

**STATEMENT OF WORK
PENNSYLVANIA HISTORICAL & MUSEUM COMMISSION (PHMC)
HISTORICAL DESIGN SERVICES
INVITATION TO QUALIFY (ITQ) CONTRACT**

OVERVIEW: The purpose of the Historical Design Services ITQ is to qualify responsible and responsive Contractors (multiple design professionals) to provide historical design professional services to Pennsylvania Historical and Museum Commission (PHMC) historic sites and museums.

PHMC wishes to undertake a contract for a variety of historical design services including, but not limited to, the design of historic preservation, maintenance and restoration work and related consultant services at various historic sites, museums and other facilities owned by the Commonwealth of Pennsylvania (Commonwealth) and administered by the PHMC. The purpose of this contract will be to provide a full range of historical design services on an *as-needed* basis throughout the contract period. Projects would be developed and assigned to the contract on an annual basis and on an emergency basis as required.

Potential Proposers may visit the PHMC's website at: www.patrailsofhistory.com to view a list of possible sites throughout the Commonwealth where work may be performed under any resulting project.

Services provided under the scope of work of this ITQ may be provided by the Professional and/or through sub-contractors.

Construction Services cannot be performed under the scope of work of this contract. Construction shall be defined as the process of building, altering, repairing, improving, or demolishing a building or structure. The term does not include modifications made to buildings for routine operation or maintenance.

Design Services are to be provided under the scope of work of this contract. Actual Construction Services shall be provided through a separate contract.

ISSUING OFFICE: This ITQ is managed and administered by the Commonwealth of Pennsylvania, Pennsylvania Historical & Museum Commission (PHMC). All inquiries should be referred to:

Lisa A. Burchfield, Chief, Fiscal & Office Support Services
PA Historical & Museum Commission
State Museum of PA
300 North Street, 5th Floor
Harrisburg, PA 17120
Telephone: (717) 705-0557 Facsimile: (717) 783-2807
Email: liburchfie@pa.gov

QUALIFICATIONS: Contractors interested in becoming an ITQ Contractor must meet all of the following requirements. Failure to meet any of the below requirements will result in their registration being rejected.

A. Contractor must have two (2) years of experience in the commodity code selected.

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SERVICE CATERGORIES: Contractors will be responsible for choosing the appropriate commodity code(s) to qualify for this contract. Contractors will select the appropriate code(s) under the Business Details section of the qualification process. The Commonwealth may add additional commodity codes as the need arises. The table below lists the appropriate commodity code and description of each service category.

COMMODITY CODE	DESCRIPTION OF SERVICE CATEGORY
<p>93140000-ITQ-11- Historical Design Services</p>	<p>Professionals shall provide or assemble a team of professionals (Sub-contractors) to provide Historical Design Services. Overall project management shall be executed proactively and professionally to schedule, coordinate, oversee, and manage all aspects of work produced in close conjunction with the PHMC Project Manager and Museum/Site Administrators. Professionals qualifying under this category shall also responsible for the coordination and completion of the subcategories listed below for any awarded projects.</p> <p>Development of pre-design planning studies, scope of work and project programming for historic preservation, maintenance and restoration construction projects.</p> <p>Architectural design services in support of historic preservation, maintenance and restoration construction projects.</p> <p>Engineering design services in support of historic preservation, maintenance and restoration construction projects.</p> <p>Preparing documentation for historic structures and landscapes including HABS/HAER quality measured drawings, existing condition drawings, photography, rectified photography, 360-degree laser measurement and other documentation technologies. Preparing design documentation for historic preservation, maintenance and restoration construction projects.</p> <p>Construction administration services in support of historic preservation, maintenance and restoration construction projects.</p> <p>Other necessary and related consultant services in support of historic preservation, maintenance and restoration construction projects. Specialized consultants may be needed to address design needs at a wide variety of historic building, structure and landscape types, including (but not limited to) railroad structures, mills, industrial structures, agricultural structures, residential structures, museums, wooden ships/boats, monuments, and garden structures.</p>