

Request for Proposal  
for the  
Balboa Park Botanical Building and Gardens Phase 2 Design Project

BALBOA PARK  
SAN DIEGO, CALIFORNIA

Forever Balboa Park  
1549 El Prado, Ste., 1, Balboa Park  
San Diego, CA 92101

October 17, 2023



Request for Proposal  
Balboa Park Botanical Building and Gardens Phase 2 Design Project  
SAN DIEGO, CALIFORNIA

The following Request for Proposal outlines an opportunity to participate in the Balboa Park Botanical Building and Gardens Phase 2 Design Project to improve Balboa Park, San Diego, CA. Forever Balboa Park, the contracting nonprofit organization, is inviting proposals for the enclosed Scope of Work, to be submitted before 5pm on Friday November 17, 2023 to Forever Balboa Park via email to Jackie Higgins at [jackie@balboapark.org](mailto:jackie@balboapark.org). Forever Balboa Park reserves the right to reject any or all proposals, to waive technical errors, discrepancies, or informalities of a proposal not affected by law.

INSTRUCTIONS TO BIDDERS

Bid Proposals: To receive consideration, proposals shall be made in accordance with the following instructions:

Consultants shall examine all the example graphic file documents, including all drawings, exhibits, and maps, and perform their own estimates for the proposed work, taking into account local conditions.

Proposals shall be emailed to Jackie Higgins at [jackie@balboapark.org](mailto:jackie@balboapark.org) in PDF format clearly marked "Botanical Building and Gardens Phase 2 Design Project" in the email Subject heading on or before the scheduled time for receipt of proposals in the published Advertisement for Request for Proposals.

All technical questions are to be submitted in writing via email to the attention of Jackie Higgins ([jackie@balboapark.org](mailto:jackie@balboapark.org)) by 5pm on Monday day, Oct. 30, 2023.

Withdrawal of Proposals: Any consultant may withdraw their proposal, personally or by written email request, at any time prior to the scheduled time for opening of proposals. However, consultants will not be allowed to revise proposals after the scheduled proposal opening date.

Opening of Proposals: Proposals will be opened on Friday November 17, 2023 and the selected contractor will be notified by Friday December 8, 2023.

Project Description

PROJECT: Balboa Park Botanical Building and Gardens Phase 2 Design Project

LOCATION: Balboa Park, San Diego, CA 92101

CLIENT: Forever Balboa Park

PROPOSALS DUE: Friday November 17, 2023 @ 5:00 pm.

To: Email: [jackie@balboapark.org](mailto:jackie@balboapark.org) or 1549 El Prado Suite #1 San Diego, CA 92101

### **About Forever Balboa Park**

In July 2021, the Balboa Park Conservancy and Friends of Balboa Park merged to form Forever Balboa Park (FBP). The merger of two long-time Balboa Park advocacy and park improvement organizations was transformational, representing a turning point for Balboa Park. By combining resources, the new organization is better positioned to support the diverse needs of the park and strengthen its partnership with the City of San Diego, thereby increasing the organization's ability to make improvements to the park. FBP plans and implements park improvement projects, manages a parkwide volunteer corps of 350+, helps care for the park's urban forest and gardens, and enhances the visitor experience through a historic carousel and visitors center that collectively serve more than 700,000 visitors annually.

### **Project Description**

Forever Balboa Park (FBP), the leading nonprofit organization partnering with the city and other community organizations to enhance the park, has committed to enhancing the Balboa Park Botanical Building and Gardens Project in collaboration with the City of San Diego Parks and Recreation department.

The Balboa Park Botanical Building and Gardens Phase 2 project is the continuation of the City Capital Improvement Project (CIP) restoration of the Balboa Park Botanical Building and Gardens Phase 1. Phase 1 was funded with public state and city funds. Phase 1 restores the botanical building structure and interior gardens. Phase 1 includes recreating the historic arcades that completely surround the building, updated interior planting and irrigation, and enhanced LED lighting. Phase 2, led by Forever Balboa Park, is funded with private philanthropic funds and a federal grant from the Historic Preservation Fund of the National Park Service, Department of the Interior. Phase 2 includes physical improvements to the exterior gardens, historic pergola, walkways, and exterior fountains repairs and restoration. The goal of this project is to restore, reconstruct, and revitalize the exterior areas surrounding Balboa Park's Botanical Building for the enjoyment of all park visitors.

### **Scope of Work**

Phase 2 design Scope of Work (SOW) consists of the preparation of construction documents for the design of the proposed reconstructed historic pergola, design of the exterior hardscape elements for accessible connections to the reconstructed historic pergola; the design and enhancements to exterior landscape planting, landscape irrigation, and landscape lighting, and design of some walkways as needed to confirm accessible access to the building and grounds.

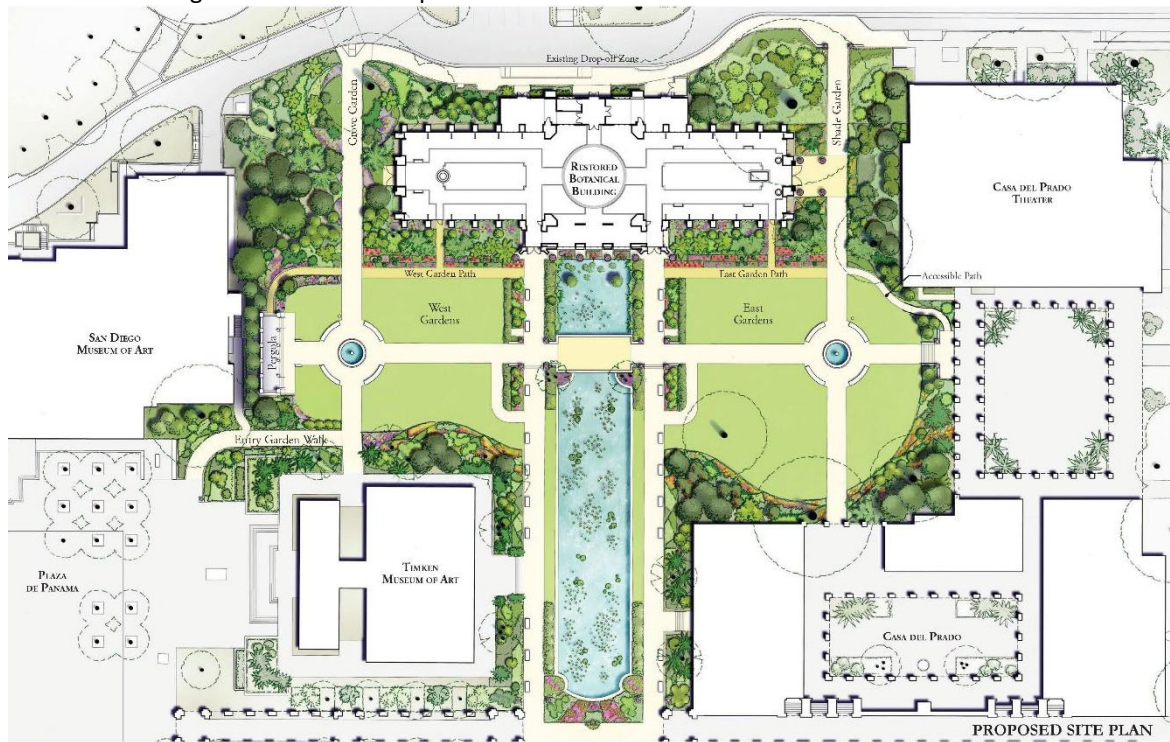
The scope also includes the creation of a restoration repair specification/ guideline report which will include guidelines for the restoration repairs to two existing exterior water fountain features, the six exterior urns, the bridge balustrades, and railing, and other miscellaneous exterior landscape furniture and fixtures.

The SOW includes 60%, 90% and final Construction Documents for a Design/ Bid / Build project delivery method.

This SOW includes 100% construction documents (CDs) permitted by the City of San Diego Development Services Department (DSD), including the necessary structural and civil engineering design for the proposed reconstructed historic pergola and as needed adjacent hardscape, site walls, grading, and drainage, including any site lighting and electrical design for the historic pergola and project site hardscape and landscape electrical lighting plans (i.e., pathway lighting, landscape enhancement lighting, and pergola lighting). Plans shall be prepared in accordance with the Parks and Recreation Department's Consultant's Guide to Park Design and Development.

The schematic plan area for landscape garden redesign and enhancements to the exterior portions of the Botanical Building Gardens is illustrated in the below conceptual layout plan image.

Botanical Building and Gardens Conceptual Plan View



Redesign shall include an accessible pedestrian path to the reconstructed historic pergola and accessible walkway connections as needed on the south of the project site adjacent to the Lily pond, as illustrated above.

The Consultant will prepare A Restoration Contractor Specification Guideline Report, which shall be prepared separate from the CD deliverable package. This report will document the restoration specification for the work on two existing exterior water fountain features, the exterior urns, the bridge balustrades, and railing, and other miscellaneous exterior landscape furniture and fixtures, which will be done as repair and maintenance work under the approval of the city's Historic Resources staff and Parks and Recreation staff. Repair and maintenance work will be on a separate timeline from the work documented in the CDs, as this is a separate and different city approval process.

This report shall include assessments and specifications and details as needed for the restoration repairs to the two exterior water fountain features on the east and west lawns of the Botanical Building and Gardens site, hardscape improvements along the lily pond bridge to address wear and tear on bridge balustrades and railings, repairs and potential painting enhancements to the exterior site furnishings, such as free-standing planters, repairs and reconstruction of urns, plinths, benches, trash receptacles, etc.

The City of San Diego Parks and Recreation Department and potentially other City departments will review and provide input into the design and construction documents. Consultant should assume up to three (3) rounds of review and comments from Parks and Recreation and FBP (60% plans, 90% plans and Final plans).

Consultant shall include time for presenting twice at a Balboa Park Committee public meeting, first as a workshop item and again as an action item. Consultant shall also include time for twice-a-month progress meetings. FBP staff will be present at all of these, and Parks and Rec staff will attend once a month or as needed. The progress meetings must be facilitated by the Consultant. Meeting minutes and action items are to be written by the Consultant.

Consultant shall include time to coordinate with the Phase 1 planting design team to make sure that the interior and exterior designs are complementary and harmonious, while leveraging the unique microclimates of the exterior gardens. Our goal is to create climate-appropriate landscaped gardens for the Botanical Building exterior gardens that will be educational in nature and inspire visitors to learn about San Diego and global biodiversity. The Conceptual Planting Framework Plan shall identify thematic horticultural zones with microclimate-influenced themes that have botanical interest for learning and potential experimental pockets within the overall planting framework.

The Consultant will work with FBP and take into account public feedback from the Balboa Park Committee workshop to develop the overarching themes to guide design development plans for the exterior plantings, including areas immediately adjacent to the Botanical Building and areas framing the lawn and pergola.

Public engagement and the opportunity to build excitement and garner support from the exceptionally broad constituency that are eagerly awaiting this project's completion is an important part of FBP's mission. The consultant shall design and execute a modest community outreach strategy within the outlined timeline to include diverse constituents in sharing their vision for the exterior gardens and landscapes. The consultant should devise a strategy (creative formats encouraged) that involves (some of the following audiences): Educators, underrepresented park visitors, youth, and FBP members

The plans developed for the reconstruction of the historic pergola (which was originally located on the west lawn) shall be based on the historic design and honor the historic layout and architecture documented in many historic photographs. All architectural, civil engineering, structural engineering, and historic architects' research shall be integrated into this scope of work, including but not limited to: City stormwater requirements, Water Pollution Control Plan (WPCP), building permit review and approval, Contract Administration services as set forth under AIA Document A201, RFI submittal responses, project close out punch lists, etc.

Plant Collections Assessment: Consultant shall review Client-provided list of salvaged and protected in place plants along with assessment reports and review goals and policies of Plant Collection for Phase 1 to develop harmonious designs between the interior and exterior for a cohesive visitor experience.

Consultant shall prepare an irrigation material legend and plan diagrams indicating irrigation zones. Consultant shall also identify irrigation points of connection, access the existing irrigation infrastructure, confirm irrigation pressure requirements, and design water smart irrigation systems for the exterior gardens. Irrigation plan shall be compliant with all local codes and the State of California's Model Water Efficient Landscape Ordinance. State of California AB 1881 documentation shall be prepared in conjunction with irrigation design. Irrigation plans shall be prepared in accordance with the Parks and Recreation Department's Consultant's Guide to Park Design and Development.

Cost estimates for the implementation of the final plans shall be provided to the Client with the 90% plans submittals.

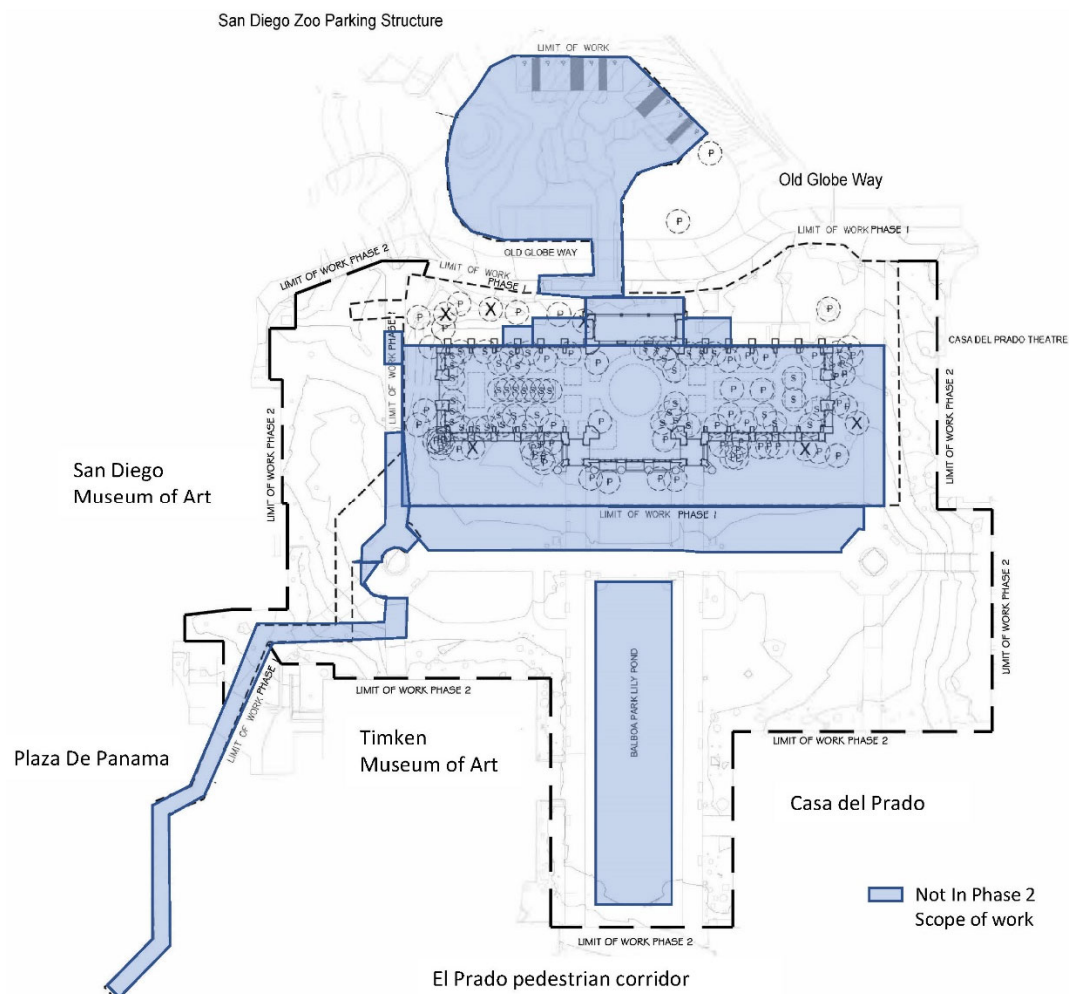
Consultant shall include time for bid support including (answer RFI's during bidding) and construction support (RFI's, reviewing submittals, site visits, construction progress monitoring during construction).

## Known Parameters

The project site consists of:

- Approximately 75,000 square feet (SF) of project site, outlined in below exhibit
- Less than 6,000 SF of exterior features, planting, and irrigation on the south side of the building
- Exterior border planting and irrigation around the lawn perimeter and north, east, and west sides of the Botanical Building
- Restored lawn area, including upgraded irrigation
- Understory planting and irrigation adjacent to the Timken Museum of Art and San Diego Museum of Art
- Redesign plans for the reconstruction of the historic pergola on the west lawn with hardscape connecting existing walkway to the proposed historic pergola structure
- walkway reconstruction and/or enhancements, and hardscape enhancements to the lily pond bridge, i.e., balustrades, handrails, urns, furniture and fixtures, etc.
- Restoration repairs on the two exterior fountains

## Balboa Park Botanical Building & Gardens Phase 2 project Limits of Work ( See also Exhibit 1)





## **Desired timeline**

October 16, 2023 - RFP release date

October 23, 2023 Pre-proposal Site Walk **at 10AM south end of the Lily pond in Balboa Park**

October 30, 2023 - Submittal of any/all RFP questions by 5pm

(in writing via email to: [jackie@balboapark.org](mailto:jackie@balboapark.org)) to FBP

November 3, 2023 - FBP written response to all submitted questions

November 17, 2023 - Proposals due to FBP by 5pm PST

December 8, 2023 - Notification of selected consultant

December 18, 2023 Kickoff meeting

January 25, 2024 Consultant submits initial 60% Pergola, hardscape and electric plans to  
FBP and Parks & Rec.

February 1, 2024 Balboa Park Committee Workshop Botanical Building Exterior Garden  
Concepts

February 25, 2024 FBP and Parks & Rec. provide comments on 60% Pergola, hardscape and  
electric plans to Consultant

February 15, 2024 –Consultant submits draft Restoration Contractor Specification Guideline  
Report to FBP and Parks & Rec. (includes Historic Staff)

February 15, 2024 Consultant compiled public feedback workshop meets with FBP on concepts

March 5, 2024 Consultant submits revised 60% Pergola, hardscape and electric plans to DSD

March 15, 2024 – Consultant submits 60% Landscape CDs to FBP and Parks & Rec.

March 15, 2024 FBP start to Identify list of qualified historic restoration repair contractors.

March 30, 2024 -FBP and Parks & Rec. (includes Historic Staff review) give comments back on  
draft Restoration Contractor Specification Guideline Report

April 4, 2024 Balboa Park Committee Action Item on Landscape Concepts

May 1, 2024 Pergola, hardscape and electric plans 60% redline comments back from DSD

May 1, 2024 Consultant submits final Restoration Contractor Specification Guideline Report

May 1, 2024 City (Parks & Rec.) review of 60% Landscape plans complete

May 21, 2024 - Parks and Recreation and City Historic staff approve maintenance and repair  
work (under FBP SUP) of exterior fountains and other minor hardscape restoration, repair, and  
painting to begin per the Restoration Contractor Specification Guideline Report

May 22- June 15, 2024 FBP Solicit for competitive bids from qualified historic restoration repair  
contractors and hire historic restoration repair contractor.

June 15, 2024 90% Pergola, hardscape and electrical plans submitted to DSD, FBP, and Parks & Rec.

August 30, 2024 - Exterior fountain restoration repair work complete

July 1, 2024 90% landscape and irrigation plans submitted to FBP and Parks & Recreation

August 15, 2024 90% Pergola, hardscape and electrical plans redline comments back from DSD and Parks & Rec.

September 1, 2024 Parks & Recreation review of 90% landscape and irrigation plans complete

September 1, 2024 Draft ROE for Construction of the Pergola and electric plan work started.

September 15, 2024 final landscape and irrigation plans complete ready for Bid

September 15, 2024 Final plans complete for pergola, hardscape and electric plans, submit for Permits.

September 30, 2024 Construction RFP for Pergola, hardscape and electric plans and Landscape and irrigation plans release date.

November 1, 2024 Landscape and irrigation work Kickoff (via FBP SUP)

November 30 Final ROE approved for Pergola, hardscape and electrical plan work.

December 1, 2024 Pergola, hardscape and electrical Kickoff meeting

In compliance with FBP's invitation for proposals, the undersigned has carefully examined the project scope of work, attended the pre-proposal meeting, and reviewed the project site.

The undersigned hereby agrees to furnish all deliverables, materials, labor, tools, equipment, apparatus, facilities, and transportation necessary to complete all work. Final graphic files will become the property of FBP upon completion of the work and final payments; this includes but is not limited to: PDF files, AutoCAD files, InDesign files, vector files, and all original formats that allow FBP to use and edit all or part of the graphics for future park needs.

### **Proposal Elements**

Proposals are required to include the scope for the entire work. Please include in the proposal a breakdown of proposed costs itemized within the following categories, as well as a total proposed project cost:

1. Project Research
2. Public Outreach Plan
3. Design Development 60% CDs
  - a. Pergola, hardscape & Electric
  - b. Landscape and Irrigation
4. Construction Documents 90%

- a. Pergola, hardscape & Electric
  - b. Landscape and Irrigation
- 5. Final Bid set Plans
  - a. Pergola, hardscape & Electric
  - b. Landscape and Irrigation
- 6. Bid support services

### **Relevant Experience and Technical Requirements**

Please provide a summary and any relevant examples, including images if available, of similar projects undertaken in the past. Consultant must be able to show successful completion of at least two (2) projects of similar scope and scale in quantity and quality. Consultant may include what interests them about this project and any particular experience they have had working in Balboa Park or other public parks-related projects and any other details that will help FBP understand their interest and experience.

Consultant shall meet the Secretary of the Interior's Standards for Archeology and Historic Preservation ([Click here for link](#)) and shall complete a National Environmental Protection Act (NEPA) Form for FBP and NPS review and approval.

### **Rejection of Proposals**

The undersigned agrees that Forever Balboa Park reserves the right to reject any or all proposals, and reserves the right to waive informalities in a proposal or proposals, not affected by law, if to do so seems to best serve the interest of Forever Balboa Park.

### **Validity of Proposals**

The undersigned agrees that this proposal will remain valid for sixty (60) days after the scheduled proposal opening date.

### **State and City Licenses**

The undersigned hereby certifies that they currently hold any and all relevant licenses required by the State of California and the City of San Diego and that the license(s) is(are) the correct class of license for the work described in the project drawings and specifications.

### **City Requirements**

If applicable, Requirements for Public Works Contracts, including small and local business program requirements, are in Municipal Code (Section 22.3101 and 22.3601), competitive bidding procedures are in City Charter (Section 94) and in Municipal Code (Sections 22.3106, 22.3107, and 22.3108). A listing of several other provisions are included in the list below.

The General Terms & Provisions template require Contractors to comply with City-mandated clauses throughout the duration of the Contract:

- Drug-Free Workplace Certification (Council Policy 100-17)
- Americans with Disabilities Act and State Access Laws and Regulations (Council Policy 100-04)
- Equal Opportunity Contracting (SDMC § 22.2704)
- Non-Discrimination (SDMC § 22.3512)
- Compliance Investigation (SDMC § 22.3514)
- Equal Benefits Ordinance (SDMC §§ 22.4301 through 22.4308)
- Living Wages (SDMC §§22.4201 through 22.4245)
- Prevailing Wages (SDMC §22.3019)
- Contractor Standards (SDMC § 22.3004(a))
- Noise Abatement (SDMC §59.5.0301)
- Service Worker Retention (SDMC §§22.2801 through 22.2806)
- Product Endorsement (Council Policy 000-41)
- Business Tax Certificate (SDMC §31.0121, SDMC §31.0142)
- Equal Pay went into effect as of January 1, 2018

All plans shall be prepared to City of San Diego design standards and reference documents listed at [Engineering Documents & References | Engineering & Capital Projects | City of San Diego Official Website](#)

### **Federal required statement**

"The views and conclusions contained in this document are those of the authors and should not be interpreted as representing the opinions or policies of the U.S. Government. Mention of trade names or commercial products does not constitute their endorsement by the U.S. Government."

### **Federal Regulations/Regulatory Requirements**

Contractors performing work under this contract must:

1. Meet the Secretary of the Interior's Professional Qualifications ([https://www.nps.gov/history/local-law/arch\\_stnds\\_9.htm](https://www.nps.gov/history/local-law/arch_stnds_9.htm)) for historic architect, archeologist, etc. [spell out qualifications]. For historic treatment specialists and supervisory personnel. Include list of completed projects with the location, scope of work and budget for each.
2. have demonstrated experience in working with the Secretary of the Interior's Standards

3. have completed no less than 3 projects of similar size on properties of similar historic significance

*2 CFR Part 182 & 1401, "Government-wide Requirements for a Drug-Free Workplace"*  
*2 CFR 180 & 1400, "Non-Procurement Debarment and Suspension", previously located at 43 CFR Part 42, "Government wide Debarment and Suspension (Non Procurement)";*  
*43 CFR 18, "New Restrictions on Lobbying";*  
*2 CFR Part 175, "Trafficking Victims Protection Act of 2000";*  
*FAR Clause 52.203-12, Paragraphs (a) and (b), Limitation on Payments to Influence Certain Federal Transactions;*  
*2 CFR Part 25, System for Award Management (www.SAM.gov) and Data Universal Numbering System (DUNS); and*  
*2 CFR Part 170, "Reporting Subawards and Executive Compensation".*

**Non-Discrimination.** All activities pursuant to this Agreement shall be in compliance with the requirements of Executive Order 11246, as amended; Title VI of the Civil Rights Act of 1964, as amended, (78 Stat. 252; 42 U.S.C. §§2000d et seq.); Title V, Section 504 of the Rehabilitation Act of 1973, as amended, (87 Stat. 394; 29 U.S.C. §794); the Age Discrimination Act of 1975 (89 Stat. 728; 42 U.S.C. §§6101 et seq.); and with all other Federal laws and regulations prohibiting discrimination on grounds of race, color, sexual orientation, national origin, disabilities, religion, age, or sex.

**Lobbying Prohibition.** 18 U.S.C. §1913, Lobbying with Appropriated Moneys, as amended by Public Law 107-273, Nov. 2, 2002 Violations of this section shall constitute violations of section 13 52( a) of title 31. In addition, the related restrictions on the use of appropriated funds found in Div. F, § 402 of the Omnibus Appropriations Act of 2008 (P.L. 110-161) also apply.

**Anti-Deficiency Act.** Pursuant to 31 U.S.C. § 1341 nothing contained in this Agreement shall be construed as binding the NPS to expend in any one fiscal year any sum in excess of appropriations made by Congress, for the purposes of this Agreement for that fiscal year, or other obligation for the further expenditure of money in excess of such appropriations.

**Minority Business Enterprise Development.** Pursuant to Executive Order 12432 it is national policy to award a fair share of contracts to small and minority firms. The NPS is strongly committed to the objectives of this policy and encourages all recipients of its Cooperative Agreements to take affirmative steps to ensure such fairness by ensuring procurement procedures are carried out in accordance with the Executive Order.

**Insurance**

The undersigned agrees to furnish certified copies of all insurance policies and endorsements; all certificates of comprehensive, general and auto liability insurance; Workers' Compensation insurance; and such other insurance that will protect them from claims for damages and personal injury, including death, which may arise from operations under the contract, whether such operation be by the undersigned or by any subcontractor of the undersigned, or anyone directly or indirectly employed by the undersigned or any subcontractor of the undersigned. The certified copies, certificates and additional endorsements, will be filed at the time of execution of the contract. All policies (excluding Workers' Compensation) shall name Forever Balboa Park as an additional named insured. All coverages shall be subject to approval by Forever Balboa Park for adequacy of protection.

**Inaccuracies or Misrepresentations**

If during the course of the administration of this agreement Forever Balboa Park determines that the Contractor has made a material misstatement or misrepresentation or that materially inaccurate information has been provided to Forever Balboa Park, this contract may be immediately terminated. If this contract is terminated according to this provision, Forever Balboa Park is entitled to pursue any available legal remedies.

**Designation of Subcontractors**

In compliance with the provisions of Section 4100-4108 of the Public Contract Code of the State of California, and any amendments thereof, the undersigned shall set forth below the name and street address of the mill, shop or office of each subcontractor who will perform work or labor, or render services to the Contractor in an amount greater than one-half of one percent (1/2 of 1%) of the total bid; and, the general category or the portion of the work to be performed by each subcontractor.

**Subcontractor Portion of Work****Location****Phone No.**

(Description of work to be performed)

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**Non-Collusion Affidavit—Principal Contractor**

The undersigned has submitted with the proposal a notarized non-collusion affidavit for the principal contractor. The undersigned agrees to furnish Forever Balboa Park notarized non-collusion affidavits for subcontractors, and states that this is a genuine proposal and is neither

collusive nor made in the interest of any other person, and has not induced anyone to submit a sham proposal or bid or refrain from bidding.

The undersigned declares that the only person or parties interested in this proposal as principals are those named herein; that this bid proposal is made without any connection with any other person or persons making a bid for the same work, except for another division of the undersigned which may submit an independent bid; that the bid is in all respects fair and without collusion or fraud; that the undersigned has read the Advertisement for Bids and the Instructions to Bidders, and plans and specifications package and agrees to all the stipulations contained therein; that the undersigned has examined the form of contract (including the specifications, drawings, and other documents incorporated therein by reference); that in the event this bid as submitted, including the incorporated bidding documents, be accepted by Forever Balboa Park, the undersigned shall execute a contract to perform the work as outlined herein.

If undersigned is a corporation, the proposal must be signed by an authorized officer of the corporation. This Bid Proposal must be accompanied by a document evidencing such officer is authorized to sign. Check One:

- ( ) Sole Proprietor
- ( ) Partnership
- ( ) Corporation
- ( ) Other

Name of Bidder \_\_\_\_\_

Address \_\_\_\_\_

\_\_\_\_\_ Phone \_\_\_\_\_

Relevant License No. \_\_\_\_\_ Primary Class \_\_\_\_\_

Expiration Date of License \_\_\_\_\_

Social Security No. or Federal Employer ID No. \_\_\_\_\_

*I declare under penalty of perjury the above is true and correct.*

Authorized Signature: \_\_\_\_\_ Title: \_\_\_\_\_

Print Name: \_\_\_\_\_ Date: \_\_\_\_\_

**LIST OF EXHIBITS**

Exhibit 1: Project Limits of work

Exhibit 2: Historic Photographs

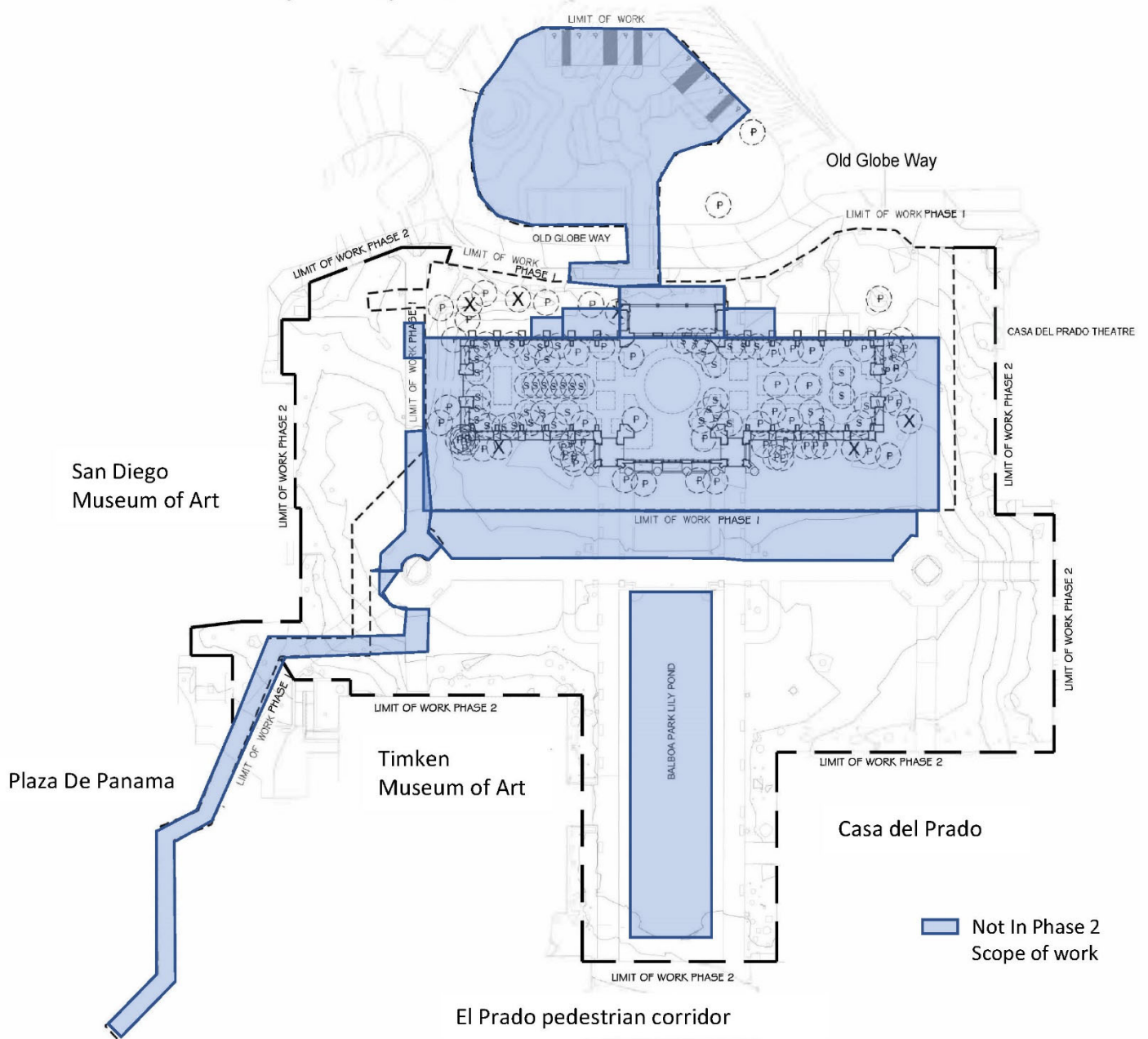
Exhibit 3: Secretary of the Interior's Professional Qualifications Standards



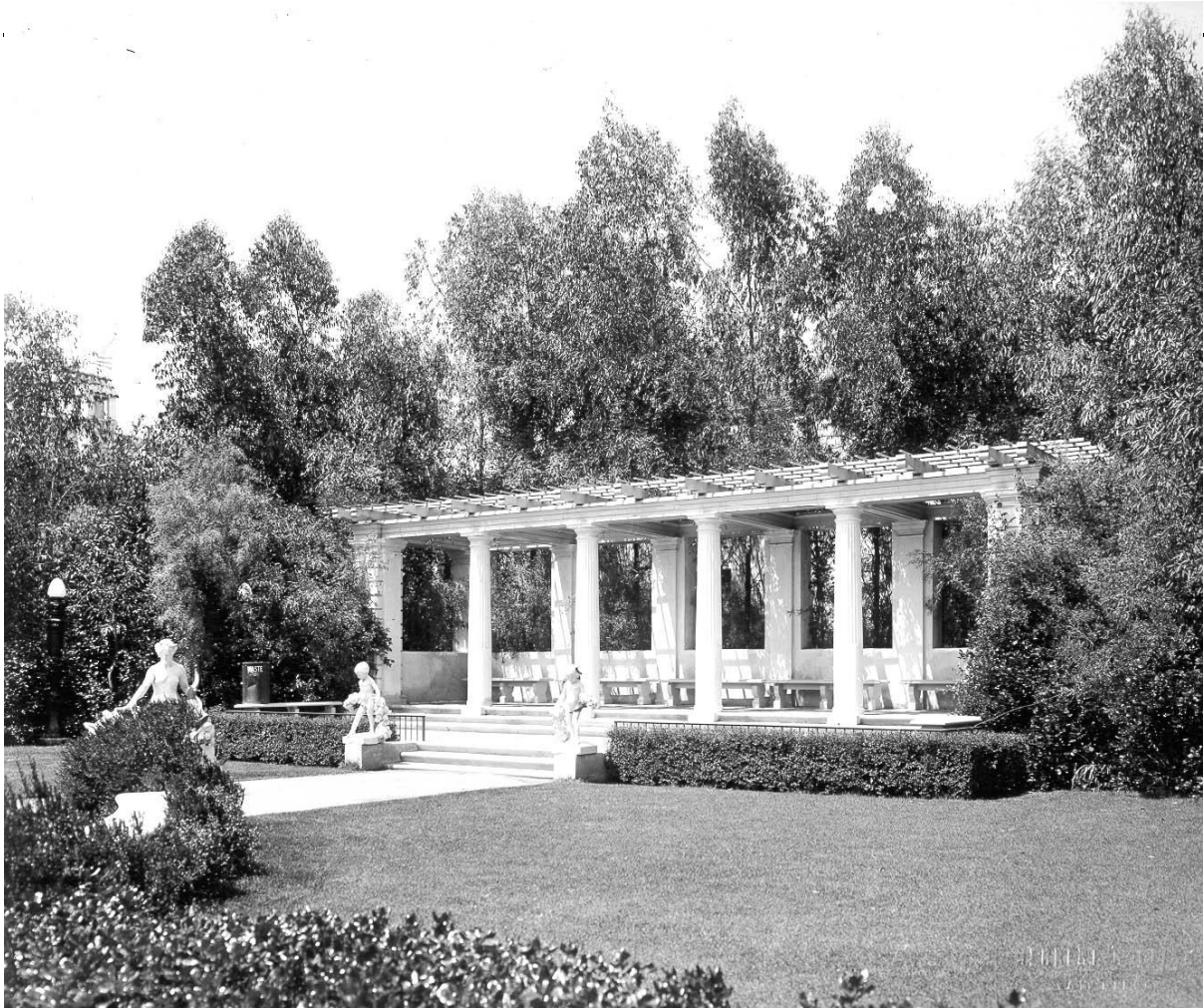
## Exhibit 1 Project Limit of Work

2

San Diego Zoo Parking Structure



**Exhibit 2: Historic Photos**









### **Exhibit 3**

## **Secretary of the Interior's Professional Qualifications Standards**

Defined As: Must include one of the following discipline categories:

### **History**

The minimum professional qualifications in history are a graduate degree in history or closely related field; or a bachelor's degree in history or closely related field plus one of the following:

1. At least two years of full-time experience in research, writing, teaching, interpretation, or other demonstrable professional activity with an academic institution, historic organization or agency, museum, or other professional institution; or
2. Substantial contribution through research and publication to the body of scholarly knowledge in the field of history.

### **Or: Archeology**

The minimum professional qualifications in archeology are a graduate degree in archeology, anthropology, or closely related field **plus:**

1. At least one year of full-time professional experience or equivalent specialized training in archeological research, administration or management;
2. At least four months of supervised field and analytic experience in general North American archeology; and
3. Demonstrated ability to carry research to completion.

In addition to these minimum qualifications, a professional in prehistoric archeology shall have at least one year of full-time professional experience at a supervisory level in the study of archeological resources of the prehistoric period. A professional in historic archeology shall have at least one year of full-time professional experience at a supervisory level in the study of archeological resources of the historic period.

### **Or: Architectural History**

The minimum professional qualifications in architectural history are a graduate degree in architectural history, art history, historic preservation, or closely related field, with coursework in American architectural history; or a bachelor's degree in architectural history, art history, historic preservation or closely related field plus one of the following:

1. At least two years of full-time experience in research, writing, or teaching in American architectural history or restoration architecture with an academic institution, historical organization or agency, museum, or other professional institution; or
2. Substantial contribution through research and publication to the body of scholarly knowledge in the field of American architectural history.

### **Or: Architecture**

The minimum professional qualifications in architecture are a professional degree in architecture plus at least two years of full-time experience in architecture; or a State license to practice architecture.

### **Or: Historic Architecture**

The minimum professional qualifications historic in architecture are a professional degree in architecture or a State license to practice architecture, plus one of the following:

1. At least one year of graduate study in architectural preservation, American architectural history, preservation planning, or closely related field; or
  2. At least one year of full-time professional experience on historic preservation projects.
- Such graduate study or experience shall include detailed investigations of historic structures, preparation of historic structures research reports, and preparation of plans and specifications for preservation projects.