

Request for Qualifications of Interested Teams
The Menokin Glass Concept Project
The Menokin Foundation, Warsaw, VA
June 6, 2011

BACKGROUND

Historical Significance: Menokin, located at 4037 Menokin Road, Warsaw, VA, was the plantation home of patriot Francis Lightfoot Lee, a signer of the Declaration of Independence. When Lee married Rebecca Tayloe in 1769, her father, John Tayloe II, financed the construction of the Georgian mansion as a wedding gift. Here in Richmond County, Virginia, Francis was elected to the Virginia Legislature. He served as a member of the Virginia Conventions of 1774 and 1775 and in the Continental Congress for four years.

Both Francis and Rebecca Lee died in January 1797 and are buried at nearby Mount Airy, home of the Tayloe family. Since the Lees had no children, ownership of Menokin reverted to the Tayloes. In the early 19th century, Menokin became the home of John Tayloe Lomax, the first law professor at the University of Virginia. During the 19th and 20th centuries, Menokin passed hands several times and went into serious decline around 1960 when it lay vacant. In 1965, the roof started to fail and the house began to collapse. In 1971, Menokin was designated a National Historic Landmark by the U.S. Department of the Interior because it “possesses exceptional value or quality in illustrating or interpreting the heritage of the United States.”

Architectural Significance: Although Menokin is now in a state of partial collapse, a remarkable collection of its Colonial architectural elements remains. About eighty percent of its original materials have survived. In 1940, while the house and one outbuilding were still standing, the Historic American Buildings Survey produced detailed photography and comprehensive measured drawings of the property. In 1964, the original pen and ink presentation drawing for Menokin were discovered.

In 1968, as the house was in serious danger of collapsing, the interior woodwork was removed by the owner and put into storage. The surprisingly intact woodwork is back at Menokin and can be viewed at the Foundation's King Conservation and Visitors Center. Menokin's dining room paneling is on loan to the Virginia Historical Society where it is now on display. In 1995, the last family to own the property donated the house and its surrounding 500 acres to The Menokin Foundation.

The Menokin Foundation's Vision and Mission:

Vision: To provide at Menokin an internationally recognized learning center for heritage and natural resource conservation and promotion through innovative practices and technology.

Mission: To preserve and interpret the home and life of patriot Francis Lightfoot Lee, as a focus for better understanding the fields of history, architecture, archaeology, ecology and other areas of the humanities, by developing innovative scholarship and new practices in conservation.

THE GOAL OF THE MENOKIN GLASS PROJECT

The Menokin Glass Project will create a prime location to understand and experience 18th century Tidewater Virginia building construction techniques using 21st century technology.

PRESERVATION PHILOSOPHY

All preservation projects must have underlying philosophical positions and the best research and science to support and guide decisions throughout the project.

In simple terms, there are two broad components to the Menokin glass concept:

1) *The original fabric of Menokin:* This component is represented by standing fabric, in a collapsed and supported state, to reveal 18th century building construction in three-dimensional cut-away sections, while providing the public a unique experience of an irreplaceable artifact. The fabric has undergone extensive, careful, and well-executed stabilization, but the work is not complete. To support this approach, complete stabilization of original exterior walls that are currently shored is critical, so that they can be matched to the new glass walls of the proposed structure.

Whatever use is made of these artifacts (including the standing portions of the house), ***the original fabric should be recognized and recognizable as dating from 1769 and should retain its integrity and authenticity so far as possible.*** That is, “the old” should be seen as old.

2) *The 21st century glass fabric:* The purpose of the glass portion of the house is to reestablish an enclosure to create the functional volume of the house while also preserving original fabric. In addition, we anticipate that the glass might also be used to replicate some of the missing structural elements including but not limited to flooring, staircase, etc. ***In other words, glass is not an imitation of original fabric, but a demonstration of the original fabric’s absence: glass is a separate artifact in its own right.*** That is, glass should be perceived as glass. By the conclusion of construction, the metal canopy built in 2000 will be removed.

THE BUILDING PROJECT

The stabilization and retention of original fabric is of utmost importance. It is the expectation of the Menokin Foundation that the foundation walls will be reconstructed up to and including the water table, using original material to the greatest extent possible and in keeping with the highest preservation practices.

For this project, the selected team will:

- create an envelope (wall, roof, floors) that will protect the original fabric and interpret the original volume of the house;
- reintroduce selected original historic elements;
- utilize “virtual reconstruction” interpretive tools that will enhance the visitor experience;
- create a stabilized climate;
- provide power and lighting for interpretation and display;

- meet all applicable building codes, safety standards, accessibility regulations and security;
- provide the Menokin Foundation with copies of all conceptual drawings, models, plans, design drawings, construction documents, programs, and other materials related to the project, along with assignments of rights in those materials;
- be able to address issues of sustainability, maintenance, and protection of wildlife;
- consider the historic landscape and relationship between the building and its surroundings; and
- in partnership with Menokin Foundation staff and Trustees, meet with potential donors to answer questions regarding technical aspects of the project.

Criteria for Evaluation: Teams submitting their qualifications for the Menokin Glass Project will be evaluated on evidence of their professional, technical, and practical skills; and their ability to work collaboratively to address the complex preservation, design, performance, and construction challenges inherent in this project.

SUBMISSION INSTRUCTIONS

A complete RFQ submission to the Menokin Foundation consists of the following information on the team:

- Professional skill sets
- Relevant Project Experience with scope, budget, and contact references (2-5 examples)
- Qualifications
- Management Structure
- Leadership and Coordination System

Twelve (12) paper copies and an electronic version on CD or memory stick must be received by the Menokin Foundation by 5:00 p.m. on Friday, July 8, 2011. This is **not** a postmark deadline. Late, faxed, e-mailed or incomplete applications will not be considered.

Submissions should be sent to the Menokin Foundation's physical address via UPS or Fed Ex at:

The Menokin Foundation
4037 Menokin Road
Warsaw, Virginia 22572

Primary Contact: Sarah D. Pope, Executive Director; spope@menokin.org; www.menokin.org.

All questions regarding the RFQ must be submitted in writing via e-mail to Sarah Pope by 5:00 pm on June 24, 2011 or in person at the June 20 visitation day. **Phone inquiries will not be accepted. (See the timetable on p. 4)**

Additional data on the Menokin Glass Concept is available for downloading at the following FTP site:

<ftp://ftp.menokin.org>
username: visitor
password: menokin

TIMETABLE FOR RFQ/RFP PROCESS

Date	Activity
6 June	RFQ issued
20 June	Recommended site visit: Teams must arrive at the Menokin Visitors Center by 1:00 pm EST. The site visit will conclude by 4:00 pm. It is recommended, but is not mandatory, for teams submitting qualifications to visit the site on June 20.
24 June	Questions regarding the RFQ must be submitted to the Menokin Foundation in writing via e-mail by 5:00 pm EST.
1 July	The Menokin Foundation responds to all received questions and distributes to primary contact for each team by 5:00 pm EST.
8 July	RFQ responses must be received by the Menokin Foundation via Fed Ex or UPS by 5:00 pm EST.
14 September	Menokin Foundation issues Request for Proposals to select teams.
30 September	Mandatory site visit for all teams submitting proposals. Teams must arrive at the Menokin Visitors Center by 1:00 pm EST. The site visit will conclude by 4:00 pm.
7 October	Questions regarding the RFP must be submitted to the Menokin Foundation in writing via e-mail by 5:00 pm EST.
14 October	The Menokin Foundation responds to all received questions and distributes to primary contact for each team by 5:00 pm EST.
1 November	RFP responses must be received by the Menokin Foundation via Fed Ex or UPS by 5:00 pm EST.
12 December	Interview prospective teams
3 February 2012	Team selected for implementation, others teams informed.

A projected, internal timeframe for the building project is as follows:

Date	Work
2011	Select Implementation Team
2012	Develop Conceptual Drawings, Models, Contract Docs for Stabilization Work of the House Site
2013	Finish Design Drawings (DD) & Start Construction Documents (CD)
2014	CD Complete/Stabilization Begins
2015	Stabilization work completed; construction of glass envelope
2016	Project Completed