



Oscar Stanton De Priest House – Preservation Consultant

Request for Proposal – due February 12, 2018, COB

January 18, 2018

Project Overview

Landmarks Illinois (LI) is seeking qualified Preservation Consultant services for the repair and rehabilitation of the Oscar Stanton De Priest House, located at 4536-4538 South Dr. Martin Luther King, Jr. Drive in Chicago, Illinois. LI was awarded an African American Civil Rights Grant from the National Park Service (NPS) in 2017 to rehabilitate the building, which was built c. 1920 and is a National Historic Landmark. The scope of work is detailed below. The grant agreement between LI and the NPS is attached to this document.

Application Process

To indicate your interest in the project, submit a Proposal to Suzanne Germann, LI's Director of Grants and Easements, at sgermann@landmarks.org by **Monday, February 12, 2018 by COB**.

A pre-proposal site walk is scheduled for **Wednesday, January 31, 2018, between 8-10 am** at 4536-4538 S. Dr. Martin Luther King, Jr. Drive, Chicago.

The selected offeror must have requisite experience and credentials, which includes but is not limited to the following:

- Five or more years of demonstrated experience in historic preservation and related project management;
- Demonstrates excellent organizational, leadership, financial and communication skills.
- Ability to oversee and manage multiple reporting or stakeholder concerns and needs in a timely and professional manner.
- Staff assigned to project that meet the Secretary of the Interior's Professional Qualification Standards 36 CFR Part 61 in Historic Architecture and/or Historic Preservation.
- Demonstrated experience with the *Secretary of the Interior's Standards and Guidelines for Historic Preservation and Archeology*, especially the *Secretary of the Interior's Standards for Treatment of Historic Properties*.
- Technical design capacity in structural engineering and infrastructure.
- Team must have experience working with applicable federal, state, and local laws, ordinances and requirements.
- Ability and demonstrated experience developing cost estimates which accurately incorporate the cost of materials and design appropriate to the treatment of historic structures and sites.
- Demonstrated ability to develop bid packages according to Federal regulations.
- Small, women-owned, and minority-owned business enterprises are encouraged to apply.
- Extra consideration will be given for membership in the American Institute of Architects (AIA).

To allow for easier comparison of proposals during evaluation, proposals should include to following in this order:

- A description of your approach to the scope of work;
- Credentials and description of historic preservation experience of the professionals who would complete the work;

- Timeline to complete the project;
- An estimate of total project costs – project not to exceed \$225,000 all inclusive of labor, materials and fees;
- Estimation of hours per scope of work area;
- Your proposed hourly charge.

Scoring criteria and the selection process will include the following factors:

- The degree to which the proposer's description of the approach to the scope of work demonstrates an understanding of the project and preservation approach;
- Qualifications and experience in historic preservation, specifically related to work that meets the *Secretary of the Interior's Standards for the Treatment of Historic Properties*.
- Ability for the proposer to ensure the completion of the scope of work by September 2018.
- Estimate of total project costs.

Scope of Work

1. Act as project manager on behalf of LI for the scope of work;
2. Complete a document that prioritizes the preservation/rehabilitation work to preserve or rehabilitate the National Historic Landmark Oscar Stanton De Priest Apartment Building, including an assessment of needed repairs to the roof and a drainage study of the foundation to confirm, understand and suggest remedies for current foundation issues. The document shall describe the reason behind the prioritization of building needs;
3. Complete all required architectural drawings and specifications for the preservation/rehabilitation of the Apartment Building based on the prioritization list;
4. Write a bid package for LI for the work on the prioritized list that can be completed with the grant funds remaining subject to the approval of LI and NPS and includes language that states a requirement that the *Secretary of the Interior's Standards for the Treatment of Historic Properties must be met*;
5. Distribute the bid package to contractors that have the qualifications and experience deemed necessary to complete the prioritized work using the *Secretary of the Interior's Standards for the Treatment of Historic Properties*;
6. Assist LI with the selection of the contractor(s) to complete the prioritized scope of work;
7. Assist LI with the engagement of the selected contractor, including the project manager's review and necessary editing of the contractor agreement;
8. Manage the construction process on behalf of LI including, but not limited to:
 - a. Ensure the project manager, contractor(s) and her/his subcontractors follow the requirements of the Grant Agreement between LI and NPS;
 - b. Ensure all federal, state, and local laws are followed pertaining to, but not limited to, permitting, safety, insurance requirements, notice requirements, and consultation;
 - c. Ensure required City of Chicago permits are received prior to the beginning of any work that requires such a permit and that permits are displayed at the property;
 - d. Monitor construction with an appropriate level of site visits agreed upon by LI and project manager prior to the beginning of work;
 - e. Provide frequent communication to LI on the status of construction and immediately inform LI of any construction issues or delays;
 - f. Ensure that the contractor(s) has completed all work by agreement and to a level acceptable by LI and NPS prior to LI making payments to the contractor(s);
 - g. Certify at the completion of construction that all work was completed according to acceptable standards.
 - h. Ensure that LI has been presented with all warranty information on the contractor's material and labor.

Project Timeline

- February—May
 - Complete assessment of building and submit final priority list to LI for approvals from required parties.
 - Complete architectural drawings and specifications based on priority list.
- May - July
 - Hire the necessary contractors complete the work allowed for within the budget.
 - Secure the necessary permits to complete the work.
- August - September
 - Complete work

Limitations, Assumptions, and Agreements

- This is a grant-funded project with a total budget of \$225,000 all-inclusive of labor, materials and fees. The total costs must not exceed \$225,000.
- Aspects of this project will require LI, NPS, and State Historic Preservation Agency (SHPO) approval. This approval time will need to be considered when determining your schedule.
- All budget items need to be approved by LI and the NPS.
- All selected candidates are subject to NPS approval.

BACKGROUND INFORMATION

Landmarks Illinois received funding to assist the owner of the Oscar Stanton De Priest House, located at 4538 S. Martin Luther King Drive, in the Bronzeville neighborhood of Chicago. The current owner and her family which own the property as a private trust, have been committed to the preservation and maintenance of this property since purchasing it from the De Priest family in 1994. Since that time, the family has resided in the property and invested heavily in its upkeep. The property is in need of substantial rehabilitation work including a new roof and repointing. The owner reached out for financial assistance to ensure that this National Historic Landmark (NHL) was preserved in the manner that it requires. The NHL nomination can be found at <http://gis.hpa.state.il.us/pdfs/200790.pdf>.

Landmarks Illinois has agreed to act as the project facilitator and fiscal sponsor for the owner in order to obtain the necessary funding for the rehabilitation work. LI intends to use the grant money in the manner appropriate for the building and to ensure that the *Secretary of the Interior's Standards for Rehabilitation* are met. LI is responsible for ensuring compliance with all National Park Service requirements, including ensuring compliance by all contractors and subcontractors. LI will contract with a project manager, who will oversee the hiring of contractors as well as ensuring the project is within budget and on schedule.

The scope of work provided herein is based on a two-hour site visit on September 14, 2016, for the purpose of assessing general conditions and damage to the facades and roof. This information is provided as background. A more thorough investigation and determination of priorities is expected as part of this project.

Based on observation, most of the damage appears to be due to water infiltration. The following repairs are listed in order of priority to stop water infiltration and repair damage to the facades. The final project will be determined and phased based on the assessment by the project manager.

PRIORITY 1 - ROOF

Replace Roof Membrane: The existing membrane at the main roof, porch, and window bay roofs should be removed and replaced. Transitions at the parapet walls, back porch, vents, skylight, and chimney are critical and should be watertight.

Protect Coping Stones: Remove existing joint material and install new sealant joints. This can also be achieved with the roofing membrane being capped with a sheet metal coping to protect the horizontal facing joints at the parapet walls. If the coping is protected by metal capping, it would be done on the upper horizontal surfaces to minimize it being visible on the ground.

Install Parapet Cover: At one location, a vent within the masonry wall is open. At other similar locations at adjacent roofs, clay tile covers this opening in the masonry wall to provide ventilation. This void in the roof parapet allows water to penetrate, which may be contributing to water damage at the basement level. Cover and make this opening watertight on the top side and allow sides to vent.

Replace Skylight Sealant and Broken Glass: Remove existing sealant and install new sealant at all glass to frame transitions and frame to roofing membrane. Remove and replace broken glass.

Install Chimney Coping: The masonry chimney in the middle of the roof has been coated with some type of cementitious parge coating. The top does not slope away from the vent stack. Install a sheet metal coping on the top of the chimney to improve waterproofness and slope water off of the top surface.

Protect Stone Horizontal Projections: Horizontal facing stone projections from the facade have some sealant smeared over the joints. Remove smeared sealant and install new sealant in joints on horizontal facing surfaces only. An alternative is to install sheet metal copings at these locations to project the horizontal surfaces only to minimize it being visible on the ground and joints from water intrusion.

PRIORITY 2 – FACADE

Window Lintel Repairs: Remove brick (about 4 courses) above the window heads, restore or replace the steel lintels (depends on their condition), install waterproofing membrane, drip edge, end dams, and weeps at each location. Care would be taken to salvage brick and salvaged or bricks to match the original. If there is not enough salvage brick, and new matching brick is not available, historic brick might be moved from some very low visibility area of the building to use on the high visibility locations and new brick used in the low visibility area.

Grind and Point Mortar Joints: Recently a smear coat was installed over the mortar joints of the front facade to reduce water infiltration. This may help keep out bulk water in the next season, but a long term repair should be to grind out the mortar joints to a 3/4 inch depth and install compatible pointing mortar that matches the original mortar in color, composition and joint profile to all of the facade's mortar joints.

Replace Window Sealant Joints: Windows are more recent and not historic. Remove existing window perimeter sealant and install new sealant at these joints. Color will match the adjacent materials. Head joint should be mortar with weeps from the lintel repair discussed above.

PRIORITY 3 - BASEMENT

The water and damage at the basement level is not fully known at this time.