

City of Fountain Inn, South Carolina  
REQUEST FOR QUALIFICATIONS  
200 N. Main Street  
Fountain Inn, SC 29644

## **I. INVITATION**

Interested architects or architectural firms are invited to submit qualifications to be considered for a historic preservation planning project for the 200 S. Main Street Building, formerly the Fountain Inn Ford Motor Company in Downtown Fountain Inn. Mr. Eddie Case, City Administrator, will receive qualifications at City Hall, **200 N. Main Street Fountain Inn, SC 29644.**

Proposals must be submitted not later than **12:00 PM (noon) on Tuesday, July 21, 2009.** Interested consultants should submit five (5) copies of their qualifications.

## **II. PROJECT PURPOSE**

The objective is to develop a Conditions Assessment Report, which includes recommendations for stabilization and repairs at the 200 South Main Street Building. The plan will include design recommendations, drawings, and cost estimates. As a planning document, it will guide all future decisions in the rehabilitation process. The results from this project will help preserve a building that has contributed to Fountain Inn's history and will become part of a larger Main Street Revitalization effort.

The City seeks the services of an architecture and engineering firm with experience in historic preservation to assess the existing conditions and to provide a detailed report outlining prioritized recommendations for repairs.

The project is funded, in part, by a federal Preserve America grant from the US Department of the Interior, National Park Service, and administered by the SC Department of Archives and History (SCDAH). The maximum available project budget is \$15,000.00. SCDAH must review and approve all work.

## **III. SCOPE OF WORK**

The objective is to develop a Conditions Assessment Report including recommendations for stabilization and repairs to the 200 South Main Street Building. The plan will include recommendations, drawings, and cost estimates. The completed Condition Assessment Report shall be used as a master plan for prioritizing, planning and funding rehabilitation work. The condition assessment report will provide a detailed overview of the current condition of the structure. A

recent structural investigation by H. E. & Associates of Greenville, SC, (dated June 5, 2009, to be provided to the selected architect) identified several structural problems. This project will provide a more detailed assessment of the level of material deterioration and include prioritized recommendations for stabilization and rehabilitation work that maintains the historic character of the building and prepares it to be adapted for a compatible new use. The report will document the existing conditions using photographs and drawings. The report will evaluate the age, condition, and quantities of each major building element. The report will also include the following:

- 1) Historical Background and Context: Provide a brief history of the 200 South Main Street building, its construction, and changes that happened over time.
- 2) Identify Character Defining Features: All character defining features should be identified and described to explain the significance of the feature and how it relates to the structure as a whole.
- 3) Prepare Feature Checklist for Condition Assessment: All structural components, features, and materials must be listed.
- 4) Determine Condition (Good, Fair, or Poor): The condition of each item listed on the checklist should be evaluated and an assessment assigned to the item. An explanation for the existing condition should be provided based on the history and physical evidence of what may have caused the existing condition. A recommended treatment of repair for deteriorated materials should be included. All recommended treatment must be in conformance with the *Secretary of the Interior's Standards for Rehabilitation*.
- 5) Include a measured drawing of the existing building, including site dimensions, and floor plans.
- 6) Prioritize Maintenance Concerns (Critical, Serious, and Minor): The professional evaluation of each item on the checklist will be used to produce this prioritized list of maintenance concerns. The list will be used to establish a stabilization and rehabilitation schedule that will address those critical items that need to be completed first to preserve the integrity of the structure.
- 8) Provide Cost Estimates for Needed Repairs: The feature checklist, along with the condition assessment and recommended treatment for each material, should be used to provide a cost estimate for repairs to the building.

#### **IV. STATEMENT OF QUALIFICATIONS**

Interested firms shall provide the following information:

- 1) Brief history of the firm including number of years of experience the firm has with projects related to historic preservation.

- 2) A minimum of three (3) examples of similar projects conducted by the firm with a brief description.
- 3) Resumes of key personnel.
- 4) Statement of compliance with Title VI of the Civil Rights Act of 1964, Section 504 of the Rehabilitation Act of 1973, and the Age Discrimination Act of 1975, as amended, prohibiting discrimination on the basis of race, color, national origin, disability or age in federally assisted programs.
- 5) Statement of compliance with the Debarment Certification, 43 CFR, Part 12, Section 12.510 and state that neither it nor its principals is presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in this transaction by any Federal department or agency.

**V. EVALUATION CRITERIA**

The architect or firm selected must demonstrate relevant experience and meet minimum professional qualifications according to the Secretary of the Interior, as published in Code of Federal Regulations, 36 CFR 61.

The minimum professional qualifications in historic architecture are a professional degree in architecture or a State license to practice architecture, plus one of the following:

- 1) At least one year of graduate study in architectural preservation, American architectural history, preservation planning, or closely related field; or
- 2) At least one year of full-time professional experience on historic preservation projects.

Such graduate study or experience shall include detailed investigations of historic structures, preparation of historic structures reports, and preparation of plans and specifications for preservation projects.

**VI. ANTICIPATED PROJECT SCHEDULE (subject to change)**

July 24, 2009	Selection process completed.
Week of July 27, 2009	Contract Agreement. Work begins.
July- Aug. 2009	Assess existing conditions
	Treatment Alternatives
	Ultimate Treatment and Use
October 1, 2009	Draft conditions assessment and recommendations report due.
November 20, 2009	Final report submitted to the City of Fountain Inn and SCDAH.

**VII. CONTACT INFORMATION FOR PROJECT QUESTIONS**

Questions about the project may be directed to:

Dan Powell, Greenville County Planning Department (serving City of Fountain Inn), (864) 467-7270, [dpowell@greenvillecounty.org](mailto:dpowell@greenvillecounty.org).

Brad Sauls, Supervisor of Registration, Grants and Outreach, SC Dept. of Archives & History, (803) 896-6172, [sauls@scdah.state.sc.us](mailto:sauls@scdah.state.sc.us).