

Kandiyohi County Historical Society Request for Proposal (RFP)

The Kandiyohi County Historical Society (KCHS) is seeking the services from architects or architectural firms to create a conditions assessment report for the Albert H. & Jennie C. Sperry House, a part of the Kandiyohi County Historical Society.

Closing Date: July 2, 2020 at 4:00pm

Contact: Jill Wohnoutka, Executive Director
Kandiyohi County Historical Society
610 NE Hwy 71
Willmar, MN 56201
320-235-1881
director@kandiyohicountyhistory.com

Prospective consultants shall submit one electronic copy (sent via e-mail) of their proposal and fee schedule no later than 4:00pm on July 2, 2020 to director@kandiyohicountyhistory.com. Clearly mark the proposal “Sperry House Conditions Assessment”. Incomplete submissions and submissions received after the closing date will not be accepted.

About Kandiyohi County Historical Society

The Kandiyohi County Historical Society (KCHS) was incorporated in 1940 under its current name, but had existed as the Old Settlers Association since 1897. KCHS was specifically incorporated to “discover, preserve and share the story of Kandiyohi County and its people.” KCHS consists of a museum gallery; the Sperry House, a turn-of-the-century restored Victorian home; District #18 country schoolhouse; an agriculture barn with farm equipment, tools and tractors; Great Northern Passenger Engine #2523; and the restored log cabin belonging to Guri Endreson, which is a site of the U.S.-Dakota Conflict of 1862. The archives and Lawson research library are the primary sources used by KCHS staff, volunteers and visitors to carry out its mission now and into the future. On average, the museum has 10,000 visitors annually. The museum is open to the public daily from 9-4 p.m.

The Albert H. and Jennie C. Sperry House was built in 1893. The Sperry family lived in the home until the 1920s. Some years after Albert’s death in 1917, the house was divided into two apartments. A member of the Sperry family lived in one of the units until 1970. In 1970 after the death of Bryan, Albert and Jennie’s youngest son, the house was given to the Kandiyohi County Historical Society to maintain and preserve. In 1976, the main level was opened to the public for tours. The upstairs continued to be an apartment for the caretakers of the Historical Society. The caretaker program lasted until 2016. The second floor is now empty and the first

floor continues to be used for tours and programming for the Kandiyohi County Historical Society. In the 2000s, there was major work done to the house with the help of the City of Willmar. In 2020, the house was listed on the National Register of Historic Places.

Scope of Service

The purpose of the Condition Assessment is to develop recommendations and budget estimates to repair and improve the home and its systems. The assessment will be used as a guide for budget and prioritizing projects. The Kandiyohi County Historical Society seeks a qualified consultant to provide:

- Architectural/Engineering Assessment (shall include but not limited to)
 - Pavement, driveways, exterior stairways, and sidewalks, porches
 - Slab and foundation and structural components
 - Site, vegetation, slope of the ground and drainage
 - Building envelope (walls, doors, and windows)
 - Roofing systems
 - Interior finishes
 - Electrical system
 - Plumbing system
 - HVAC system
- Deliverables
 - Description of the age, material and condition of the site; structural systems; windows and doors; roof and exterior; finishes and building systems
 - Drawings and sketches that clarify conditions
 - A set of systematic photographs of deficiencies
 - Suggested interventions from problem areas; treatment recommendations or methods of repair
 - Cyclical maintenance schedule prioritizing recurring maintenance items to prevent future damage and the associated cost.
 - Estimate of costs needed to correct present deficiencies with appropriate prioritization
 - A historic overview of the building

Qualifications

The consultant shall:

- An architect that meets or exceeds the Secretary of Interior's Standards for a Historic Architect.
- An architect with preservation experience
- An architect with a professional degree in architecture or a State license to practice
- At least one year of graduate study in architectural preservation, American architectural history, preservation planning, or a closely related field and/or at least one year of full-time professional experience on historic projects.

- An architect with a proven track record of creating conditions assessments and recommendations that meet the Secretary of Interior's Standards.
- Applicant's explanation of approach to the project
- Three references

Proposal Instructions

Proposals should include:

- Statement of Solution
- Project understanding
- Approach and coordination methods
- Similar project experience
- Qualifications
- Fee schedule: Funding for the project is dependent on receiving grant funds from the Minnesota Cultural and Heritage Grant program.
- Project timeline
- Any other information that would be helpful

Selection Process

After submission deadline, the Kandiyohi County Historical Society will review all proposals and decided on the successful candidate. At its discretion, KCHS may elect to conduct interviews with prospective consultants. The successful candidate will be contacted and an agreement finalized.