



Request for Proposal for Contractor for Structural Assessment of Masonry

Release Date: March 4, 2024

1. Introduction

The Basilica Landmark is seeking proposals from qualified firms who are interested in providing services as a contractor for a project funded by a Minnesota Historical Society Legacy Grant. The Basilica Landmark has been awarded a Minnesota Historical Society Legacy Grant to complete a Structural Assessment of Masonry within The Basilica's attic above the large arches at the dome base and over the south balcony and cracking at the bell tower exterior granite and interior brick. The purpose of this structural assessment is to document and assess existing conditions of the masonry structure within the attic and at the bell towers. Work will focus on cracks and previous repairs to determine if the masonry movement is ongoing and what additional repairs are needed.

2. Project Scope of Services

Led by a structural engineer, the project scope will include: Review of existing documents, document current conditions of the masonry, perform materials testing, analyze data collected, determine causes of these issues, and if prior repairs are functioning as intended, making recommendations of repairs needed, providing cost estimates, and summarizing information gathered in a report. Scope will include: detailed survey and measurement of cracking; review of existing documentation and previous repairs; installation of crack gauges and quarterly measurement and documentation; coordination with consultants and contractors; the use of laser scans to develop 3D structural analysis models of existing masonry walls; engineering evaluation of structure to determine causes of cracking and stone movement; structural conditions assessment report, testings and analysis results and recommendations; and project coordination and cost estimates for recommended repairs.

Following are the services The Basilica Landmark is seeking a Contractor to provide for this project:

Support the work of the structural engineer to conduct masonry and mortar testing, laser scans conducted a year apart, and an in situ testing of masonry mechanical properties. Removal of specific areas of spray foam insulation from bricks walls in the attic by contractor, and removal of some areas of stone and brick masonry by contractor, creation of 4 forensic openings at the façade by contractor estimated at 100sq. ft. to investigate embedded anchors and backup masonry conditions and remove brick and mortar samples from approximately 8 locations for testing. Work is anticipated to begin in early 2024 with a report due in early 2025.

Deliverables: Support the work of the structural engineer to install crack gauges, conduct quarterly monitoring, and an engineering evaluation of structure and laser scans in areas of concern to create digital model for analysis. Document and report findings working with the structural engineer to prepare / submit draft report to The Basilica Landmark for MNHS to review, receive their comments, and make modifications to report. Develop cost estimate. Support the preparation of a final report and cost estimate and submit it with documentation to The Basilica Landmark to submit to MNHS.

Project period for this activity is from January 01, 2024 to January 01, 2025. We intend to seek permission from the SOCIETY to extend this to 18 months.

3. Instructions to Proposers - Submission Requirements, Timetable, Deadline

Please submit **three (3) hard copies** of your proposal as well as a **PDF version** of your submittal to Terri Ashmore by **3:00pm on Monday, March 25, 2024** . These submittals should be formatted in 8.5”x11” format (portrait orientation preferred but not required).

Questions regarding this RFP must be received by phone, mail, or e-mail by end of day, March 15, 2024 and should be sent to:

Terri Ashmore
612-317-3471
thashmore@mary.org

Executive Director, The Basilica Landmark
Basilica of Saint Mary
88 North 17th Street
Minneapolis, MN 55403

Site visits will be offered on Tuesday March 12th at 9am – 10:00am.

In order to ensure a fair review and selection process, firms submitting proposals are prohibited from contacting any other organization members regarding these proposals.

4. Statement of Content of RFP – A proposal must contain the following:

- a. Title page (name address, phone, contact person, date)
- b. Table of Contents
- c. Statement of the proposal (work, timetable, availability)
- d. Contractor's / firm's profile / history / experience (client references)
- e. Resumes of staff demonstrating how they meet professional qualification standards of project
- f. Fees and method of payment (Indicate what other vendors contractors will be needed and fees for your firm and theirs.
 - Total Hours & Hourly Rates for your team members who would be assigned this project, based upon position or title (describe such position/title).
 - Reimbursable Expenses.
 - Total Hours & Hourly Rates for any other vendors / contractors that will be needed for this project.
- g. Any other information helpful in demonstrating the proposer's ability to successfully complete the project.

5. Selection Criteria, Process and Proposal Evaluations

Project personnel must meet the Secretary of the Interior's Professional Qualifications Standards (as published in the Federal Register of September 29, 1983). This project will be administered and conducted in accordance with the following:

- a. Minn. Stat. 129D.17 for Arts and Cultural Heritage Fund
- b. Minn. Stat. 16B.98 for Grants Management
- c. Secretary of the Interior's Standards for Archaeology and Historic Preservation
- d. History and Architecture Survey Manual (June 2017) and the SHPO Manual for Archaeological Projects in Minnesota (July 2005)

Candidates will be ranked by the following criteria:

- Related experience of the project team especially with historical buildings of similar scale. 30%
- Proven ability to meet budget, performance, and schedule requirements. 10%
- Fee. 20%
- Development of an appropriate process to achieve the project goals within the grant requirements. 10%
- Personality fit of the individuals assigned to the project. 5%
- Ease of communication with team leader. 5%
- Knowledge of applicable local, state and federal and MN Historical Society regulations and requirements. 10%
- Evidence of firm's flexibility to overcome obstacles and scheduling issues. 10%

6. Contract

A modified standard AIA contract is anticipated for this work, but we expect that the contract will be provided for Landmark and its legal team to review. The Landmark will seek a guaranteed maximum price for this work. The Engineer will be responsible for providing all the engineering services for the project. A separate RFP will be issued for contractors. Landmark representatives will review the selection of the Engineer's proposed prime consultants. All consulting firms will be under contract with the Engineer.

7. Other Information

May 1, 1991 Structural Report by John E. Meyer, Meyer, Borgman and Johnson, Inc. (attached)

July 19, 2023 Site Visit Report by Elizabeth Manning, PhD, PE (MN) (attached)

The Basilica Landmark – Background

The Basilica Landmark is a 30 year old separate 501 c3 non-profit organization whose mission is to preserve, restore, and advance the historic Basilica of Saint Mary for all generations. Another separate corporate religious organization, The Basilica of Saint Mary is a Catholic parish committed to seeking the well-being of the city, welcomes the support of The Basilica Landmark to care for its campus buildings. The Basilica campus includes 3 buildings on the national Register of Historic Places. The financial support of The Basilica Landmark makes ongoing capital maintenance and larger capital projects possible to care for these historic structures. The

Basilica of Saint Mary parish is able to focus on its ministries and mission thanks to The Basilica Landmark's focus on caring for its historic structures and campus needs.