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# REQUEST FOR QUALIFICATIONS HISTORICAL AND ARCHITECTURAL HISTORICAL SERVICES

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## **Background**

The National Historic Preservation Act of 1966, as amended, directs the federal government to assist the States in carrying out historic preservation activities. The Act authorized the establishment and funding of State Historic Preservation Offices in order to carry out comprehensive state surveys of historic properties and to nominate significant properties to the National Register of Historic Places. In Missouri, the State Historic Preservation Office is located within the Department of Natural Resources. Due to limitations in staff size, the Department of Natural Resources carries out survey and nomination activities primarily through a program of federal Historic Preservation Fund (HPF) grant awards to organizations, agencies, local governments, and other parties throughout the state. In concert with federal regulations governing the use of HPF monies, the Department of Natural Resources requires that grant-funded survey and nomination activity be carried out by qualified professionals.

While many organizations, agencies, and local governments may have in-house professional staff qualified to carry out survey and nomination activities, other project sponsors may need to contract with professional historians or architectural historians for those services on a case-by-case basis.

To assist project sponsors in the task of locating qualified historians and architectural historians, this Request for Qualifications (RFQ) has been developed to identify qualified individuals capable of carrying out this type of work. Individuals who successfully meet the requirements outlined in this RFQ will be entered on a list of consultants that will be made available on request to state agencies, local governments, organizations, and other parties undertaking survey and nomination activities in the State of Missouri.

## **Scope of Services**

Historians or architectural historians responding to this RFQ who successfully meet the qualifications described below will provide the following types of professional services:

**Survey plans** Survey plans will require historical research sufficient to prepare a developmental history of the project area and to identify historic contexts and associated property types. Reconnaissance survey of the area will be required to gain an understanding of the variety, type, and location of historic properties. The final written survey plan will identify several approaches for future survey and describe specific objectives. Each approach or methodology will be assigned a priority ranking to assist in future decision making.

**Historic/architectural survey**. Historic/architectural survey will require historical research and review of previous studies or investigation of the survey area. Based on this information, a research design will be developed which will include, at a minimum, objectives, methods, and expected

results. Surveys will include field investigations consisting of on-foot inspection and sufficient photographic documentation to record significant historic properties. Survey data will be recorded on Missouri Historic Property Inventory forms, according to state instructions and requirements. Identified properties will be evaluated according to the Secretary of the Interior's Standards for Archaeology and Historic Preservation for their potential for listing in the National Register of Historic Places. Properties evaluated as eligible for National Register listing will be documented sufficiently to demonstrate their historic/architectural significance.

**National Register of Historic Places Nominations**. Documentation of properties for nomination to the National Register of Historic Places will require research on the nominated properties sufficient to demonstrate their significance under National Register of Historic Places criteria, as well as research sufficient to establish a context within which the nominated properties may be evaluated. Documentation will also require on-site investigation and recordation of the nominated properties, including mapping, measuring, and photographing. Nominations will be prepared on official federal forms 10-900 and 10-900-b according to federal and state documentation requirements.

### **Qualifications**

Historians or architectural historians responding to this RFQ must meet 36CFR 61, Appendix A, minimum professional requirements as listed below:

The minimum professional requirements in **history** are a graduate degree in history or closely related field or a bachelor's degree in history or closely related field plus one of the following:

At least two years of full-time experience in research, writing, teaching, interpretation, or other demonstrable professional activity with an academic institution, historical organization or agency, museum, or other professional institution; or

Substantial contribution through research and publication to the body of scholarly knowledge in the field of history.

The minimum professional qualifications in **architectural history** are a graduate degree in architectural history, art history, historic preservation, or closely related field, with coursework in American architectural history; or a bachelor's degree in architectural history, art history, historic preservation or closely related field plus one of the following:

At least two years of full-time experience in research, writing, or teaching in American architectural history or restoration architecture with an academic institution, historical organization or agency, museum, or other professional institution; or

Substantial contribution through research and publication to the body of scholarly knowledge in the field of American architectural history.

**The consultants' list is provided by the Missouri Department of Natural Resources as a service to individuals, local governments, agencies, and businesses seeking the professional assistance of consultants with experience in historic preservation.** This list is not intended to be all inclusive; however, all consultants who request inclusion and who meet the professional qualifications outlined in 36CFR61, Appendix A, will be included. The department assumes no responsibility for the accuracy of this list and does not attest to the personal or corporate qualifications of persons or firms appearing on the list. The department does not quote the fees of these or any other consultants, whose level of experience and fees vary.

**The inclusion of a consultant on this list is not an endorsement, sanction, or certification of that consultant by the Missouri Department of Natural Resources nor by the State of Missouri.**