

Village of Lombard Historic Lilacia Park

Lombard, Illinois



Lombard Historical Society

Go! Search the world for wonders both in color and perfume,
Then turn your eyes to Lombard when the lilacs are in bloom.

From *Lilac Time in Lombard*, Ralph H. Chaplin, 1928

Proposal to Prepare a National Register Nomination

August 2018



BUILDING CONSERVATION ASSOCIATES INC



329 Race Street
Philadelphia, PA 19106
T 215.923.2834
F 215.923.2835
bcausa.com

August 30, 2018

William Heniff
Director
Community Development Department
Village of Lombard
Lombard, Illinois 60148

Re: Historic Lilacia Park
National Register Nomination

Dear Mr. Heniff:

Building Conservation Associates, Inc. (BCA) is pleased to offer this proposal to the Village of Lombard for historic preservation consulting services.

ABOUT BCA

BCA is a private consulting and research firm practicing historic preservation planning, preservation design, conditions assessments, materials science, and historic building documentation. Since 1985, BCA has provided custom preservation planning and technical services to building owners; architects; public and private institutions; developers; museums; and municipal, state, and federal government entities around the world. Our company's mission is to make historic preservation an economically viable option within the normal parameters of property development and rehabilitation. BCA's expertise encompasses historic preservation regulatory requirements at the local, state, and federal levels, as well as best practices in historic preservation planning and building conservation.

BCA is headquartered in New York, with regional offices in New England and Philadelphia. Our projects span the globe. BCA's staff includes building and object conservators, architects, historic preservationists, scientists, historians, planners, and artisans. BCA staff meet the professional qualifications and standards of the U.S. Department of the Interior, National Park Service, for architectural historian as stated in 36 CFR Part 61. Our senior staff members are widely published and have been individually honored with grants, fellowships, and other citations. BCA has won numerous awards for excellence in architectural conservation and historic preservation. In 2012, BCA was awarded a Pillar of New York Award by the Preservation League of New York State. Learn more about BCA's expertise and the staff who will be assigned to this project in the representative project narratives and staff resumes included herein. A note about travel: BCA works across the country and around the world. Our staff frequently travel to project sites. All project expenses, including travel, are built into our fee.

As a major historic preservation consulting firm with many active projects and 25 professional staff, BCA has the capacity to conduct and complete this project. Please see our website at www.bcausa.com for more about our firm.

PROJECT APPROACH

Lilacia Park, in the Village of Lombard, was realized by noted naturalist landscape architect Jens Jensen and named for its world-renowned collection of lilacs. Listing Historic Lilacia Park on the National Register of Historic Places would formally recognize the historic significance of this notable landscape and highlight its importance to the downtown neighborhood. The National Register staff of the Illinois State Historic Preservation Office, Illinois Department of Natural Resources (SHPO), has determined that Lilacia Park is eligible for Listing in the National

Register under Criterion A, Entertainment /Recreation. BCA will work with National Register (NR) staff to determine whether the park is also eligible under Criterion C, Landscape Architecture.

BCA will prepare the NR nomination for Historic Lilacia Park by performing each of the tasks below, in accordance with the requirements of the SHPO and the National Park Service (NPS). Our methodology will follow the guidelines found in National Register Bulletins #15: “How to Apply the National Register Criteria,” #16A: “How to Complete the National Register Registration Form,” and #18: How to Evaluate and Nominate Designed Historic Landscapes.”

Project Coordination

Throughout the project, BCA will coordinate with the NR staff at SHPO, the Lombard Historic Preservation Commission (LHPC), and the Village of Lombard Community Development Department.

Task 1: Kick-Off, Research, and Field Survey

BCA will:

1. Review archival research from the Lombard Historical Society to document the design and development of Lilacia Park. We will also review records and archival collections of the Lombard Historic Preservation Commission, Lombard Historical Society, the Lombard Park District, and the Lombard Garden Club.
2. Develop a draft narrative of the historical development of Lilacia Park, illustrated with historic images.
3. Conduct a field survey of Lilacia Park to determine recommended NR boundaries.
4. Compile a working inventory of character-defining park features and historic resources located within the proposed NR boundaries.

Task 2: Draft National Register Nomination

BCA will:

1. Write a narrative description of Historic Lilacia Park for the NR nomination, describing the general character of the park, setting, and features, and refine the inventory of contributing and non-contributing elements within the NR boundaries.
2. Write a Statement of Significance for Historic Lilacia Park, applying the NR criteria, and detailing the park’s historical development through the end of its period of significance.
3. Perform tasks necessary to complete the nomination form, including: additional photography, development of the boundary justification, assembly of final district map and images in the required NPS format, and compilation of the bibliography.
4. Submit the draft nomination to the Village of Lombard and SHPO via e-mail, coordinate with the Village of Lombard and SHPO, and incorporate any revisions.

Task 3: Final National Register Nomination

BCA will:

1. Prepare the final nomination with all required attachments, incorporating any revisions requested by the Illinois Historic Sites Advisory Council (IHSAC).

Task 4: Project Meetings

BCA will prepare for and participate in the following project meetings:

1. A kick-off meeting with the LHPC.
2. One public meeting at the LHPC to present the draft nomination.

3. One PowerPoint presentation at the IHSAC meeting.

Deliverables

BCA will provide the following project deliverables:

1. Completed National Register Application form
2. Site plan
3. GIS map
4. One set of printed photographs
5. One CD/DVD with TIFF images
5. One CD/DVD with JPEG images
7. A copy of all submitted National Register Application materials, including attachments
8. A digital copy of all presentations and associated materials.

Schedule

The project is scheduled to run from approximately September 2018 to March 2019, with the final nomination to be reviewed by the Illinois Historic Sites Advisory Council on February 22, 2019. A general proposed timeline follows; the schedule will be refined after consultation with the Village.

September

Kick-off project.
Perform archival research.
Conduct site survey.

October

Draft nomination document.
Submit to Village for review.
Incorporate Village comments.

November

Present the nomination to the LHPC.
Make any required revisions.

December

Submit draft to SHPO with all required attachments.

January

Revise draft to reflect SHPO comments.

February

Present to IHSAC.
Make revisions requested by IHSAC.

TBD

Make any revisions requested by the Keeper.

Terms and Conditions

1. Attachment A: Terms and Conditions of Professional Service is attached to this contract and incorporated herein by this reference.
2. This proposal is good for 60 days from the date of offer. BCA reserves the right to withdraw this letter agreement if not executed and returned to our office within 60 days of the date of this letter.
3. Access to all work locations will be provided by the Village of Lombard.



Fee and Payment

The fee for the proposed work is a lump sum fee of \$20,000, inclusive of all expenses. Line item costs are attached. BCA will invoice the Village of Lombard monthly based on progress. Payment is net 30 days.

If the foregoing is acceptable please sign below and return to our office. We look forward to the possibility of working with you on this exciting project.

Offered by:

Accepted by:

Building Conservation Associates, Inc.
Dorothy S. Krotzer
Director

Village of Lombard

Attachment A
Building Conservation Associates, Inc.
Terms and Conditions of Professional Service

Standard of Care – Building Conservation Associates, Inc. ("BCA" or "Consultant") is a consulting firm, not a licensed professional. The standard of care for all professional services performed or furnished by BCA under this Agreement will be the skill and care used by members of the Consultant's profession practicing under similar circumstances at the same time and in the same locality. BCA makes no warranties, express or implied, under this Agreement or otherwise, in connection with the services provided by BCA.

Compensation - For the scope of services stated in the accompanying proposal or letter agreement, Client agrees to pay BCA the compensation stated in the agreement. Any modification to the contract amount for compensation shall be agreed upon by both parties in writing. BCA agrees to submit invoices monthly for services rendered in the manner and format stated in the written proposal. Payment terms are net 30 days.

Indemnification - Client and BCA each agree to indemnify and hold the other harmless, and their respective officers, employees, agents and representatives, from and against liability for all claims, losses, damages and expenses, including reasonable attorneys' fees, to the extent such claims, losses, damages, or expenses are caused by the indemnifying party's negligent acts, errors or omissions. In the event claims, losses, damages or expenses are caused by the joint or concurrent negligence of Client and BCA, they shall be borne by each party in proportion to its negligence.

Force Majeure - Neither party shall be deemed in default of this Agreement to the extent that any delay or failure in the performance of its obligations results from any cause beyond its reasonable control and without its negligence.

Dispute Resolution - Client and BCA agree that they shall first submit any and all unsettled claims, counterclaims, disputes, and other matters in question between them arising out of or relating to this Agreement to mediation in accordance with the Construction Industry Mediation Rules of the American Arbitration Association, effective as of the date of this Agreement. This Agreement shall be construed under and be governed in all respects by the laws of the State of New York, and any litigation arising out of this Agreement shall take place in a State or Federal Court of competent jurisdiction in New York County.

Termination of Contract - Client may terminate this Agreement within seven days prior written notice to BCA for convenience or cause. BCA may terminate this Agreement for cause within seven days prior written notice to Client. Failure of Client to make payments when due shall be cause for suspension of services or, ultimately, termination, unless and until BCA has been paid in full all amounts due for services, expenses and other related charges.

Hazardous Environmental Conditions - It is acknowledged by both parties that Consultant's scope of services does not include any services related to the presence at the site of asbestos, PCBs, petroleum, lead, radioactive or other hazardous waste or materials. Client acknowledges that BCA is performing professional services for Client, and BCA is not and shall not be required to become an "arranger," "operator," "generator" or "transporter" of hazardous substances, as defined in the Comprehensive Environmental Response, Compensation, and Liability Act of 1990 (CERCLA).

Ownership of Documents - All documents prepared or furnished by BCA pursuant to this Agreement are instruments of BCA's professional service, and BCA shall retain an ownership and property interest therein, including copyright. BCA grants Client a license to use instruments of Consultant's professional service for the purpose of constructing, occupying and maintaining the Project alone, and for no other purpose. Reuse or modification of any such documents by Client, without BCA's written permission, shall be at Client's sole risk, and Client agrees to indemnify and hold BCA harmless from all claims, damages and expenses, including attorneys' fees, arising out of such reuse by Client or by others acting through Client, or from any claim, damage, or expense, including legal fees, related in any way to any

change in BCA's instruments of service or deviation therefrom, after the termination or expiration of this Agreement.

Use of Electronic Media - Copies of documents that may be relied upon by Client are limited to the printed copies (also known as hard copies) that are signed by Consultant. Files in electronic media format or text, data, graphic or other types that are furnished by BCA to Client are only for convenience of Client. Any conclusion or information obtained or derived from such electronic files will be at the user's sole risk. When transferring documents in electronic media format, BCA makes no representations as to long-term compatibility, usability, or readability of documents resulting from the use of software application packages, operating systems or computer hardware differing from those in use by BCA at the beginning of this assignment.

Construction Phase Services - If this Agreement provides for any construction phase services by BCA, it is understood that the Contractor, not BCA, is responsible for the construction of the project, and that BCA is not responsible for the acts or omissions of any contractor, subcontractor or material supplier. BCA will not supervise, direct, control or have authority over or be responsible for Contractor's means, methods, techniques, sequences or procedures of construction, or the safety precautions and programs incident thereto, or for any failure of Contractor to comply with Laws and Regulations applicable to the furnishing or performance of the Work.

Opinions of Cost - When included in BCA's scope of services, opinions or estimates of probable construction cost are prepared on the basis of Consultant's experience and qualifications and represent BCA's judgment as a professional generally familiar with the industry. However, since BCA has no control over the cost of labor, materials, equipment or services furnished by others, over contractor's methods of determining prices, or over competitive bidding or market conditions, BCA cannot and does not guarantee that proposals, bids, or actual construction cost will not vary from Consultant's opinions or estimates of probable construction cost.

Duration of Agreement - If services under this agreement are not completed within 18 months, or if the project is put on hold through no fault of BCA for more than 12 months, BCA reserves the right to renegotiate the fees and rates.

Equipment Rental - Any prices for the rental of boom lift, scaffolding, scissor lift, or similar stated in the written proposal are based on verbal estimates. Prices will be confirmed with the client once services commence. The actual charge of equipment may vary slightly due to field conditions (e.g. inclement weather).

Exterior Testing - The temperature must be above 50 degrees Fahrenheit for field testing to take place on the exterior of a building. Wind chill temperature must be above 25 degrees Fahrenheit, and wind speeds must be below 20 miles per hour, for survey or other work to be performed on the exterior of a building.

Additional Services - This Agreement is based on BCA's current understanding of the project and the information available for Consultant review. If during the course of the project new information requires a substantial change to the scope of services, BCA will request a change order for additional services and compensation as required. These additional services will be provided only upon mutual agreement between the parties.

Reimbursable Expenses - All reimbursable expenses will be charged at cost plus a markup stated in the written proposal. Reimbursable expenses include direct costs to BCA, contractor support, equipment rentals, and subconsultant fees.

ATTACHMENT B

**Project Name: Historic Lilacia Park
National Register Nomination**

Submitted by: BCA - Philadelphia

Submitted to: Village of Lombard

Date:

	Director	Sr. Preservation Staff	Historic Preservationist	Esc.	Totals
SERVICES					
Task 1					
Research and Field Survey	1	2	24		\$3,475.00
Sub-total					\$3,475.00
Task 2					
Draft NR Nomination	1	4	24		\$3,775.00
Sub-total					\$3,775.00
Task 3					
Final NR Nomination	1	4	16		\$2,775.00
Sub-total					\$2,775.00
Task 4					
Project Meetings	1	24	24		\$6,775.00
Sub-total					\$6,775.00
TOTAL SERVICES					\$16,800.00

	Qty	Unit Cost	Markup	
EXPENSES				
Task 1				
Direct Costs	1	\$86.88		\$86.88
Sub-total				\$86.88
Task 2				
Direct Costs	1	\$94.38		\$94.38
Sub-total				\$94.38
Task 3				
Direct Costs	1	\$69.38		\$69.38
Sub-total				\$69.38
Task 4				
Direct Costs	1	\$169.38		\$169.38
Sub-total				\$169.38
Trip 1				
Kick-off & Research	1	\$1,000		\$1,000.00
Sub-total				\$1,000.00
Trip 2				

ATTACHMENT B

**Project Name: Historic Lilacia Park
National Register Nomination**

Submitted by: BCA - Philadelphia

Submitted to: Village of Lombard

Date:

			Totals
Public Meeting	1	\$780	\$780.00
Sub-total			\$780.00
Trip 3			
Final Presentation	1	\$1,000	\$1,000.00
Sub-total			\$1,000.00
TOTAL EXPENSES			\$3,200.02
TOTAL:			\$20,000.02

ABOUT BCA

Building Conservation Associates, Inc. is a private consulting and research firm practicing preservation design, conditions assessments, materials science, and historic building documentation.

Since 1985, BCA has provided custom technology and planning services to architects, private institutions, building owners, museums and government agencies. BCA's pragmatic philosophy is rooted in construction technology and museum practices. The company's mission is to make building conservation an economically viable option within the normal parameters of property development and rehabilitation. BCA is headquartered in New York, with regional offices in New England, Philadelphia, and Washington, D.C. BCA's staff of 36 includes building conservators, architects, historic preservationists, scientists, historians, planners, and artisans. Its senior staff members are widely published and have been individually honored with grants, fellowships, and other citations. BCA has won numerous awards for excellence in architectural conservation and historic preservation. In 2012 BCA was awarded a *Pillar of New York* Award by the Preservation League of New York State.

As one of the oldest historic preservation firms in the country, BCA's practice is devoted to historic buildings and the technology involved in their stabilization, restoration and maintenance. We offer a holistic approach that provides benefits for projects with material and structural issues. We develop practical strategies for the stabilization of historic structures in a way that considers long-term goals and historic preservation standards, documenting structures in a manner that facilitates maintenance and monitoring.

SERVICES

Technology Services

Design

Restoration Design
Construction Specifications
Construction Drawings

Discovery, Research, & Testing

Conditions Surveys
Materials Analysis & Testing
Historic Paint Analysis
Mortar Analysis
Site Probes
Field Mockups

Construction Process

Construction Administration
Site Monitoring

Historic Preservation Services

Preservation Design Consulting
Historic Preservation Tax Credit Consulting
Local Landmark Permit Applications
Archival Research
Historic Structure Reports

Documentation Services

Photographic Documentation
Measured Drawings
Video Documentation

Strategic Planning Services

Facilities Maintenance Planning
Feasibility Studies
Historic Preservation Master Plans

DOROTHY S. KROTZER

Director

Experience

Dorothy S. Krotzer has more than twenty years of experience in the historic preservation field and has been involved with every aspect of building restoration—from conditions assessment, to the development of construction documents, to the creation of Historic Preservation Master Plans for large, complex historic sites such as Washington Union Station. Ms. Krotzer is currently the Director of the Philadelphia office of Building Conservation Associates, Inc. (BCA), which covers work in the Washington, DC and southeast United States regions. BCA is a consulting firm that dedicates its entire practice to the study, documentation and preservation of historic buildings.

Over the course of her career, Ms. Krotzer has worked on a broad range of preservation projects throughout the United States on nationally significant buildings, many of which are National Historic Landmarks. She has extensive project management experience and excels at client relationship development. Her project experience includes the creation of historic preservation plans for Washington Union Station and Philadelphia's 30th Street Station, as well as the technical analysis of historic building materials at such sites as Independence Hall and the U.S. Capitol.

Ms. Krotzer is a current faculty member in the University of Pennsylvania Graduate Program in Historic Preservation, where she teaches a course on Professional Practice. She is an ex-officio board member of the Association for Preservation Technology Delaware Valley Chapter (APT DVC) and is the former chair of the Architecture Specialty Group of the American Institute for the Conservation of Historic and Artistic Works (AIC). Her other professional affiliations include the Association for Preservation Technology International (APTI), AIC, Docomomo and the Preservation Alliance for Greater Philadelphia.

Education

University of Pennsylvania
Master of Science, Historic Preservation

Hamilton College
Bachelor of Arts, History

MICHELE BOYD**Director of Preservation Services****Experience**

Michele Boyd has an expertise in architectural history and preservation planning. Her work involves collaborating with architects, building owners, developers, and government agencies on the preservation and treatment of historic buildings, objects, structures, and sites. Ms. Boyd has extensive experience with archival research and surveys, architectural histories and significance studies, documentation of existing conditions, and restoration design review for compliance with preservation regulations. A key part of her role is helping clients smoothly navigate landmarks regulation at the local, state, and federal levels.

Ms. Boyd was the lead Historic Preservationist for the 2014-2015 development of the official Historic Preservation Plan for the Washington Union Station complex in Washington, D.C. Developed for the Union Station Redevelopment Corporation in partnership with Amtrak, Akridge, and Union Station Investco, the plan is preparatory to a major redevelopment of the station into a 21st century transit hub and new urban center. BCA coordinated with key stakeholders, including the D.C. Historic Preservation Office, Commission for Fine Arts, and the National Park Service (NPS). Currently, Ms. Boyd is working on several projects involving Section 106 consultation at Union Station.

Ms. Boyd specializes in the application process for the 20% federal rehabilitation tax credit. She recently served as project manager for the adaptive reuse of the former First Battery Armory in Manhattan, which qualified for the credit. BCA performed archival research, preservation design review, and coordination of regulatory reviews by the New York City Landmarks Preservation Commission, New York State Historic Preservation Office, and the NPS.

In addition, Ms. Boyd was project manager on of the Newark Museum's Signature Project for campus expansion in New Jersey. BCA completed a series of Historic Structures Reports and significance studies for buildings and landscape features on the National Register-listed museum campus. Ms. Boyd engaged in extensive consultation with the New Jersey SHPO and the Newark Landmarks and Historic Preservation Commission on the design of a new museum building appropriate to the historic campus. Ms. Boyd also managed a large-scale survey of a 250-acre site in Midtown Manhattan to identify potential historic resources as part of an environmental impact study for the adaptive reuse of the James A. Farley Post Office as Moynihan Station.

Education

Columbia University
M.S., Historic Preservation

Lehigh University
B.A., English

Historic Landscapes, Parks and Gardens

Brooklyn Botanical Garden

Brooklyn, New York

Renowned architects McKim, Meade & White designed the Brooklyn Botanic Garden's 1929 historic south entrance gate. BCA performed archival research and conducted a conditions assessment of the gate, discovering the gate's original design and appearance, which had been lost to time and inappropriate renovations. BCA then provided treatment recommendations for the restoration of this important entry point to the garden.



Bronx Zoo

Bronx, New York

BCA led the restoration of Astor Court, a New York City Landmark, and the historic heart of the zoo. Astor Court includes a grand allee composed of landscaped areas, seating, fountains, gardens, pathways, and buildings. The project restored pathways, enhanced lighting, and restored building elements. BCA conducted comprehensive archival research into the history and development of Astor Court, performed conditions assessments, and made treatment recommendations.



Historic Richmond Town

Staten Island, New York

Historic Richmond Town is a museum complex consisting of an historic town and farm operated by the Staten Island Historical Society. Historic Richmond Town is comprised of more than 30 historic buildings and sites dating from the late 17th to the early 20th centuries. As part of a planning study, BCA reviewed extensive archival documentation to understand the history and evolution of the entire site. BCA developed changes-over-time graphics to assist the architect in creating a thematic understanding of Richmond Town to inform the overall re-use strategy. BCA's historic preservation recommendations were integrated into the overall vision plan.



Morven Museum and Garden

Princeton, New Jersey

Richard Stockton (1730-1781), one of the signers of the Declaration of Independence, built Morven in the 1750s. Morven served as the New Jersey Governor’s Mansion from 1945 to 1981. Morven went through an extensive restoration and archaeological investigation and re-opened as a museum and garden in 2004. BCA was engaged to assist with the planning process for the construction of a new visitors’ center on the property. BCA surveyed existing conditions at the proposed site, prepared drawings that illustrated potential disturbances to the visual authenticity of the site, and prepared conceptual Design Guidelines for appropriate new construction at the site.



The Mount

Lee & Lenox, Massachusetts

The Mount, a museum and National Historic Landmark, was constructed in 1902 as the estate and home of the famous American writer Edith Wharton (1862-1937). The estate includes a farm complex, which BCA discovered was conceived and constructed by Edith and her husband Teddy Wharton, during their 10-year tenure, as part of their vision of life in Lenox. Edith Wharton Restoration, Inc., engaged BCA to document the history of the two-story Arts & Crafts farmhouse and the other farm complex buildings and tie them to the Wharton residency and the larger context of the era in which they were constructed.



New York Botanical Garden

Bronx, New York

BCA lead the restoration of the 1905 Fountain of Life, designed by sculptor Charles E. Tefft and architect Robert W. Gibson, and an integral component of the Garden’s formal, “City Beautiful” landscape. The New York Botanical Garden is a designated NYC landmark and is listed on the National Register of Historic Places. BCA’s archival research and guidance informed the restoration of the fountain, including the re-creation of two central missing sculptural figures.

