

**Agency: State of Wisconsin Historical Society**

**Institution: Multiple Institutions**

DFD Project No: 16F1A

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A/E On Call Project Scope:

The Historical Society cares for 243 State-owned buildings, 5 bridges, and other facility structures located in 10 counties throughout Wisconsin. The buildings include 13 National Historic Landmarks and numerous other historic facilities dating as far back as 1836. The total area of the agency's buildings is more than 850,000 GSF, and there is a growing backlog of needed facility work that requires professional evaluation and other A/E services. The Historical Society is in need of an A/E to assist with architectural and engineering consulting on buildings of historical nature.

This project is to provide architectural/engineering (A/E) resources to assist the SWHS in pre-design services or the investigation of building related technical issues. Additionally, these A/E resources can be utilized for agency delegated small project work for projects totaling \$50k or less.

Requested services under this project are minor in scale but require a high level of expertise in a related field and may include:

- Preparing studies including documentation or investigation of existing conditions.
- Investigating structural, mechanical, electrical, plumbing, security, fire protection, communication systems, building envelope, life safety issues and site infrastructure.
- Assistance in developing scope, cost estimates, project budgets, delivery schedules and limited design for Small Projects or All Agency projects.

The A/E will be required to submit a written proposal for each assigned task. The proposal will include a description of the services to be provided including meetings, construction related activities, proposed delivery schedule of the individual assignment, sub-consultants who will be working on individual assignment and any other related matters to the individual assignment.

The A/E is required to establish an A/E Data Record and maintain professional liability insurance for the duration of this consultant services contract. The work will be billed on a time and material basis not to exceed the project budget based on the uploaded fees on the A/E's Data Record.

All interested A/E firms shall indicate depth of experience regarding various types of projects as well as any proposed sub-consultants. Multidiscipline A/E teams or firms are desirable and should indicate the variety of work they are capable of providing on building of a historical nature.

All A/E services shall be provided in accordance to the 'Division of Facilities Development, Policy and Procedure Manual for Architects/Engineers and Consultants' (most current version).