



REQUEST FOR PROPOSALS

For Historic Structure Report & Architectural Drawings for
Lightner Museum
St. Augustine, FL

Lightner Museum seeks proposals to
develop a historic structures report and architectural drawings to inform future historic
preservation decision making

August 15, 2019

Deadline for responses: September 15, 2019 - 5:00 PM EDT

Questions and intent to bid must be submitted in writing no later than
September 12, 2019 to:

Megan Mosley
Development Coordinator
Lightner Museum
PO Box 334
Saint Augustine, Florida 32085
1-904-824-2874 X100
give@lightnermuseum.org

About Lightner:

Lightner's mission is to preserve, maintain, research, and interpret the Museum's collections of nineteenth century art, decorative art, and material culture for the educational benefit of the visiting public.

The Museum is a non-profit cultural institution sustained by admissions and donations, and it is supported by a dedicated board of five trustees, 16 full/part-time staff members, and 106 volunteers.

Lightner Museum, located in Saint Augustine, Florida, is one of the country's most completely interpreted American Gilded Age collections, encompassing more than 20,000 pieces of fine art, decorative art, natural history, and material culture from the late 19th to early 20th centuries. The Museum is housed in the former Alcazar Hotel, built in 1888 by developer Henry Flagler. After the hotel was vacated, the building was purchased by the organization's founder, Otto C. Lightner, and opened as Lightner Museum of Hobbies in 1948.

Otto Lightner's vision for the Museum was for it to be a one-of-a-kind, world class institution that would serve as an educational resource for the public and hobby collectors from every walk of life. Over its 70 year history, Lightner's trustees and staff have strived to fulfill this vision.

Scope of Services:

Complete a Historic Structures Report (HSR) for the Museum's space and conceptual architectural drawings to restore the original skylight over the site of the building's historic indoor pool. The Museum intends to use the HSR and architectural drawings to plan future historic preservation projects.

Total Project Budget:

\$57,500

Method of Evaluation:

Staff will review proposals as they are received and select a proposal that best matches the Museum's budget and timeline. The company's portfolio of past historic preservation projects will also be considered during the evaluation process.

Project Timeline:

All deliverables must be completed by the end of the grant period (June 30, 2020)

Inquiries or Questions regarding this request for proposals should be directed to:

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General Conditions

This request for proposal does not commit the Lightner Museum to award a contract or to pay any costs incurred as a result of preparing such a response. The Museum reserves the right to accept or reject any and all responses received in response to this request, to negotiate with all qualified respondents or to cancel in part or in its entirety this request for proposal if it is the best interest of the Museum.