



**Request for Proposals (RFP)
For General Construction Services**

Re-advertisement

Restoration of The Historic Mary McLeod Bethune Home

December 2022 (**Revised**)



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RESTORATION OF THE HISTORIC MARY MCLEOD BETHUNE HOME

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A. Introduction

Bethune-Cookman University (University) has received an African American Historical and Cultural Grant from the State of Florida, Department of State (Cultural Grant), for the restoration of the “Historic Mary McLeod Bethune Home” (Bethune Home). Funds from the grant will be used for completing a damage assessment, conducting siding, masonry, and roof repairs. The University desires to hire a General Contractor to conduct the assessment, to develop a full scope of work for the construction activities, to complete the construction and restoration activities ensuring compliance with the Secretary of Interior’s Standards for Historic Properties, and to create a maintenance document that outlines proper maintenance techniques for preserving the building.

The Bethune Home is listed on the National Register of Historic Places. All repairs and maintenance practices will utilize the Secretary of the Interior Standards for Historic Properties. The cost of the project as described in the Cultural Grant which includes restoration, preservation, and construction activities, will not exceed one million dollars (\$1,000,000).

B. Background

The Mary McLeod Bethune Home was built in 1913. The single-family home is in the heart of campus. This was the home of Dr. Mary McLeod Bethune. The Bethune Home has been converted into a museum. On December 2, 1974, the Bethune Home was awarded designation as a National Historic Landmark by the United States Secretary of Interior and a United Methodist Historic Site No. 94.

The timeline for this project is as follows: the project must be delivered no later than **May 2023**. This will ensure completion pursuant to the Grant requirements. The implementation plan needs to include methodologies and systems that will be the least disruptive and most cost effective for university.

C. Restoration Scope of Services

The University is issuing a request for proposals for a General Contractor Team with historic preservation experience for the restoration of the Bethune Home. GC’s responding to this proposal must demonstrate their team has the expertise and experience to use the Secretary of the Interior’s Standards for Restoration and Preservation. The services the University will require include:

1. The creation of a **damage assessment** of the Bethune Home that identifies and locates all areas that need to be restored to its original state. For example, the roofline is not straight. What can be done to assure that the roofline is straightened and remains leveled for years to come. This assessment will allow the team to put together a detailed construction plan.
2. The creation of **construction documents** that would detail the scope of work for the restoration services. Utilizing the damage assessment, the GC team and the University will agree on the extent of restoration activities and repairs to be completed. Because the Bethune Home is on the National Register of Historic Places, the guidelines for any repairs shall be verified that they meet the required processes per the Secretary of the Interior’s Standards and Guidelines for Historic Places.

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3. The GC design consultant shall provide any documentation required for the construction team to perform the repairs and restoration activities per the requirements.
4. The GC team shall hold biweekly meetings to provide the University with updates on the project status.
5. The GC team shall periodically coordinate with the University during the construction activities identified in the construction documents. Anticipated consulting activities will take place upon 30%, 60%, and 90% completion of construction activities.
6. The GC team shall provide a complete maintenance and management plan for the Bethune Home. The plan should focus on the proper processes of the interior and exterior of the Home utilizing the Secretary of Interior's Standards for Historic Places.
7. Information required for RFP submittal.

D. Other Requirements for this Project

As a result of being awarded grant funds from the State of Florida, Department of State:

1. Contracts for service must be approved by the Department of State prior to execution.
2. The University is required to report to the Department of State on 30%, 60%, 100% of the project's progress and provide the State with billing documentation. All contractors hired by the University for this project will be required to outline the work completed during those project periods with their invoice(s) for services.
3. The selected contractor and architect should submit an invoice upon completion of each document prepared and service provided – after the assessment, construction documents, management plan, and construction is completed.

E. Attachment(s) in this RFP

African American Historical and Cultural Grant award between the State of Florida, Department of State and Bethune-Cookman University.

F. Information Required for RFP Submittal

1. Name of General Construction company. Include names and personnel who will be working directly on this project.
2. Name of your architectural consultant. Include names and personnel who will be working directly on this project.
3. A general statement of qualifications and (3) examples of similar projects involving historic restoration that have been completed by the company or personnel who will be working on the project.
4. Outline a general schedule for completion of the restoration scope of services.

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5. Total fees for services described in the restoration scope of services.

Proposals must be sealed and delivered **no later than January 31, 2023 by 5:00 pm.**
Please address sealed proposals to:

Attn: Mrs. Gloria Sims-Brown
Bethune-Cookman University
640 State Street
Daytona Beach, FL 32114
Phone: 386-481-2040

G. Bethune-Cookman University Contact Information

Please contact the below-referenced University representative for any questions or to schedule a tour of the Bethune Home.

Dr. Tasha Youmans
Dean of the Library/Chief Librarian
Bethune-Cookman University
Carl S. Swisher Library and Learning Resources Center
640 Dr. Mary McLeod Bethune Boulevard
Daytona Beach, FL 32114
Email: youmanst@cookman.edu
Phone: 386-481-2181

Mr. Girvan Calder
Executive Director of Facilities, Planning and
Technology Integration Management
640 Dr. Mary McLeod Bethune Boulevard
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Email: calderg@cookman.edu
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