

REQUEST FOR PROPOSALS
NATIONAL REGISTER OF HISTORIC PLACES
REGISTRATION FORM
FOR
CLASSEN'S NORTH HIGHLAND PARKED HISTORIC DISTRICT

The **City of Oklahoma City** is soliciting proposals from professionally qualified individuals to prepare a National Register of Historic Places Registration Form for the **Classen's North Highland Parked Historic District**, roughly bound by NW 23rd Street, North Broadway Avenue, NW 14th Street, and North Robinson Avenue in Oklahoma City, Oklahoma (see map for exact boundary). An intensive-level survey of this area was completed in 2023. Funding for the project is a federal matching grant-in-aid from the State Historic Preservation Office's allocation from the U.S. Department of the Interior's Historic Preservation Fund. An estimated \$30,000 in funds has been set aside for this project; additional funding may be available depending upon cost associated with other grant-funded projects. Of that amount, 100% will be funded through federal funds.

Interested individuals should submit:

1. A proposal consisting of a letter of interest, a resume (which clearly demonstrates that the individual meets the Secretary of the Interior's Professional Qualifications Standards for a historian, architectural historian, or architect),
2. A list of successfully completed National Register of Historic Places nominations prepared within the last ten (10) years,
3. A fixed price for completion of the nomination (including, but not limited to, consultant time, travel, photography, mapping, duplicating, and supplies).
4. A proposed schedule for project completion. All work must be completed by May 31, 2024, and the schedule must include:

- a. A sixty (60) day review period for the OK/SHPO to evaluate the consultant's work.

The final product shall be an acceptably completed and packaged National Register of Historic Places Registration Form for the referenced properties prepared in accordance with the Secretary of the Interior's Standards and Guidelines for Identification and Evaluation, and meeting the Oklahoma National Register of Historic Places Nomination and Request for Determination of Eligibility Manual. It is understood that the consultant selected to complete this project will be responsible for making any revisions to the registration form or accompanying materials that may be required by the State Historic Preservation Office, Oklahoma Historical Society. The City of Oklahoma City reserves the right to not award this project or to negotiate terms set forth in the proposal.

Proposal evaluation criteria

Item #1: the proposal clearly demonstrates the consultant's understanding of the project work included in the RFP.

Item #2: principal project personnel must meet the minimum professional qualifications required for the project.

Item #3: the consultant demonstrates successful experience in carrying out similar types of project work.

Item #4: understanding of the applicable Secretary of the Interior's Standards and Guidelines is evident.

Item #5: proposed budget is sufficient to ensure successful completion of the project work, and each cost is reasonable and necessary.

All proposals received by **November 6, 2023 at 5pm** will be considered. The proposals must be submitted to:

Katie McLaughlin Friddle
City of Oklahoma City Planning Department
420 W. Main Street, 9th Floor
Oklahoma City, OK 73102
Or via email to Kathryn.friddle@okc.gov

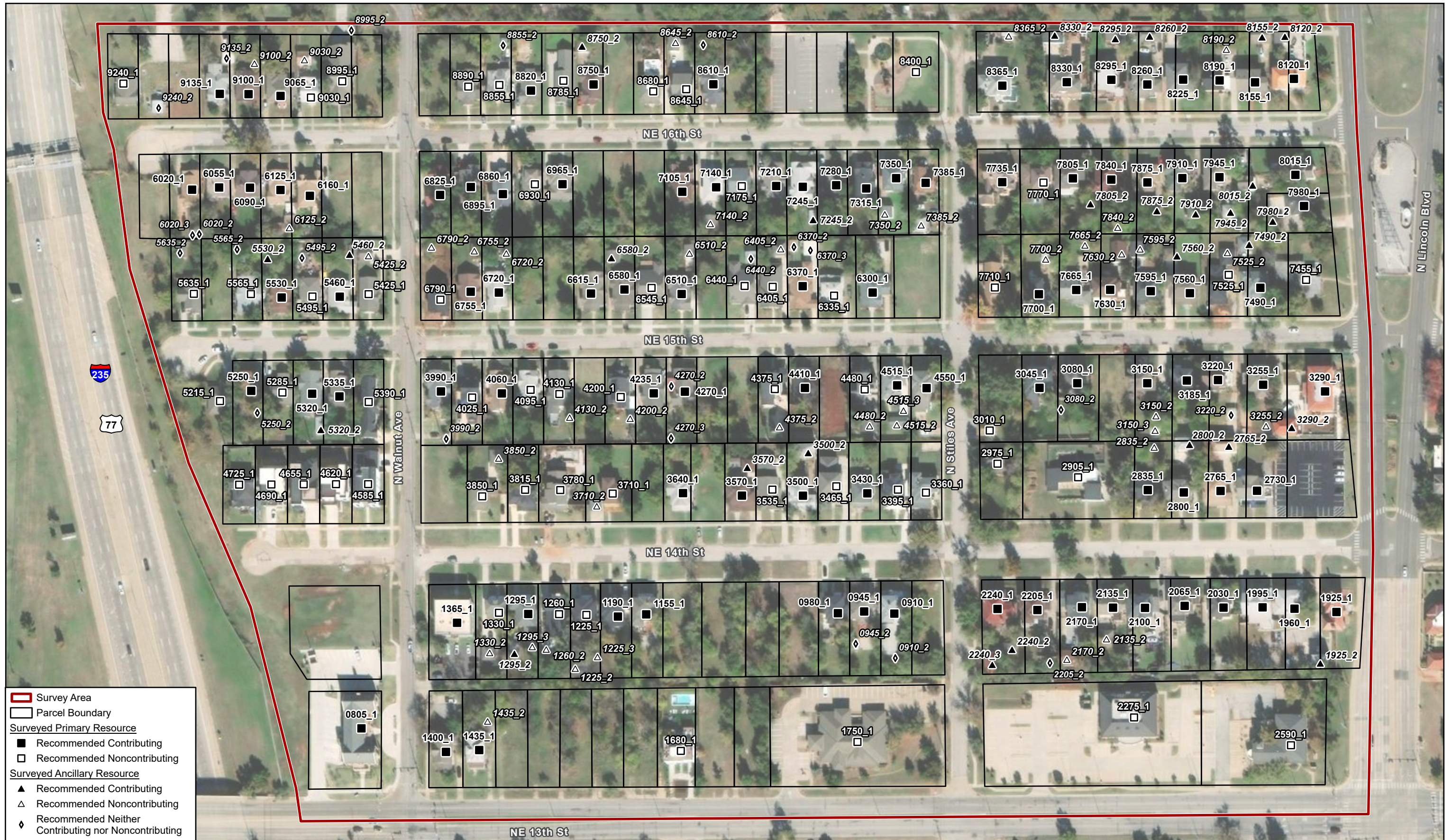


Figure 3. Surveyed Resources
 Classens Highland Parked Historic Resources Survey
 Oklahoma City, OK

Note: Each resource was assigned a contributing or noncontributing recommendation for a potential historic district. See corresponding report for additional information.

Stantec

0 150 Feet 1 inch = 150 feet
 0 40 Meters Scale: 1:1,800
 Date: 8/22/2023

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