CITY OF OXFORD REQUEST FOR PROPOSALS:
HISTORIC PRESERVATION DESIGN GUIDELINES UPDATE
Questions & Answers

In the RFP document, under Submittal Requirements and Deliverables, Item I. Budget (fourth page) contains an incomplete sentence ("This budget should include…") Could you please provide the complete text intended under that item?

The budget should include travel needed for the project, including necessary visits to Oxford for the three public meetings described in "Scope of Services".

Can you please provide a copy of the sample contract including the Supplemental Terms and Conditions referenced in the RFP as Item 7. Under Conditions of Participation (fourth page)?

These items were mistakenly included in the RFP. Please strike items 7 & 8 from the "Conditions of Participation" section.

Could you please provide the complete budget that the City anticipates will be available for this project (how much the City plans to contribute, plus the funding amount by the MS Department of Archives and History, and any other funding sources, if applicable)?

The City was awarded a matching grant of $7,500 from MDAH. The total budget is $15,000.

In addition to guidance for alternate materials and the post-war architecture, are there any other contemporary issues that need to be addressed?

Other goals for the new Guidelines include expanding and clarifying demolition practices, and to make the Guidelines more image-based.

Has the city officially adopted the updated historic district boundaries and inventory?

Yes. The City underwent a re-survey of all locally designated resources that concluded in 2021. The updated boundaries of the three local districts (North Lamar, South Lamar, and Courthouse Square).

The existing guidelines are about 200 pages as a pdf/printed document, is this a user-friendly format and length for the community needs?

The hope is that the Guidelines contain all of the necessary information, but in a more user-friendly format. Since their adoption in 2011 the way that we consume information has changed drastically. As a whole, we believe the current guidelines adequately help us achieve our desired design goals. However, they are cumbersome to navigate in their current format and graphics and illustrations could help better communicate their intent to users.

So what is the time frame for completion of the guidelines?

Under the terms of the grant the project must be completed and submitted to MDAH by no later than August 1, 2024.

Do you have dates set for community meetings already.

Those dates have not been scheduled and will be chosen by the City of Oxford and the chosen Consultant.