

Request for Qualifications (RFQ)

RFQ NO. 01-22

Capital Project Manager Asberry Historic Home Site Restoration

The Tacoma City Association of Colored Women's Clubs (CWC) is initiating this Request for Qualifications (RFQ) to seek a qualified firm or individual to advance the next steps in the Asberry Historic Home Site project. The Asberry Homesite is the historic home of Nettie J. Asberry, an African American civil rights pioneer who founded the first NAACP chapter west of the Rockies, accomplished musician and teacher, and founder of the Tacoma CWC.

These next steps include a community-led design process that restores and programs the site for public education and use. The CWC's vision includes full restoration of the home with special consideration to Nettie's famed front music room. We plan to engage community in a robust effort to create a space for Black reclamation and history. This is a special opportunity for this community to advance and protect urban historic preservation of Black cultural sites in a city and state with too few extant examples of this history.

The CWC is seeking a qualified Capital Project Manager to manage the project forward through the historic documentation and early planning phase. The Scope of Work and Milestones have been determined by the CWC as part of the National Trust for Historic Preservation's 2022 *Telling the Full History* (NEH) national grant allocation.

Scope of Work:

- A. Coordination and project management with Ankrom Moisan (current architect of record) and the Asberry Planning Team to develop a historic structures report and the pre-design groundwork for the historic renovation and future architectural improvements, including how community engagement figures into that process, and what actions should be taken to ensure that future grant funding aligns with this work.

Note: much of the historic structures report and design will be completed by professionals (historic consultants and architects) who are providing this work pro-bono; the Capital Project Manager will provide direction and management to keep the project on task.

- B. Project management and scoping for future capital needs. This work may, depending on our initial assessment of capital needs and funding opportunities, support initial research and project management for a future application for the National Historic Register.
- C. Project management to align the pre-design process with other ongoing community engagement work. This work may include development/management of a partnership with the University of Washington Tacoma's Community Planning graduate program and potentially others (Evergreen State College, other programs at UWT) to inform the design process.

Budget:

The CWC has been awarded **\$22,000** in funding support to complete the project scope outlined above, with an additional **\$3,000** allocated to advance public engagement actions in service to the design and education components of the project.

It is expected that this contract will be a part-time position. More funding to continue work as the project progresses is anticipated. Due to the source of this funding, however, this scoped work must be budgeted for, and completed by March 31, 2023.

Preferred responder qualifications:

- Capital planning/design project management
- Community engagement experience
- Historic preservation experience
- Minority/Women Owned Business designation
- Local contractor/vendor (Tacoma-Pierce County)

This RFQ includes a sample contract and relevant materials, and will be posted for one month, starting July 1, 2022. **Responses will be due on August 1, 2022.**

For questions or comments, please contact:

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