remove the obstacles that prevented staff from accessing a historic dairy wagon in storage inside Bennett's Forge. Now able to assess the condition of the vehicle, the BCHA was able to determine the following repair work is needed to preserve what is suspected to be the last publicly available horse-drawn dairy in Berrien County:

- Wood Repair
  - Roof, full replacement
  - Partial or full replacement of door
  - Minor repair to partial replacement, body
- Metal Repair
  - Partial metal body
  - Sandblasting for repaint
  - Repair or replacement of door tracks
  - Refresh of all decorative metal work
- Other Repairs
  - Refresh or repair for wheels and axels
  - Repair work on wooden shaft and neckyoke
  - Repaint of wagon, including Dean's Dairy logo

The work needed for this preservation project requires specialists not being available on our staff and recently the generosity of donors has provided the museum with \$10,353.76 to hire the experts needed to revive such an important part of local business history. Therefore, the BCHA is seeking proposals from interested parties, which will be accepted from **September 1 to September 15, 2025** via email, mail, or physical drop-off. Please see the end of the RFP for contact information.

All submitted proposals must include the following:

- Proposed scope of work
- Budget breakdown of the project
- Sample of previous related work
- Up to three references with contact information
- Transportation plan for the removal of the wagon and its return to the museum

Priority will be given to proposals who can complete the project in its entirety and within the budgeted funds. In the event no proposal submitted provides all the work needed, the BCHA will work with selected parties to create a Scope of Work and Budget.

Interested parties are welcome to schedule a time to view the wagon during regular museum hours between August 1 and August 30, except for August 10 through 17 as the museum will be closed due to the Youth Fair. You can arrange this visit via phone at 269-471-1202 or by email at [info@berrienhistory.org](mailto:info@berrienhistory.org).

#### Mailing Information

Request for Proposal  
Berrien County Historical Association  
PO Box 261  
Berrien Springs, MI 49103

#### Drop-off/ Visit Information

Berrien County Historical Association/ History Center at Courthouse Square  
313 N. Cass Street  
Berrien Springs, MI 49103

Hours of Operation: Wednesday through Sunday, 10:00 a.m. to 5:00 p.m.

#### Email information

Subject: Dean's Dairy RFP  
[info@berrienhistory.org](mailto:info@berrienhistory.org)