



**Consultant for Historian/Architectural Survey Services – Phase I**

RFP - 97/2025

Team

Notes

	<b>Josh Lapp</b>	<b>Megan Adornetto</b>	<b>Erica Douglass</b>	<b>Andrew Eble</b>		
<b>Role</b>	Principal in Charge	Project Manager & Historic Preservationist	Architectural Planner	Urban Planner		
<b>Billing Rate</b>	\$200	\$150	\$175	\$130		
<b>TASK 1: PROJECT MANAGEMENT</b>						
1.01: Kick-off Meeting	1	1	1	0		
1.02: Project Work Plan	0	1	0	0		
1.03: Stakeholder Engagement	0	5	0	4		Up to 10 Stakeholder Interviews
<b>HOURS</b>	1	7	1	4		<b>13</b>
<b>TOTAL</b>	\$200	\$1,050	\$175	\$520		<b>\$1,945</b>

<b>TASK 2: HISTORICAL BACKGROUND ANALYSIS</b>						
2.01: Conduct Research	1	15	0	0		
2.02: Base Mapping	0	0	0	4		
<b>HOURS</b>	1	15	0	4		<b>20</b>
<b>TOTAL</b>	\$200	\$2,250	\$0	\$520		<b>\$2,970</b>

<b>TASK 3: PUBLIC ENGAGEMENT</b>						
3.01: Community Engagement	4	16	0	16		1 on-site Community Event
<b>HOURS</b>	4	16	0	16		<b>36</b>
<b>TOTAL</b>	\$800	\$2,400	\$0	\$2,080		<b>\$5,280</b>

<b>TASK 4: DATA COLLECTION &amp; ANALYSIS</b>						
4.01: Historic Property Identification & Analysis	1	4	0	0		
4.02: Fieldwork	0	8	0	0		
4.03: Illustrations/Graphics	0	8	0	8		
4.04: Develop Draft Survey Report	1	8	1	4		
4.05: Draft Survey Report	1	8	1	4		
<b>HOURS</b>	3	36	2	16		<b>57</b>
<b>TOTAL</b>	\$600	\$5,400	\$350	\$2,080		<b>\$8,430</b>

<b>TASK 5: HISTORIC STRUCTURES SURVEY</b>						
5.01: Develop Final Survey Report	2	8	0	6		
5.02: Final Survey Report	2	8	0	6		
<b>HOURS</b>	4	16	0	12		<b>32</b>
<b>TOTAL</b>	\$800	\$2,400	\$0	\$1,560		<b>\$4,760</b>

<b>PROJECT TOTAL</b>	<b>\$23,385</b>
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