

Historic Design Guidelines and Related Services for the City of Titusville Q & A (11/20/16)

QUESTION	ANSWER
<p>The RFP specifies that you would like “multiple copies of the final draft of the design guidelines to be distributed.” Will you please specify how many printed copies we will need to provide? Is this a limited number of copies for the committee, or a large number of professionally printed booklets to distribute to property owners?</p>	<p>12 professionally printed copies for committee and distribution to community organizations.</p>
<p>Similarly, it states that you would like a “digital final version.” Will you need, A) high-resolution, print-ready version; B) a low-resolution .pdf to be posted on the website; and/or C) an interactive webpage?</p>	<p>We will need both a high resolution print ready electronic copy and a low-res. pdf for website</p>
<p>We understand that you would like us to focus on the historic resources within the Historic District Overlay, but also include properties outside of the district. Will you please clarify the purpose of the documentation outside of the district, so that we can be sure to plan to gather sufficient, relevant information during our field survey?</p>	<p>We want the guidelines to illustrate an awareness of historically significant buildings and major trends in architecture that exist throughout the city in order to: 1) speak to the overall historical design of the city and 2) allow for recommendations for revitalization in a historically sensitive manner, so there is a flow between the historic district and the remaining sections of the town. Titusville is unique in that its historic district encompasses a major section of the entire city, but historic architecture exists outside of the district’s boundaries as well.</p>
<p>The scope of work will include “detailed architectural renderings of exemplary historical buildings of various types within the district.” Many of the guidelines we have worked with in the past use diagrams, or labeled line drawings to illustrate the important/defining features of various building types. Is that what you envision? Or are you looking for colored design drawings that illustrate what rehabilitated properties or new construction could look like? Our team is able to do either/both, but would like to know what the preference is so that we can budget appropriately.</p>	<p>Both would be optimal. We want both diagrams/labeled line drawings to illustrate important/defining features of various building types, as well as colored design drawings illustrating what rehabilitated properties or new construction could look like.</p>
<p>We understand that the selected firm/team will need to provide certificates of insurance. For the Liability insurance, it is no problem to name the City of Titusville as the additional insured. However, Preservation Pennsylvania does not have company vehicles. Our staff uses their personal vehicles. We can provide documentation that the vehicles have sufficient coverage, but may not be able to name the City as an insured party. Will this be acceptable?</p>	<p>Yes.</p>
<p>Do the detailed architectural renderings of exemplary buildings within the historic district need to be done by a licensed architect, or may anyone complete them as long as they are approved by the City for quality and detail?</p>	<p>The architectural renderings do not necessarily need to be done by a licensed architect. The City would need to approve them before publication. It would be ideal if firms would provide sample drawings in their proposal.</p>
<p>Would you also like us to include summaries of similar projects and experience as well as references in our proposals?</p>	<p>Yes, we would like to see summaries of similar projects, sample drawings, and references in the proposals.</p>

Historic Design Guidelines and Related Services for the City of Titusville Q & A (Continued)

QUESTION	ANSWER
<p>You note that the initial assessment includes "notable structures and architectural patterns <i>outside</i> the district" as well as inside. How far outside are you interested in going? Are you looking to develop guidelines for properties outside the district as well, or is this more geared toward identifying potential future surveys/historic districts/locally significant properties?</p>	<p>We want the guidelines to illustrate an awareness of historically significant buildings and major trends in architecture that exist throughout the city in order to: 1) speak to the overall historical design of the city and 2) allow for recommendations for revitalization in a historically sensitive manner, so there is a flow between the historic district and the remaining sections of the town. Titusville is unique in that its historic district encompasses a major section of the entire city, but historic architecture exists outside of the district's boundaries as well.</p>
<p>Regarding the photographic assessment for the guidelines: the intention here is for representative property types/styles, correct, and not a comprehensive survey of each typology or style?</p>	<p>Yes, we are not looking for a comprehensive survey of every historical building with these design guidelines, but rather a photographic documentation of representative styles that fall within the period of significance (19th c. to ca. 1940).</p>
<p>Regarding "Detailed architectural renderings": we wanted to find out exactly what the intended purpose was for these, since our staff architect thought "detailed architectural renderings" meant pattern-book level cut sheets or schematic drawings that show widths, heights, muntin profiles, etc. Correct me if I'm wrong, but the intention here is more along the lines of reference material that shows typical building types and the common <i>details</i> you might encounter? We were imagining something along the lines of field guide imagery (see attached) that was tailored to Titusville's architecture and slightly more detailed.</p>	<p>We would like one measured drawing per style, highlighting all exterior details including muntin profiles, etc. for the documentation of representative scale and the scale of significant features. We would also like a corresponding field guide-style image with all of the significant architectural features labeled.</p>
<p>Will you be looking for guidelines and recommendations for mid-century properties that were likely deemed non-contributing in the historic district non-contributing in the historic district, but would likely be considered eligible/contributing if the district was resurveyed/amended?</p>	<p>We would like the guidelines to cover the period of architectural and historical significance in Titusville, which is the mid-nineteenth century to ca. 1940. The guidelines should make recommendations for better integration of these properties (mid-century modern on) into the historic milieu.</p>
<p>Do respondents need to have Pennsylvania Worker's Compensation prior to applying, or can we secure it after notification if selected?</p>	<p>Please secure upon selection notification.</p>