



Request for Proposal (RFP) – Architect
Project: Trustee Hall Preservation and Renovation Initiative

Federal Grant #: P20AP00194

Direct all communications related to this RFP to the following contact:

Dr. Gwendolyn Conner

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REQUEST FOR PROPOSAL (RFP)

Claflin University desires to acquire the services of an architectural firm with demonstrated experience with the Secretary of the Interior's Standards for Archaeology and Historic Preservation to assess the building's state and develop a Historic Structure Report and Preservation Plan. To date, the building's condition has been professionally assessed with findings to include, but not be limited to observable features and deteriorated conditions in Trustee Hall.

This document is a Request for Proposal for the services described below and does not obligate Claflin University to accept responses from eligible Contractors. The RFP establishes minimum requirements a bidder must meet to be eligible for consideration as well as information to be included in the Contractor's bid response. Carefully examine the specifications, conditions, and limitations.

CONFIDENTIALITY

The information contained in this RFP is confidential and proprietary. This RFP is provided for the exclusive use of the Respondent (potential “Contractor”) and copies shall not be made available to any other party, without written consent from Claflin University. No other distribution of submissions or proposals is to be made by the Respondent. All proposals and supporting documentation shall become the property of Claflin University and will not be returned.

INTRODUCTION

In 1988, the National Park Service established the Historically Black Colleges and Universities (HBCU) Preservation grant program to document, preserve, and stabilize structures on HBCU campuses. The object of the program is to repair historic structures

on campuses of Historically Black Colleges and Universities that are listed in the National Register of Historic Places either individually or as contributing to a National Register historic district. Projects must meet major program selection criteria and all work must meet the Secretary of the Interior's Standards and Guidelines for Archeology and Historic Preservation.

Trustee Hall (c. 1910) is the oldest structure on the campus of Claflin University. Founded in 1869 after the American Civil War by northern missionaries for the

well as persons from other community Civil Rights groups to meet for protest organizing and informational forums. Trustee Hall also served as a central location for outreach to the community with vital resources and information on the Civil Rights Movement.

It is well known that Claflin University was a focal point of activity during the Civil Rights Movement, with its faculty, staff and students being fully engaged in the movement. As such, Trustee Hall's significance to the education and reformation of African Americans makes it a historical landmark to Claflin University, the community, the state, and our nation.

historic structures on HBCU campuses across the country continue to remind us and tell the story from one generation to the next -- that the African American story is integral to the American sto

3. POINT OF CONTACT (POC) FOR PROPOSAL SUBMISSION AND QUESTIONS

Contractors shall send via email or deliver five (5) copies (personally or through a courier) of their proposal to the manager of the RFP process:

Dr. Gwendolyn J. Conner
Director of Development and Proposal Writer for Major and Planned Gifts
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400 Magnolia Street, Orangeburg, SC 29115
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Contractors may not contact other executives, managers, or employees of Claflin University without written permission of the manager of the RFP process.

I. PROPOSAL DETAILS: SERVICES REQUESTED

1. RFP NUMBER: CU/RFP/2021/NPS-ATR/A-0001

2. RFP TIMELINE/MILESTONES

A. The RFP will be sent to prospective bidders by December 17, 2021.

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