



**Preservation Commission Meeting Agenda
August 27, 2025 - 5:30 PM
City Council Chambers, City Hall, 3rd Floor,
1528 Third Avenue, Rock Island, IL**

1. Call to Order

2. Roll Call

3. Public Comment

4. Minutes

- a. Approval of the June 25, 2025 Meeting Minutes
 - Motion: Move to approve the June 25, 2025 Meeting Minutes
 - VV Voice vote is needed.

5. Public Hearing

- a. Public Hearing 2025-01: Landmark Application for 516 23rd Street
 - Motion: Motion whether or not to approve the application and designate the Joseph Cameron House at 516 23rd Street a local landmark subject to the Preservation Ordinance.
 - RC Roll Call vote is needed.

6. Other Business/New Business

- a. Recommendation on contract award for the Historic Design Guidelines.
 - Motion: Motion whether or not to recommend that the City Council award the contract to McGuire Igleski & Associates, Inc. for an amount not to exceed \$15,492.00.
 - RC Roll Call vote is needed.
- b. Upcoming Historic Preservation Commissioner Training Series

7. Adjourn

This agenda may be obtained in accessible formats by qualified persons with a disability by making appropriate arrangements from 8:00 am to 5:00 pm, Monday through Friday, by contacting the City Clerk's Office at (309) 732-2010 or visiting in person at: 1528 Third Avenue, Rock Island, IL 61201.

Rock Island Historic Preservation Commission Minutes

City Council Chambers, 3rd Floor

1528 3rd Avenue

June 25, 2025

5:30 PM



Voting Members Present	Diane Oestreich Alan Carmen Jeff Dismer Addison Kimmel Mark Schwiebert Bruce Peterson Estlin Fiegley
Voting Members Absent	Linda Anderson Zach Campbell
Staff Present	Eunice Amissah-Mensah Tanner Osing

Call to Order and Roll Call

Chair Oestreich called the meeting to order at 5:31 PM.

Public Comment

None

Approval of the Previous Meeting Minutes

Schwiebert moved to approve the meeting minutes for March 26, 2025. Kimmel seconded the motion. The motion carried on a vote of 7 to 0.

Other Business/ New Business

Workshop Discussion

Staff informed the Commission that the City was awarded an \$18,200 CLG grant to update historic design guidelines for residential and commercial properties. Staff discussed the process and timeline for the project.

Staff also informed Commissioners that the City Council approved the River Edge Zone, which includes significant incentives for historic preservation.

Staff and the Commission also discussed the new Port District and an upcoming webinar hosted by the National Alliance for Preservation Commissions.

Commissioners raised concerns over outdated landmark lists and missing links on the City’s website. Staff acknowledged this as a known issue, and something that they are working to update.

The Commission also discussed various topics, including landmark nominations for Rock Island City Hall and the Rock Island County Office Building; a RIPS tour of the Argus Building; the statuses of the Best Building and Old Rock Island-Milan School District Admin Building; and the Centennial Bridge project.

Adjournment

Chair Oestreich called for a motion to adjourn the meeting. Schwiebert moved to adjourn the meeting. Fiegley seconded the motion. The meeting adjourned at 6:33 PM.

Minutes submitted by Eunice Amisah-Mensah.

DRAFT

Memorandum



To: Rock Island Preservation Commission
From:
Subject: Public Hearing 2025-01: Landmark Application for 516 23rd Street
Motion: Motion whether or not to approve the application and designate the Joseph Cameron House at 516 23rd Street a local landmark subject to the Preservation Ordinance.
RC Roll Call vote is needed.
Date: August 27, 2025

Introduction and Background Information:

An application to designate the Joseph Cameron House at 516 23rd Street was submitted by Diane Oestreich to the Rock Island Historic Preservation Commission. The nomination notes that the house is an excellent example of the classic front-gabled Italianate. The home is typically Italianate with ornate windows and doors and its original walnut staircase. Additional architectural details, both exterior and interior, are explained in the nomination.

The applicant argues that the building should be designated a landmark under criteria 2, 3 and 5 described in the Preservation Ordinance. As a structure associated with an important person, exhibits a distinguished architectural style, and possesses a unique location and physical characteristics, it proves to be significant. The application provides more detail on those three points.

The Preliminary Determination Subcommittee met on July 2 and reviewed the application. They determined that the application is complete and further recommended that the Preservation Commission vote to approve the application, thus designating the Joseph Cameron House a local landmark subject to the City's Preservation Ordinance. The owner, Thomas Hergert, has approved the proposed designation.

Previous Council Action (if any):

Budget Impact:

Additional Information as applicable (i.e. provide alternative options, community or staff input, staffing impact; resident impact; etc.):

Council Goal (if applicable):

Recommendation:

The Community Development Department recommends that the Preservation Commission approve the landmark application and designate the Joseph Cameron House at 516 23rd Street a locally designated landmark property subject to the Rock Island Preservation Ordinance.

Submitted by: Eunice Amisah-Mensah, Urban Planner

Approved by:



Rock Island Preservation Commission
Rock Island Landmark Application

For office use only:

Case # _____

Date: _____

Time: _____

For more information, please refer to Section 6 of the Rock Island Preservation Ordinance (hard copy) or Section 11-111 in the Rock Island Code of Ordinances (www.rigov.org).

Please contact city staff for additional assistance.

Address of Nominated Property: 516 23rd Street

Name and Address of Property Owner: Thomas Hergert

516 23rd Street. Rock Island IL

Is Owner Aware of Proposed Designation: Yes No

Please attach a short report setting forth the reasons for requesting designation. A list of details you should attempt to provide in the report is available at Rock Island City Hall or on the city's web site at <http://www.rigov.org/citydepartments/ced/howtobecomealandmark.html>. This web site also contains research resources.

Please circle the criteria under which you are nominating this structure. At least one must be marked, although multiple criteria are encouraged. Supporting documentation for each criterion must be provided in the report.

- Significant value as part of the heritage of the nation, state or community.
- Associated with an important person or event in national, state or local history.
- Representative of an architectural and/or landscape type, which exemplifies a period, style, craftsmanship, method of construction or use of local materials, and retains a high degree of integrity.
- Notable work of a master builder, designer, architect or artist.
- Identifiable as a familiar visual feature in the community, owing to its unique location or physical characteristics.
- Its character as a particularly fine or unique example of a utilitarian structure such as a barn, gas station, or other commercial structure with a high level of integrity or architectural significance.
- Area that has yielded or is likely to yield information important to history or prehistory.

Please also attach the following:

- 1) Legal description of property (available from abstract or Rock Island County Recorder of Deeds office). Most recently filed deed must be attached.
- 2) One photograph of each elevation (side) of the property being nominated. Copies of old photographs or drawings may also be included.
- 3) Sources used to write the report.

Applicant Information: Diane Oestreich

Name (Please print) _____ Signature: _____

Organization: Rock Island Preservation Society, P.O. Box 3261, Rock Island 61204

Address: 816 22nd Street, Rock Island, 61201 Telephone: 309-788-1845

E-mail: blueskies78900@yahoo.com

Return application to address on this letterhead.



Planning & Redevelopment Division
Community & Economic Development Department
City of Rock Island

1528 3rd Avenue
Rock Island, IL 61201
(309)732-2900 phone / (309)732-2930 fax
planning@rigov.org
www.rigov.org

Legal Description (REF 1)

Commencing at the SE corner of out Lot Number 10 in the E $\frac{1}{2}$ of the SE $\frac{1}{4}$ of Sec. Number 35 in Twp. Number 18 N., R. Number 2 W. of the 4th P.M., according to the Assessor's Plat of A.D. 1864 of Record in the Recorder's Office of Rock Island County in Book Number 2 of Plats on page 39 thereof, for a point of beginning; thence running N. along the E. line of said Out Lot Number 10, a distance of 57 feet; thence running W. parallel with the N. line of said Out Lot, a distance of 142 feet; thence running S. parallel with the E. line of said Out Lot, a distance of 57 feet; and thence running E. a distance of 142 feet, more or less, to the place of beginning.

Nomination Criteria

The Joseph Cameron House at 516 23rd Street is worthy of landmark designation based on three criteria in the Rock Island Preservation Ordinance.

Criteria 2: Associated with an important person or event in national, state or local history.

Joseph Cameron and his immediate family spent most of their adult lives in Rock Island, many in this home. He was born near Newcastle, PA, in 1823 and came to Rock Island in 1844. Although once a farmer, he changed careers when he came here, and became a millwright and later a carpenter specializing in ship and bridge building. That may have led to his employment in the late 1860s as a riverboat captain. In March, 1880, he replaced Capt. Marcus Henderson as captain of ferryboat Rock Island. He headed a series of Rock Island-based ferry boats as well as other navigation on the Mississippi. He was the first captain of the ferry J. W. Spencer. He would remain a ship captain until his retirement in 1895.

Criteria 3: Representative of the distinguishing characteristics of an architecturalstyle inherently valuable for the study of a period, style, craftsmanship, method of construction or use of indigenous materials and which retains a high degree of integrity.

The Cameron House is a classic front-gabled Italianate, which is rare nationally, but well represented in Rock Island. The construction date is estimated based on City Directory and Census information, but the date is clearly within Rock Island's Italianate era. It has a very high degree of integrity as well.

Moreover, it is reflective of the work of Isaac Holmes, architect, who is documented to have designed some of our other front-gabled brick Italianates. Although reportedly built by Peter Farrell, a mason, John Volk, a contractor who is credited with other Italianates, Farrell may have been a subcontractor, as Volk was primarily noted for carpentry. Although the actual workmen are not documented, this home reflects masterful accomplishments of skilled craftsmen, both inside and out. This mid 1870s construction changed the face of this city for many decades and the front gabled Italianate is one of the most beautiful residential contributions.

Criteria 5: Identifiable as an established and familiar visual feature in the community owing to its unique location or physical characteristics.

Surrounded as it is by three Rock Island landmarks (Beardsley House, 536 23rd Street; Haverstick House, 544 23rd Street; White House, 605 23rd Street), the home next door listed on the Significant Structures list (Speidel House, 524 23rd Street), as well as another important home the S. S. Davis house at 541 23rd Street, this clearly contributes to the context of one of the most important architectural blocks in the Broadway Historic District and in the City of Rock Island.

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Property History (REF 1, REF2)

This area was entered as US territory in 1836, but it wasn't until 1841 that President John Tyler sold 126 acres to John and Roswell Spencer. Roswell immediately sold half of the acreage to his brother John who, with wife Eliza, turned around and sold 29 acres to Jonah Case, who then sold the land, in 1853, to Wm Bailey and James Boyle. All of these names are recognizable as early settlers in the county.

In 1853, Spencer, Bailey, and Boyle sold .85 acres to Joseph L. Cameron and, in 1855, that area was subdivided and platted. Note the use of historic street names. The lot where 514 would be built is identified as Outlot 8 on Broadway (23rd Street).



Joseph and wife, Lucinda, would sell off parts of these lots, but retained Outlot 8. Cameron also acquired more land along Dock (22nd) Street so that the lots would extend from Broadway to Dock.

The property history of 514 shows little activity—no sales, mortgages, etc., until 1890 when a Special Assessment was levied by the city for “improvement” of 23rd Street. Whether this means the initial paving is not clear.

Often construction dates can be inferred by mortgages or sales. However in this case, it is impossible to determine when the house was built from that information. The construction date will be discussed later in this nomination.

Joseph Cameron died in 1909, and his estate was passed to his nine children, six from his first marriage to Lucinda Wakefield, and three from his second marriage to Clara Hardy. Clara received the house which led to some disagreements with his six older children who did not wish to sign off on the estate disposition.

Fig. 1. Plat Map from Abstract, 1855

Eventually Clara and the will prevailed, and Clara remained in the house until her death in 1935. At that time the only heirs were Clara's family, none Joseph's children from his first marriage.

The second owners of the house were Russell and Margery Cook who added rental apartments. Margery died in 1970 and Russell died in 1980. His estate was not formally closed until 1986 although the house was sold to a McDonnell family. At this time there were multiple apartments and the interior had been seriously compromised with little sensitivity to the historic character. Finally, in 1992, the current owner made an offer to purchase, which was accepted. Restoration, inside and out, has been ongoing since that time and has resulted in the beautiful home we see today.

Joseph Cameron & Construction (Sanborn Maps Ref 3)

According to his obituary (REF 4), Joseph C. Cameron was born near Newcastle, PA, in 1823 and came to Rock Island in 1844. Although he had been a farmer, he changed careers when he moved west to the pioneer area of Rock Island. Here, he became a millwright and later a carpenter specializing in ship and bridge building. That may have led to his employment in the late 1860s as a riverboat captain. In March, 1880, he replaced Capt. Marcus Henderson as captain of ferryboat Rock Island. He headed a series of Rock Island-based ferry boats as well as other navigation on the Mississippi. He was the first captain of the ferry J. W. Spencer. He would remain a ship captain until his retirement in 1895.

Cameron was also active in the community and even became an alderman.

His first wife, whom he wed shortly after coming to Rock Island, was Lucinda Wakefield. She died on November 10, 1880 (REF 5) at age 58, leaving six surviving children. Her funeral was from their home. On March 9, 1882, Joseph “quietly” married Clara Hardy, and, at the time of Joseph’s death on November 11, 1909, they had three surviving children together. Clara lived in this house until her death, June 26, 1935 (REF 2, REF 6).

One interesting happening occurred a few years after Clara and Joseph’s marriage. The Argus of January 5, 1886, reported that, “A handsomely dressed baby was left on the doorstep of the Cameron house on 23rd Street last night about 6 pm. A note said it (sic) had been born on December 29.” The Cameron’s reportedly had “given it to the postmaster.”

Several newspaper notes, especially from the Rock Island Daily Union, mention Joseph Cameron constructing buildings on his properties. In his earliest days, City Directories 1867-1873 show him living on the east side of Dock Street (22nd) in the 500 block. His brother, Allen, also a carpenter, lived with him. By 1876, the City Directory lists Joseph at 76 Broadway, or 23rd Street.

The Daily Union of May 11, 1871 has Jos. Cameron “making improvements on his Dock Street property.” This may be a now-demolished house directly behind his future 23rd Street home. By December 16, 1873, the Union noted that Cameron “was planning to put up a new residence on Broad (sic) Street.” The same paper reported that Thomas Plummer was planning a new residence on the corner of Broadway and Highland (5th Avenue) that would be near Cameron’s new dwelling.

Through 1874, the Union kept tabs on Cameron’s construction noting, on February 26, 1874 that teams were hauling rock from Mrs. Barnes’ quarry for the foundation. In June it was reported that Cameron had a new residence on Broadway—but on August 11, it was stated that, “Peter Farrell has begun work on Joe Cameron’s new residence on Broadway.” That same issue said that Charles Hansgen was having a new residence built on Madison Street (20th Street). This is today’s 848 20th Street. On October 1, it was restated that Joe Cameron, ship carpenter, is building a new brick home on Broadway between Highland and Cable (6th Avenue) .

Although there are seeming inconsistencies in what was built and when, it is clear that a construction date of 1874 can be accurately ascribed to 516 23rd Street.

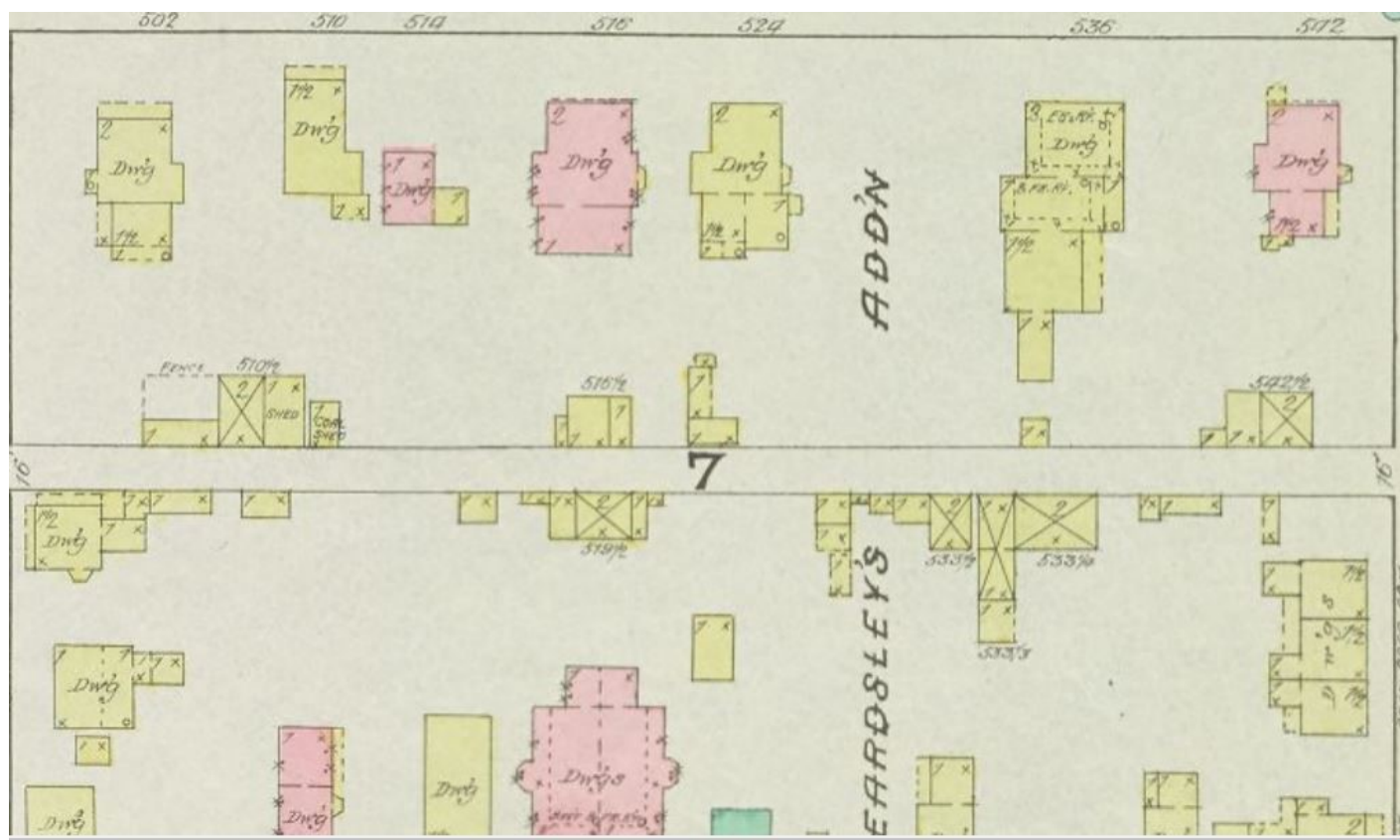


Fig. 2. 1886 Sanborn Map

The 1886 Sanborn Fire Insurance Map above, the earliest available, shows the completed block between 22nd (bottom) and 23rd (top) Streets with 5th Avenue on the left and 6th Avenue on the right. It is believed that Cameron owned both 514 and 516 23rd as well as the 22nd Street lots directly behind them. The pink color on Sanborns indicates masonry construction (brick in this case) while the number of stories is written on the top. 516 has two stories in front and a single story at the back. Behind 516 is another small dwelling—indicated here as 516 1/2. Note the home at 524 23rd Street. This a frame (yellow color on Sanborns) front-gable Italianate and dates to at least 1873 when owner Conrad Speidel appears in City Directories.

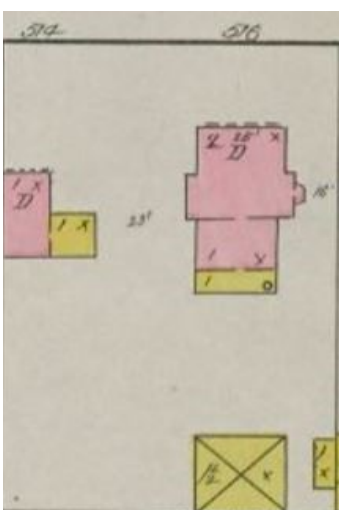
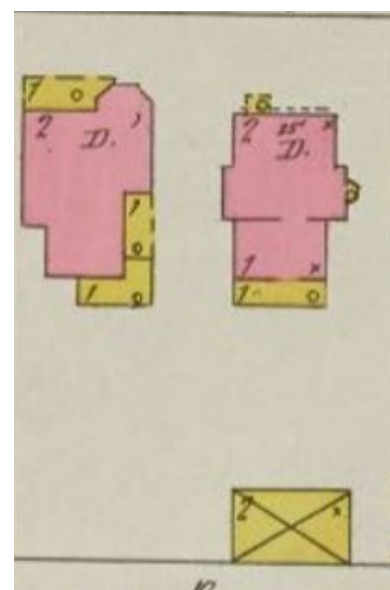


Fig. 3. 1892 Sanborn Map

Fig. 4. 1898 Sanborn Map

By 1892 (left) the structure at the back of the lot at 516 has been replaced by a 1-1/2 story frame barn (barns are indicated by the X), and a full-width enclosed porch has been added at the rear. (dotted lines indicate open porches; closed porches are solid lines.)



The 1898 Sanborn (right) shows that 516 is the same but 514, which Cameron apparently owned, has been greatly expanded or newly constructed. Perhaps the small brick structure was demolished first. This expansion occurred before 1894 when the November 15 Argus reported that Robert Wagner had wed Thekla Klug and they would live in the “recently constructed handsome dwelling of Capt. Joseph Cameron on 23rd Street.....which has been handsomely furnished throughout by the groom.” This is, of course before Wagner would build his own landmark home at 904 23rd Street.

The 1906 Sanborn map at left is identical to the 1898 one except that a small open porch or storage area had been added to the barn.

Fig. 5. 1906 Sanborn Map

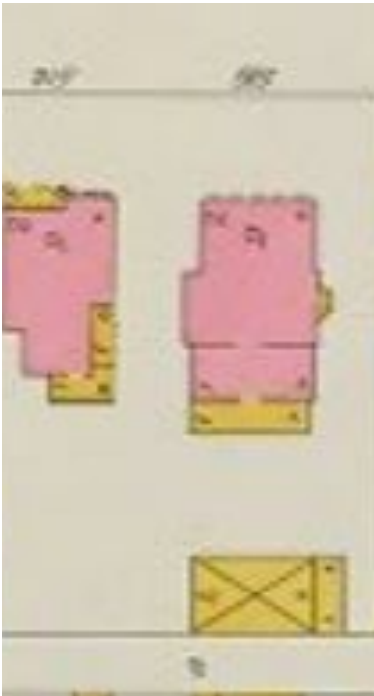


Fig. 6. 1957 Sanborn Map

By 1957, right, the barn is gone and garages have been added to both 514 and 516.

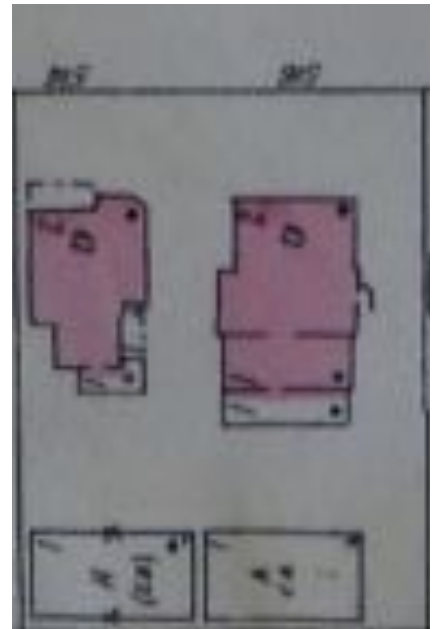
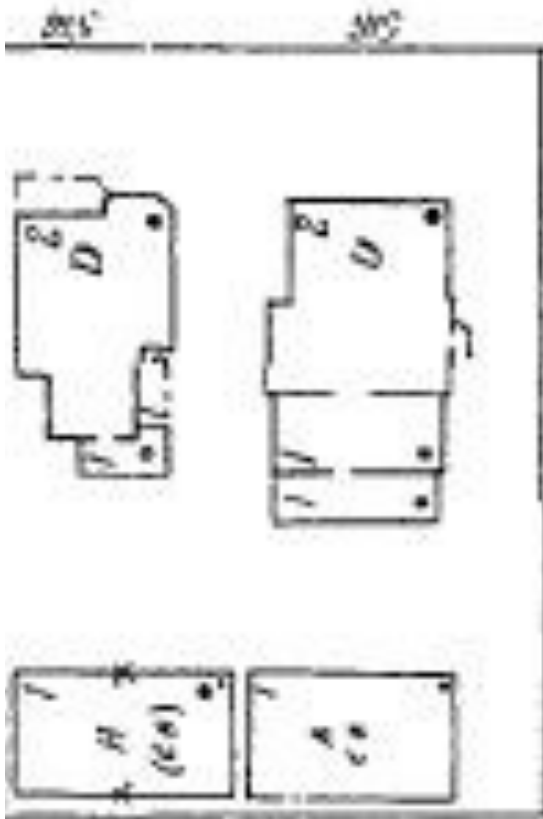


Fig. 7. 1969 Sanborn Map

The map updated to 1969 (right) shows both homes unchanged.



Architecture

The Cameron House is an excellent example of the front-gabled Italianate style. Because it is the most common form of Italianate in Rock Island, we tend to take the style for granted. However nationally the style is rare, representing only about ten percent of Italianate homes. More typical are box-like with various combinations of hipped roofs. It's said that the front-gabled subtype was especially popular on narrow lots in large cities. (REF 6) Yet in Rock Island, we find many of these brick front-gabled homes on nicely sized lots. We can only assume that it was popular here because it was so attractive.



Fig. 8. Front of House

The front of the house is typical in its simplicity, but features outstanding detail. A wide gable with massive brackets interspersed with correspondingly large dentils frame a circular attic window. Stone window lintels are formed in a drapery effect. The original windows are double-hung throughout and have been rebuilt by the owner, who has also created new wood storm windows. The front double doors are framed by a shallow, rounded roof portico that is supported by massive brackets.

The doors themselves each have long double windows with four panels beneath. They were recreated by the owner because the original doors, although present, were too deteriorated to be reused. These are identical. The brick exterior has never been painted, and the trim paint is complementary gold, green, and red.



Fig. 10. North Side

The north side has a mostly blank brick wall at the front that accommodates the interior stairway. That wall is then interrupted by a gable identical to the one on the front with a round attic window and paired windows beneath. The massive brackets continue. The low stone foundation is apparent in this view. Toward the rear, a one-story wing can be seen.



Fig. 9. Front Door



Fig. 10. South Side from back

On both the north and south, the cross gables top a small extension of the main building. The south side of the house is similar to the north in its highly ornamented gable with brackets and a round window. However the front section on the south contains windows instead of a plain brick wall and the gabled portion features two windows on the second story and a three-sided bay on the south. The single story rear wing has one window on the south.

The west side (back) once again has a detailed gable with round window at the roof. Below, the single story wing has a gabled roof with angles parallel to the top gable, but this lower roofline is unornamented. It contains a single double hung window at the second story level and three windows and a door at the first floor.

Fig. 11. West Side, Back

A back porch runs the full width of the wing. The porch has square chamfered columns decorated with Victorian-style brackets and a sawn wood balustrade. This porch has been reconstructed and is not original to the house, according to the 1886 Sanborn, but a full width back porch did appear on Sanborn maps by 1892.

When purchased by the current owner, the porch had been enclosed with only the shed roof and floor being vintage. He removed the walls, reopened it, and added appropriate to the period columns and balustrade. Note that the foundation extends completely under this porch.



Fig. 12. Garage, yard side

Behind the house, there is a four car garage of concrete block. The gabled roof has shingles in the upper portion and includes a round vent added by the owner. The blocks are plain with a smooth surface. The owner has begun to cover them with brick to match the house. There are two modern garage doors on the north alley side and four short windows and a door are on the yard side. Throughout its history, Sanborn maps show an outbuilding in this location.

However the current configuration is newer, probably dating from the apartment use.



Fig.13. Garage, alley side (left)

Fig.14. Staircase (right)

The interior of the house, although not protected by Landmark status has been largely restored after decades of changes to accommodate rental units.

The original walnut staircase is typical of Italianate homes of the era.

Balusters are octagonal rather than turned as is the newel post, although both feature turned areas. The staircase gracefully winds to the second floor, following a curved wall and incorporating trapezium stair treads. As is typical, the stair treads and risers are not walnut.



Fig.15. Newel Post (left)

The hallway flooring incorporates stripes of walnut and possibly butternut, a lighter color wood.

Fig. 16. Fireplace Mantel (right)

The fireplace mantel, too, is typical of Italianate homes of the era. It is constructed of gray marble, then faux painted to create a black and reddish brown marble surface. The top is curved and the fire box is arched. As common, the firebox is small, indicating the house was heated by stoves—or even a central boiler fed by wood or coal.



Context

All of Rock Island's front-gabled Italianates that have been documented date from the mid 1870s and all are red brick, most never painted. The brick may be why they have endured with minimal changes—there may have been more front-gabled Italianate frame homes but they have become unidentifiable because of siding and window changes. A notable exception is the frame front-gabled home next door at 524 23rd Street. After the 1870s, front-gabled frame homes with similar floor plans that can be considered Italianate-influenced were popular, but without the extensive detailing that is seen in our 1870s homes.

Despite their seeming similarities—certainly in massing—stylistic characteristics of our front-gabled brick homes vary. Some have with massive brackets, often paired, beneath the roofline. Some homes have ornamental frieze boards. Fretwork gable decorations exist, too. Originally these would have a matching finial extending from the top of the gable peak. Window headers have distinctive shapes, usually a segmented arch, but circular and flattened arches can be seen. The ornamental headers can be stone, colored brick, or even just painted brick. Attic gable windows typically have a distinctive shape.

Front elevations are asymmetric with the main entrance, often containing paired doors, to one side. Except for some corner lots, this door is toward the north. In some cases, there may be a wide but narrow front porch with decorative chamfered columns and brackets. Much smaller but equally ornate porches are more common, and ornate hoods, as at the Cameron home, are also a frequently seen feature.

Who is responsible for designing and building these brick homes? The only architect practicing in Rock Island and Moline at that time was Isaac Holmes, who opened his office in 1869 and died in 1881. (See addendum for more info on Holmes). We know that he designed the Star Block and the original Bengston Block (now gone) in Rock Island, and perhaps the Model Printers building in Moline.

However the few homes that can be definitely ascribed to Holmes, primarily based on Rock Island Daily Union one-line notices, have disappeared. The only remaining home is the landmarked Sweeney House (816 20th Street), which Holmes reportedly designed in 1874. However the nearly identical and also landmarked Hansgen House (848 20th Street) did not have an architect, based on private communication with a Hansgen direct descendent, Madeline Isaacson, circa 1984. She did, however, say that contractor John Volk was the builder and used “day labor.”

Did the various skilled contractors and their workmen simply copy each others designs with different decorative effects? Or did Architect Holmes design many of these homes, by modifying a basic plan? Since his plans don't exist and since, with rare exceptions, the only information is one-line newspaper notes, it's impossible to say.

According to an Rock Island Residential Neighborhoods, 1835-1899, published 1999, by Jim Jacobsen (REF 8), Rock Island contains the following front gabled Italianates:

2305 12th Street	
2345 12th Street	533 30th Street
602 18th Street	544 30th Street
816 20th Street	1210 4th Avenue
848 20th Street	2607 13th Avenue

Brick Front Gable Italianates, from Google Maps



602 18th Street



533 30th Street



816 20th Street



848 20th Street



544 30th Street



1210 4th Avenue



2607 13th Avenue



2305 12th Street



2345 12th Street

References

- REF 1. Abstract for 516 23rd Street
- REF 2. Various Rock Island City Directories
- REF 3. Rock Island Sanborn Fire Insurance Maps; Library of Congress OR University of Illinois Archives
- REF 4. Argus, November 11, 1911
- REF 5. https://www.findagrave.com/memorial/187318916/lucinda_marcella- Cameron
- REF 6. https://www.findagrave.com/memorial/126846165/clara_h- Cameron
- REF 7. McAlester, Virginia & Lee, "A Field Guide to American Houses," Alfred A. Knopf; 1996
- REF 8. <https://rigov.org/846/Residential-Neighborhoods-1835-1955>
- REF 9. From Janet Pease' index of newspapers at RICHS

Addendum—Isaac Holmes, Architect (REF 9)

From 1876 Hollands City Directory (from Star Block Landmark nomination)

Star Block built in 1874 from plans by I. N. Holmes. He was also the architect for the Harper House hotel across the street. In an ad he is credited with Masonic Temple, (presumably RI), Moline H. S. and Methodist church in Galesburg and German Methodist church in Pekin, IL.

Note: Before "new" temple, since 1875, the Masonic Temple had been located on the third floor of a bank building on 18th Street at Second Avenue.

From 1876 Hollands directory:

He remodeled Judge Lynde's on Buffalo & Orleans St. (16th St, 3 Ave); his assistant is Ben Gartside.

Also did Bengston Block, Moline H. S., Galesburg Methodist Church, German Methodist church in Pekin, Daily Union, 25 Mar 1870: I. N. Holmes is arch. for Alfred Williams on Moline bluff (10th Ave east of 8th St) (hospital area, gone?)

Daily Union, 30 Mar 1870: Gregory Brown of Zuma twp will build new home; Holmes is arch.

RI & Moline Daily Union, 25 Mar 1869 : I. N. Holmes of La Porte, an architect, has rented an office on Illinois Street

RI & Moline Daily Union, 14 Aug 1869: New residence of Mrs. James Boyle on lot at the corner of Broadway (23rd St) and Highland(5th Ave) immediately at head of Moline Ave. Holmes is architect; W.F. Gilmore is contractor. (Note – in 1881 CD, James Boyle lived at about 422 23rd Street; house now gone)

RI & Moline Daily Union, 15 Dec 1869: I. N. Holmes is architect of new Trinity Church rectory. Holmes office is near Orleans (3rd Avenue) and Buffalo (16th Street)

Daily Union 8 April 1871: Mrs. Mary Holmes opened a boarding house on Illinois Street (2nd Ave) between Buffalo (16th St) and Eagle (17th St).

Daily Union, 5 Oct 1871: Description of brick residence of Capt. Wm. Henderson on Washington Street; Holmes was architect and J. D. Taylor was contractor. (Henderson lived at 79 Washington (619 18th St) in 1878 CD; house gone for many years)

Argus, 25 Apr 1872: H. E. West will build new brick home soon, architect is I. N. Holmes (West lived at 1211 4th Ave in 1878 CD). In 1876, West lived at 74 W. Rock River (4th Ave))

(Argus "Looking Back," 28 April 1997 (1872): West of RI is building a fine home in the Franco American architectural style. Will be heated by a furnace, have hot and cold water in the rooms, bathrooms and all the other latest appendages)

Union, 5 May 1872: I. N. Holmes is the architect for Moline house on the bluff for R. K. Swan (a 5 acre lot)

Union, 7 May 1872: Holmes finished with drawings for H. E. West ; house on corner of Ontario (8th St) and Rock River (4th Ave) (West lived at 1211 4th Avenue in 1878 CD)

Daily Union, 1872: Holmes is preparing plans for Chas Atkinson for lot near Congregational Church in Moline

Daily Union, 23 Aug 1872: Holmes has completed plans for R. K. Swan near the Moline High School

Argus, 24 Aug 1872: Man dies at boarding house of I. N. Holmes (some details about the man)

Union, 25 Feb 1873: I. N. Holmes is visiting friends in LaPorte and Angola IN

Daily Union, 3 Apr 1874: Holmes is designing houses for Baker, Sinnett and Sweeney (Joseph Baker lived at 734 23rd Street; the back part of the house is what Holmes would have designed; the front part is newer)

Daily Argus, 10 Aug 1874: E. D. Sweeney is building a house on Madison Street.

Daily Union, 11 Aug 1874: Charles Hansgen is having a new residence built (no architect mentioned)

Daily Union, 27 Sept 1874: Sweeney's new residence almost completed. (1 Dec; Sweeney's twin boys died, 1 month 26 days)

Daily Union, 9 Nov 1875: C. S. Harrison married Miss Clara M.E. Russell, daughter of Mrs. I. N. Holmes at Holmes residence.

Daily Argus ,14 Jan 1876: I. N. Holmes plans to build a hotel for Mr. Harper at the corner of Illinois and Buffalo (2nd St & 16th Ave) (Note: This would have been the Harper Opera House, now demolished)

Daily Argus, 28 Nov 1876: New residence of S. J. Keator on 7th Ave & 23rd Street described; Holmes is architect (Demolished ca 1966)

Daily Argus, 29 Nov 1876: New residence of Henry Burgower on 18th St. between 6th & 7th Avenue; Holmes is architect.

Daily Argus, 7 Dec 1876: Mrs. Murphy is building a tenement on 7th Avenue and 22nd Street. She erected another building on 4th Avenue and 23rd Street this season. The architect for that was I. N. Holmes.

Daily Argus, 19 Mar 1877: New residence of Ben Harper described; architect is I. N. Holmes.

Daily Argus, 10 April 1877: Holmes has contract for new Methodist Church in Rapids City

Daily Argus, 17 May 1877: Holmes planning two houses in Port Byron for L. E. Gaylord and D. S. Metzgar

Daily Argus, 17 Mar 1877: Geo. D. Moore of Port Byron building a Holmes house

Daily Argus, 17 July 1877: Holmes is architect for Henry Stoddard in Edgington

Daily Argus, 16 Sept , and Daily Union, 25 Sept 1877: Henry Sudlow is building a new home in Coal Valley; Holmes is architect.

1878 CD: I. N. Holmes architect since 1869, residence and work at 1608 2nd Avenue.

RI Daily Union, 1 April 1881:

Mr. Holmes is severely ill at his residence, 1422 3rd Avenue, from taking cold. He has been more or less ill for three months.

RI Daily Union, 2 April 1881: We regret to announce the death of I. N. Holmes at 7:30 last night at his home at 1422 3rd Avenue of kidney disorder. He came here from Mansfield OH 12 years ago. Age 54 at time of death. His Masonic brethren were notified immediately. Mrs Holmes said last night her husband's remains would be taken to La Port, IN for burial.

Conversation with Barbara Scott at RICHS, ca 2005: Holmes had a son, Morris Grant Holmes who was also an architect who studied in Chicago.

From Highland Park library website The Chicago architectural firm of Holmes and Flinn (Morris Grant Holmes and Raymond W. Flinn) designed the original modified Gothic style structure built of Wisconsin limestone with Indiana limestone trim. The **new library** was dedicated on Sept. 20, 1931. (Note earlier firm's name was Patton, Holmes & Flinn)



Case #: 2025-01

Date: _____

**OWNER CONSENT FORM
ROCK ISLAND PRESERVATION COMMISSION
LANDMARK DESIGNATION**

Common Street Address of Property _____

I/We certify that I/We are the owner(s) of the property proposed for Landmark Designation and that I/We
(check appropriate answer):

APPROVE OF PROPOSED DESIGNATION _____

DISAPPROVE OF PROPOSED DESIGNATION _____

Name: Thomas L Hergert

Signature: Thomas L Hergert

Address: 516 23 Street Rock Island

Date: 8/15/25

Name: _____

Signature: _____

Address: _____

Date: _____

Memorandum



To: Rock Island Preservation Commission
From: Eunice Amissah-Mensah, Urban Planner, Tanner Osing, Planning & Zoning Manager
Subject: Recommendation on contract award for the Historic Design Guidelines.
Motion: Motion whether or not to recommend that the City Council award the contract to McGuire Iglecki & Associates, Inc. for an amount not to exceed \$15,492.00.
RC Roll Call vote is needed.
Date: August 27, 2025

Introduction and Background Information:

The City has successfully secured a new Certified Local Government (CLG) Grant from the State Historic Preservation Office (SHPO) to fund a vital Historic Design Guideline project for the City. This project is essential for amending and updating the existing design guidelines for historic properties, a need identified in the City's 2016 City Heritage Resources Plan. The current guidelines, last published in 1993, have a limited geographic scope, lack detailed illustrations, and require updates regarding alternative materials and the treatment of non-contributing properties.

The primary objective of this project is to draft comprehensive design guidelines that cover all geographic areas, current and future designated historic resources, and all building typologies (e.g., residential, commercial, industrial, cultural), and provide consistent design standards that are context-sensitive and reflect the recommendations from the 2016 Heritage Resources Plan.

An invitation to bid was put out for the month of August. At the end of the bidding period, staff had received five (5) bids. The bidders all meet the required federal professional qualification standards, demonstrate relevant experience, and exhibit a clear commitment to historic preservation. The bidders and the costs for their services are as follows.

Consultant	Bid Amount
McGuire Iglecki & Associates, Inc.	\$15,492.00
AltusWorks, Inc.	\$18,000.00
JLK Architects	\$18,000.00
Designing Local Limited	\$18,000.00
Studio GWA	\$18,200.00

Having reviewed all the bids, staff recommend awarding the contract to McGuire Iglecki & Associates, Inc. McGuire Iglecki & Associates, Inc. is an architectural firm in Evanston, Illinois with special expertise in historic preservation projects. MIA brings a comprehensive knowledge of Rock Island's history and architectural legacy, derived from their previous collaborations with the City on three of its historic districts: the Downtown Rock Island Historic District (2020), the Broadway Historic District (2023), and the United States Housing Corporation Historic District (2024). Their comprehensive proposal and proven track record make them the ideal consultant for developing the updated Historic Design Guidelines. Staff is confident that McGuire Iglecki & Associates, Inc. can execute the City's project on budget and in a timely fashion.

Previous Council Action (if any):

N/A

Budget Impact:

The direct costs of the project are funded entirely through a Certified Local Government grant. The city will match 20% of the funding through staff time.

Additional Information as applicable (i.e. provide alternative options, community or staff input, staffing impact; resident impact; etc.):

N/A

Council Goal (if applicable):

N/A

Recommendation:

The Community Development Department recommends that the Preservation Commission pass a recommendation to the City Council to award the contract to McGuire Igleski & Associates, Inc for an amount not to exceed \$15,492.00.

Submitted by: Eunice Amisah-Mensah, Urban Planner

Approved by:



Request for Proposals (RFP) Historic Design Guidelines for the City of Rock Island

INTRODUCTION

The City of Rock Island, Illinois (2020 population of 37,108) is the seat of Rock Island County and is located in the Quad Cities, a metropolitan region situated on the Iowa-Illinois border along the Mississippi River. Rock Island is currently home to three National Register Historic Districts, one local historic district, and 47 individual local landmarks. The Preservation Commission, established in the 1980s, currently examines and rules on design review requests for external renovations/repairs and additions for homes/properties designated as local landmarks or located within a locally designated historic district. Rock Island is a Certified Local Government (CLG).

PROJECT BACKGROUND

The City's existing design guidelines for historic properties are dated and do not cover all geographic areas. The existing residential design guidelines were originally printed in 1993 with only minor updates since then. Further, the City has design guidelines for the downtown, but not other commercial or industrial areas.

The City's Heritage Resources Plan (2016) mentions the need to update the guidelines as a goal. The plan notes that the existing guidelines lack illustrations and photos, language on alternative materials, and discussion on the treatment of non-contributing properties in historic districts. The plan also indicates that the commercial guidelines could benefit from stronger recommendations on signage, storefront rehabilitation, material preservation, and energy efficiency.

Recognizing the need for a unified and updated approach, the City seeks to integrate existing plans and policies into a clear, city-wide framework. The new guidelines should provide consistent design standards that are context sensitive and reflect the recommendations from the 2016 Heritage Resources Plan.

SCOPE OF SERVICES

The selected consultant will create a comprehensive set of design guidelines to reflect current practices and technologies in the treatment of historic properties. The guidelines should be more than a document used for design review purposes by also including practical resources for historic property owners seeking to invest in their properties from small-scale maintenance concerns to larger, adaptive use projects where incentives may be sought. The design guidelines should incorporate the following at a minimum.

- Line drawings that show characteristic features and elements of a particular architectural style.

- Photos as well as images.
- Locations where new additions should be placed in regards to scale, materials, and compatibility for properties of particular architectural styles.
- Materials that could be replaced in-kind and acceptable replacement materials.
- Maintenance and preservation of key architectural details.
- Energy efficiency and alternative energy generating equipment (i.e. solar panels, wind turbines, etc.)
- Design issues related to all architectural styles and properties of Mid-Century vintage.
- Best practices for historic property maintenance.

Additionally, the new guidelines should accomplish the following objectives.

- Assist staff and the Preservation Commission in design review.
- Serve as a tool for property owners and developers by offering a clear, user-friendly resource that aligns with the Secretary of Interior's Standards.
- Make preservation projects more approachable thus protecting more historic resources.
- Strengthen the City's commitment to preservation through increased awareness and education.

ADDITIONAL SERVICES

The Community Development Department will assist the selected consultant in managing the operational aspects of the project and coordinating work with the relevant parties. The department will provide overall support for project tasks. The City's Urban Planner will serve as the lead liaison for the project, although other support staff may be involved from time to time.

The consultant will hold progress meetings with the City (in-person or virtually) as often as necessary (approximately once per month) until a final document is recommended for approval by the Preservation Commission and adopted by the City Council. City staff may schedule progress meetings, as necessary, at key times during project development. The consultant shall also provide progress reporting throughout the project as deemed necessary by the liaisons

APPROACHING THE SCOPE OF SERVICES

Please note that these are the general services required and are considered to be the minimum required to complete the project. The consultant is given latitude toward its approach of the scope outlined in the prior sections and is encouraged to propose additions/edits that lend to the best process. Following the selection process, a meeting will be held with the selected consultant to negotiate the final scope of work and a contract for services. Therefore, the City reserves the right to revise the final scope of work.

CONTENTS OF PROPOSAL

- Proposed project budget not to exceed \$18,200 (including line item costs)
- Proposed timeline

- Qualifications statement
- Bidders approach to addressing the Scope of Services
- Standard contract for services (not yet executed)

CONTENTS OF QUALIFICATIONS STATEMENT

Bidders are encouraged to be concise and submit only the following information.

1. **Consultant Qualifications:** Provide a biography describing the consultancy's members' individual qualifications and history, years in business, location(s), legal structure, ownership, organizational structure, and key staff that would be committed to this project. Consultant qualifications should meet the Professional Qualification Standards shown in Appendix A as listed in the CLG Grants Manual FFY 2022.
2. **Prior Experience:** Provide examples of the consultant's previous experience with comparable projects, specifically the development of historic design guidelines. Examples of projects should be from the last five (5) years and include descriptive information such as the character of these projects, the scope of the consultant's involvement, methodology, and locations of the projects. Experience working with local governments and developing publicly accessible documents is highly relevant.
3. **References:** Provide a list of at least three (3) references who have worked with the consultant in the past five (5) years who have relevant knowledge concerning the consultant's ability to complete such a project, specifically related to design guideline development or similar planning/preservation projects. Names, affiliations, addresses, current telephone numbers, and email addresses of all references must be provided.

SUBMISSION OF PROPOSALS

Submissions must be received no later than **August 21, 2025 at 4:00 PM**. Proposals may be delivered in person or sent via mail with a tracking service. All submissions must be in sealed envelopes that include the following information on the outside cover:

Community Development Department
 1528 3rd Avenue
 Rock Island, IL 61201
 ENCLOSED: Response to RFP – Historic Design Guidelines

AWARDING CONTRACTS

The City shall not accept any proposals after the submission deadline. Proposals shall be reviewed for pricing, experience, previous work history, references, approach to addressing the scope of services, State Licenses, State Registration, insurances, bonds, subcontractors, equipment owned, equipment rented, operator experience, and financial stability. The City at its sole discretion shall decide after a review which consultant, if any, is responsive to the RFP. All bidding and award procedures undertaken by the City regarding this project shall be consistent with the City's adopted procurement procedures. Incomplete proposals shall not be accepted. Consultants who do not demonstrate relevant professional qualifications and experience in developing

design guidelines shall not be considered. The lowest bid shall not automatically guarantee that the consultant will be awarded the contract. A submitted price for services shall remain valid for 90 days after submission deadline. Additionally, all qualifications shall be evaluated using the following criteria and through consideration of the proposed budget.

1. Demonstrate Relevant Experience:
 - a. Good: The consultant demonstrates superior experience in providing services. The qualifications demonstrate a wide depth of experience with five (5) or more similar projects, and prior experience working with municipalities. Project work samples are of outstanding quality in content and technical presentation.
 - b. Fair: The consultant demonstrates the required experience in providing services. The qualifications demonstrate an adequate depth of experience with between three (3) and five (5) similar projects, and prior experience working with municipalities. Project work samples are of good quality in content and technical presentation.
 - c. Poor: The consultant fails to demonstrate the required experience in providing services. The qualifications include fewer than three (3) similar projects, and limited prior experience working with municipalities. Project work samples are of inadequate quality in content and technical presentation.
2. Exhibit Commitment to Historic Preservation:
 - a. Good: The consultant demonstrates a superior approach to the subject material, a high degree of understanding of the historic and cultural resources involved, and a commitment to carry out the project in a way that meets the objectives of the SHPO and the U.S. Department of the Interior. All references confirm the above.
 - b. Fair: The consultant demonstrates an adequate approach to the subject material, a basic understanding of the historic and cultural resources involved, and a willingness to carry out the project in a way that meets the objectives of the SHPO and the U.S. Department of the Interior. A majority of references confirm the above.
 - c. Poor: The consultant fails to demonstrate an adequate approach to the subject material, does not understand the historic and cultural resources involved, and is unwilling to carry out the project in a way that meets the objectives of the SHPO and the U.S. Department of the Interior. A majority of references cite a lack of commitment to historic preservation.
3. Indicate Financial Wherewithal: Consultants should provide verification of their financial ability to develop such a project. Financial information need not be overly explicit, but sufficient for the City to ascertain whether the consultant is capable in this regard. The proposed budget **shall not exceed \$18,200.00**.

BIDDER RESPONSIBILITY

Bidders shall keep the bidding process confidential. Each bidder shall be fully acquainted with conditions relating to the scope of services, any current government

regulations pertaining to the work, and restrictions associated with acceptable execution of requested work. Failure or omission of the bidder to acquaint themselves with conditions shall in no way relieve them of any obligation with respect to their bid or subsequent contract.

FEDERAL, STATE, AND LOCAL REPORTING COMPLIANCE

The bidder shall provide financial and programmatic information as required by the City of Rock Island to comply with all Federal, State, and local law reporting requirements. The bidder shall also adhere to all applicable Federal, State, and local regulations.

PROJECTED SELECTION PROCESS SCHEDULE

After the deadline to receive proposals has passed, City staff shall review qualifications and select a consultant to recommend to the Preservation Commission. The Commission shall review the qualifications and make a recommendation to the City Council. Once the Council awards the contract, City staff shall contact said consultant with an executed contract.

August 21, 2025 at 4:00pm	Deadline to receive proposals
August 27, 2025	Preservation Commission makes a recommendation.
September 8, 2025	City Council awards contract.

CONTACT INFORMATION

The primary contact person for this project is listed below. All questions regarding this RFP should be directed to this contact.

Eunice Amissah-Mensah, Urban Planner
Community Development Department
1528 3rd Avenue
Rock Island, IL 61201
Email: amissah-mensah.eunice@rigov.org; Phone: (309) 732-2902

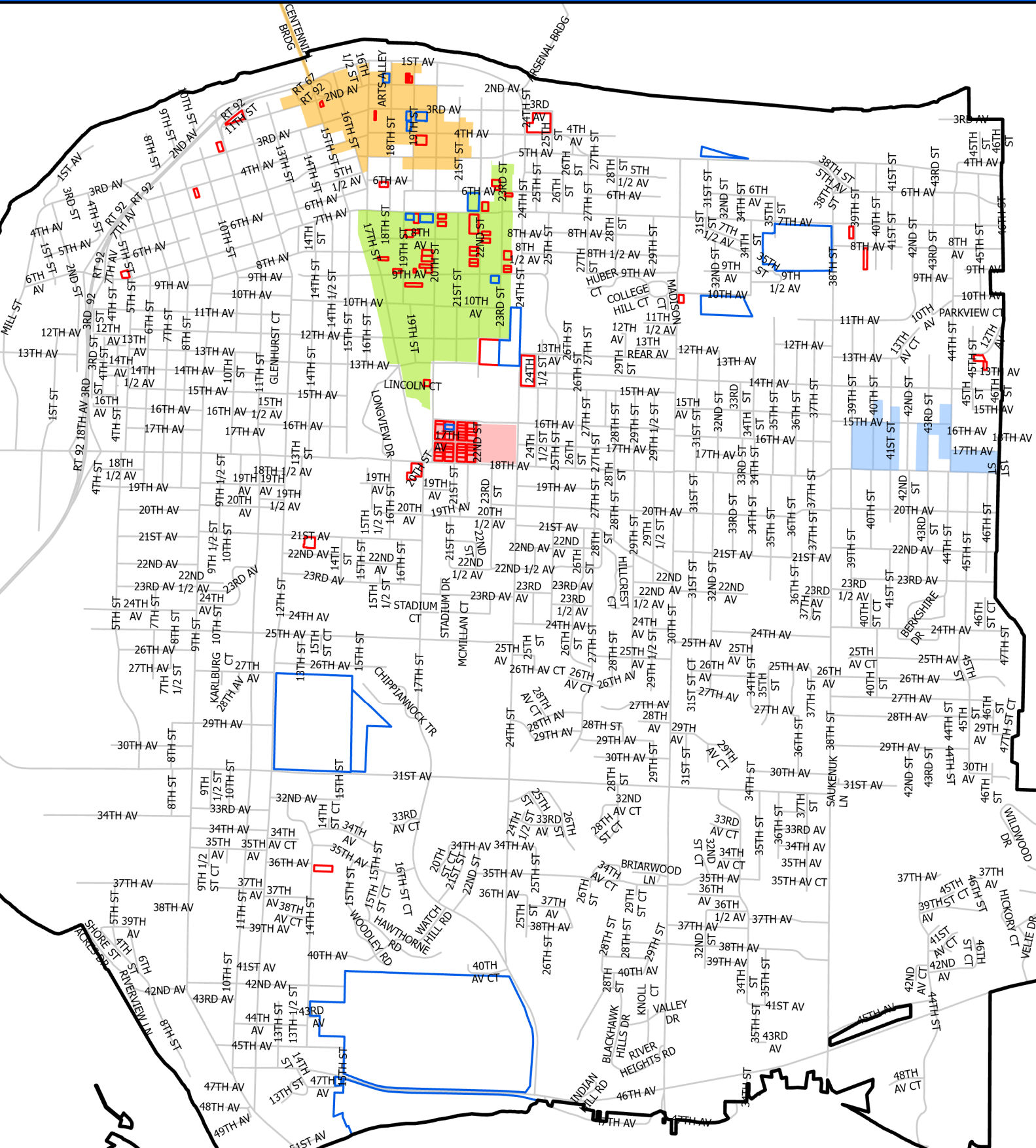
APPENDIX A
36 CFR PART 61 PROFESSIONAL QUALIFICATIONS STANDARDS

In the following definitions, a year of full-time professional experience need not consist of a continuous year of full-time work but may be made up of discontinuous periods of full-time or part-time work adding up to the equivalent of a year of full-time experience.

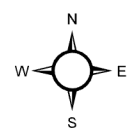
- A. **History.** Minimum professional qualifications in history are a graduate degree in history or closely related field; or a bachelor's degree in history or closely related field plus one of the following:
1. At least two years of full-time experience in research, writing, teaching, interpretation or other demonstrable professional activity with an academic institution, 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 history.
- B. **Archeology.** 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.)
- C. **Architectural History.** Minimum professional qualifications in architectural history are 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 the above specialties 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.

- D. **Architecture.** Minimum professional qualifications in architecture are a professional degree in architecture plus at least two years of full-time professional experience in architecture; or a state license to practice architecture.
- E. **Historic Architecture.** Minimum professional qualifications in historic architecture are a professional degree in architecture or 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 specification for preservation projects.

Rock Island Historical Properties and Districts



- National Register Listed Properties
- Downtown National Reg. District
- Local Landmark Properties
- US Housing Corp. Nat. Reg. Dist.
- Broadway National Reg. District
- Highland Park Historic District



BID TALLY RELEASE

COMMUNITY DEVELOPMENT DEPARTMENT

SUBJECT: Request for Proposal (RFP) for Historic Design Guidelines

DATE: 8/25/2025

Please note that the bidding period is closed and five (5) qualifying bids were received.

Consultant	Bid Amount:
McGuire Iglesias & Associates, Inc.	\$15,492.00
Altus Works Inc.	\$18,000.00
JLK Architects	\$18,000.00
Designing Local Limited	\$18,000.00
Studio GWA	\$18,200.00

MOST RESPONSIBLE AND REASONABLE BIDDER: McGuire Iglesias & Associates, Inc.

CONTRACT TO BE AWARDED BY THE CITY COUNCIL ON 9/8/2025 FOR THE PROPOSED BID AMOUNT.

Request for Proposals



Historic Design Guidelines for the City of Rock Island

August 21, 2025

McGuire Iglesias & Associates, Inc.
1330 Sherman Avenue
Evanston, IL 60201



McGuire Igleski & Associates, Inc.

Architecture, Preservation, Planning

August 21, 2025

CITY OF ROCK ISLAND

Eunice Amissah-Mensah | Urban Planner
Community Development Department
1528 3rd Avenue
Rock Island, IL 61201

Re: Historic Design Guidelines for the City of Rock Island

Dear Ms. Amissah-Mensah,

The City of Rock Island (City) has requested this proposal from McGuire Igleski & Associates, Inc. (MIA) to prepare Historic Design Guidelines for the City of Rock Island. MIA proposes to provide the Scope of Services described below and as indicated in the *Request for Proposals* dated July 25, 2025.

The City identified the need to amend and update the existing design guidelines for historic properties, last published in 1993, as an objective to advance the goal of preserving and protecting Rock Island’s historic resources in its 2016 City Heritage Resources Plan. The existing design guidelines cover a limited geographic area of the City, with a focus on the residential and downtown historic districts, and lack detailed illustrations and photographs. The City also wishes to establish a unified and consistent approach by integrating the design guidelines with existing plans and policies to develop a city-wide framework.

MIA’s proposed approach and scope of services will support these goals, and the City’s commitment to preservation, by providing illustrated and comprehensive design guidelines that address not only all geographic areas which cover the city’s current and future designated historic resources, but also address all building typologies (e.g., residential, commercial, industrial, cultural, etc.) and context-specific character-defining features (e.g., storefronts and signage for commercial properties) and architectural styles from the the mid-nineteenth century through the latter quarter of the mid-twentieth century. The guidelines will reflect current best practices and preservation technologies, as outlined in the Secretary of the Interior’s *Standards for the Treatment for Historic Properties*, in an accessible and approachable format for property owners.

The guidelines will also assist City staff and the Historic Preservation Commission (HPC) in streamlining the review process for the issuance of a Certificate of Appropriateness, currently required for work undertaken at a designated local landmark (either individually or within a historic district). The guidelines will also support property owners interested in preserving their historic properties through increased awareness and education by providing a list of resources and references to advise appropriate repair, maintenance, and restoration work while enabling them to take advantage of available financial incentives to offset costs. The design guidelines will also encourage appropriate new construction on vacant or non-contributing sites, as well as additions to historic properties.

MIA is a women-owned architectural firm (WBE and DBE-certified) specializing in historic preservation. All staff members meet the National Park Service’s *Professional Qualifications Standards* as required per the grant agreement. MIA is committed to maintaining the procedural and professional requirements outlined in 36 CFR Part 60 and the Secretary of the Interior’s *Standards and Guidelines for Archeology and Historic Preservation*.

MIA brings a comprehensive knowledge of the history and architectural legacy of Rock Island through our previous work with the City of Rock Island on three of the four historic districts in the community, including the

MIA

McGuire Igleski & Associates, Inc.

Architecture, Preservation, Planning

Downtown Rock Island Historic District, the Broadway Historic District, and the United States Housing Corporation Historic District. Our team also brings a wealth of expertise through our work on several design guideline-specific projects. Recent and relevant projects are showcased in the enclosed project profiles. MIA also has an extensive history of previously completed projects for governmental clients as part of Certified Local Government (CLG) grant programs. Previous design guidelines and/or relevant projects include:

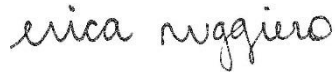
- Design Guidelines for the Milwaukee Avenue Special Character Overlay District, Chicago, IL, 2023.
- Design Guidelines for the City of Stoughton Historic Downtown District, Stoughton, WI, 2022.
- Neighborhood Conservation Districts Zoning Amendment and Pilot Design Guidelines, Chicago, IL, 2020.
- Kinzie Industrial Multiple Property Evaluation and Corridor Design Guidelines, Chicago, IL, 2019.
- Bryn Mawr Avenue, Uptown Square, and West Argyle Street Historic Districts Preservation Plans and Design Guidelines, Chicago, IL 2017.
- Preservation Consulting to the Village of Orland Park for Certificate of Appropriateness Review, Orland Park, IL, 2013 to present.
- Citywide Aurora Design Guidelines, Aurora, IL, 2001.

Enclosed are additional firm qualifications, project staffing, key personnel resumes, and project profiles with references.

We look forward to assisting the City of Rock Island in your efforts and are happy to clarify any questions you may have regarding this proposal.

Sincerely,

McGuire Igleski & Associates, Inc.



Erica Ruggiero, Associate AIA

Principal

847.328.5679 ext. 5 / erica@miarchitects.com

SCOPE OF SERVICES

I: Survey and Research

- A. Project kick-off meeting with the City to review goals, process, deliverables, and schedule.
- B. Review existing documentation on Rock Island's currently designated historic resources, including but not limited to existing National Register of Historic Places nomination forms, existing Landmark Designation Reports, applicable regulations/ordinances, zoning information, and previously undertaken surveys and studies.
- C. Visit and make a visual survey of Rock Island's currently designated historic resources to document the existing historic fabric, changes to historic buildings, vacant lots, and new construction.
- D. Photograph Rock Island's historic districts and individually designated historic resources to document existing conditions, character-defining features and elements, architectural styles, building types, streetscapes, and other features as necessary to develop and illustrate the design guidelines. MIA will take specific note of defining and unique development patterns.
- E. Prepare a Summary of Findings that will direct the format and contents of the design guidelines. With the Summary of Findings, MIA will also prepare a draft outline (table of contents) for the design guidelines for review and comment by the City.

II: Development of Design Guidelines

- A. Upon completion of the survey and research, MIA will prepare illustrated design guidelines for the City of Rock Island's historic resources to guide the rehabilitation of existing buildings while preserving contributing and significant buildings and features. In addition to preserving historically designated properties, the guidelines will advise on the appropriate and compatible new construction for infill lots, as well as additions or the replacement of non-contributing/non-historic resources. The design guidelines will follow the Secretary of the Interior's *Standards for the Treatment of Historic Properties* and for *Preservation Planning*, as well as the Rock Island Preservation Ordinance. The design guidelines will include, but are not limited to:
 - i. Introduction
 - ii. Purpose of the Design Guidelines
 - Project Methodology
 - Community Engagement Process
 - Principles and Goals
 - iii. Identification and Description of the City of Rock Island's Designated Historic Individual Properties and Districts
 - iv. Description of the Certification of Appropriateness and Permit Review Process
 - v. Brief narrative on the history and development of the City of Rock Island
 - vi. Architectural Description (in narrative and graphic form) of the City's historic built environment
 - Character-defining features
 - Neighborhood patterns of development
 - Architectural styles
 - Building typologies/forms
 - Existing conditions/changes over time
 - vii. Design Guidelines
 - Illustrated guidelines for rehabilitation and restoration, including maintenance, repair, and replacement materials for contributing/significant and non-contributing/new properties.
 - Guidelines for how to address common changes over time when planning work for a historic property.
 - Guidelines for appropriate new construction and replacement of non-contributing/non-historic properties, to be based on the existing historic fabric and

presented in both narrative and graphic form. These guidelines will promote well-designed new construction that enhances the character of Rock Island's historic built environment.

- Guidelines for additions to contributing properties, to be based on the existing historic fabric and presented in both narrative and graphic form.
- Guidelines for retrofitting a historic property for energy efficiency.
- Specific guidelines for unique development patterns, context-specific character-defining features (e.g., storefronts and signage for commercial buildings), and building typologies (e.g., residential, commercial, industrial, etc.) identified during the Survey and Research Phase, including site/public realm features.
- Map of the designated historic districts and individual resources with a key that notes the existing condition of each lot, vacant, historic building (contributing and non-contributing), new construction, etc., with reference to the appropriate treatment for each.

viii. Appendices

- Suggested resources (e.g., financial incentives).
- Historic standards and guidelines for use as reference for these specific guidelines (e.g., National Park Service Preservation Briefs and Preservation Tech Notes).
- Pre-COA submittal checklist and Design Guideline Review Checklist.

B. Deliverables

- i. A summary of findings from the Survey and Research Phase, with an outline (table of contents) for the design guidelines, will be provided to the City, in Microsoft Word, for review and approval before beginning the complete text draft.
- ii. A complete text draft of the design guidelines will be provided to the City for review in Microsoft Word.
- iii. A complete illustrated layout draft of the design guidelines in Microsoft Word will be provided to the City, which incorporates all previous edits and comments made by the City during the review of the text draft.
- iv. The final illustrated design guidelines, incorporating edits and comments provided by the City during the review of the complete illustrated layout draft. The City will be provided with three (3) bound copies, in addition to a digital copy provided in an interactive PDF format.
- v. Presentation materials for meetings, as identified below.
- vi. MIA will provide progress reports to the City of Rock Island in accordance with the reporting requirements outlined in the CLG grant agreement.

III. Meetings and Community Engagement

A. MIA will attend up to four (4) virtual working meetings with the City:

- i. Meeting 1: Kick-off meeting to review the project timeline, confirm project expectations and goals, discuss changes/revisions to the existing design guidelines, and tour the study areas.
- ii. Meeting 2: Review Summary of Findings from the Survey and Research Phase, and proposed design guideline report outline/table of contents.
- iii. Meeting 3: Presentation and review of text draft of design guidelines and photograph/illustration mock-ups.
- iv. Meeting 4: Presentation and review of the completed illustrated layout draft.

B. MIA will attend up to two (2) public Historic Preservation Commission (HPC) meetings at key milestones within the project to present findings and solicit feedback:

- 1) Introduce the project, the history of Rock Island's designated historic resources, and available incentives to the public and solicit feedback and input.

- 2) Present the final design guidelines to the public and share resources and references for property owners interested in undertaking any work at a property located within the study area.

FEE PROPOSAL

McGuire Iglesias & Associates, Inc. proposes to provide the services described in the *Request for Proposals*, dated July 25, 2025, and as described above, for a Lump Sum Fee of **\$15,492**, including reimbursables. A fee breakdown with line items is provided below.

		SUBTOTALS	
		Hours	Fee
1.00	SURVEY AND RESEARCH		
1.01	Review of existing documentation.	4	\$476
1.02	Survey / Documentation of the Study Area	24	\$2,460
1.03	Summary of Findings / Report Outline	16	\$1,640
	Phase Subtotal	44	\$4,576
2.00	DEVELOPMENT OF DESIGN GUIDELINES		
2.01	Development of design guidelines	112	\$9,488
	Phase Subtotal	112	\$9,488
3.00	MEETINGS + COMMUNITY ENGAGEMENT		
3.01	Four (4) virtual meetings with City staff	4	\$476
3.02	Two (2) presentations to the HPC	8	\$952
	Phase Subtotal	12	\$1,428
TOTAL HOURS & FEES		168	\$15,492

Invoices will be submitted on an agreed-upon schedule. Payments will be made per the requirements/procedure outlined within the grant agreement between the City and the State Historic Preservation Office / National Park Service.

PROPOSED PROJECT SCHEDULE

We anticipate developing the project timeline with considerable input from the City. It is anticipated that the project will take approximately 21 weeks to complete, with an approximate start date of the week of September 8, 2025. Provided below is a proposed project schedule.

HISTORIC DESIGN GUIDELINES FOR THE CITY OF ROCK ISLAND																	McGuire Iglesias & Associates (MIA) Action					
																	City of Rock Island (City) Action					
TASK	DATE	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21
PROJECT START DATE	w/o September 8	x																				
Working Meeting 1 / Kick-off	w/o September 8	x																				
Review existing documentation on the City of Rock Island's designated historic resources	1 week																					
Survey, Building, and Streetscape Documentation	2 weeks																					
Prepare the Summary of Findings and the proposed outline for the Design Guidelines	2 weeks																					
Submit the Summary of Findings and outline for review by the City	w/o October 6					x																
Working Meeting 2 / Reviewing Summary of Findings and proposed outline	w/o October 6					x																
Presentation to the HPC on the Summary of Findings and proposed outline	w/o October 27								x													
Prepare the text draft of the Design Guidelines	5 weeks																					
Submit the text draft of the Design Guidelines to the City for review	w/o November 17											x										
City review of the Design Guidelines text draft	3 weeks																					
Working Meeting 3 / Review of complete text draft Design Guidelines	w/o December 8																					
Prepare a complete illustrated layout draft of the Design Guidelines with revisions	6 weeks																					
Submit the complete illustrated layout draft of the Design Guidelines for review by the City	w/o December 22																					
City review of illustrated layout draft	2 weeks																					
Working Meeting 4 / Review illustrated Design Guidelines	w/o January 5																					
Revise the illustrated layout draft of the design guidelines per City review	2 weeks																					
Submit final illustrated Design Guidelines to the City	w/o January 26																					x
Presentation to the HPC on the final Design Guidelines	w/o January 26																					x
END OF PROJECT	w/o January 19																					x

ORGANIZATION AND SERVICES

Established in 2001, McGuire Iglesias & Associates, Inc. is an architectural firm offering the full range of professional services with special expertise in historic preservation. Our skilled staff includes five full-time architects and historic preservation specialists, giving us a wide base of knowledge for working with all building types. The firm is a Women-owned S corporation with Amy Gauen, Sarah Haas, Mark Iglesias, and Erica Ruggiero as principals and owners. Our office is located in Evanston, Illinois.

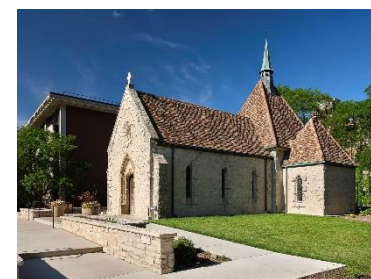
Services include:

- Evaluation, Analysis, Planning, and Design
- Existing Conditions Assessments
- Building Restoration, Rehabilitation, and Adaptive Reuse
- Compatible Additions to Existing Buildings
- Historic Structure Reports and HABS/HAER Documentation
- Preservation Consulting & Planning; Historic Surveys & Design Guidelines

McGuire Iglesias & Associates, Inc. is a member of the USGBC with LEED Accredited Professionals on staff. We integrate the needs of the modern user, providing state-of-the-art design and technology solutions while respecting the building traditions, historic materials, and qualities of the past, which contribute to the historic character of the building or site.

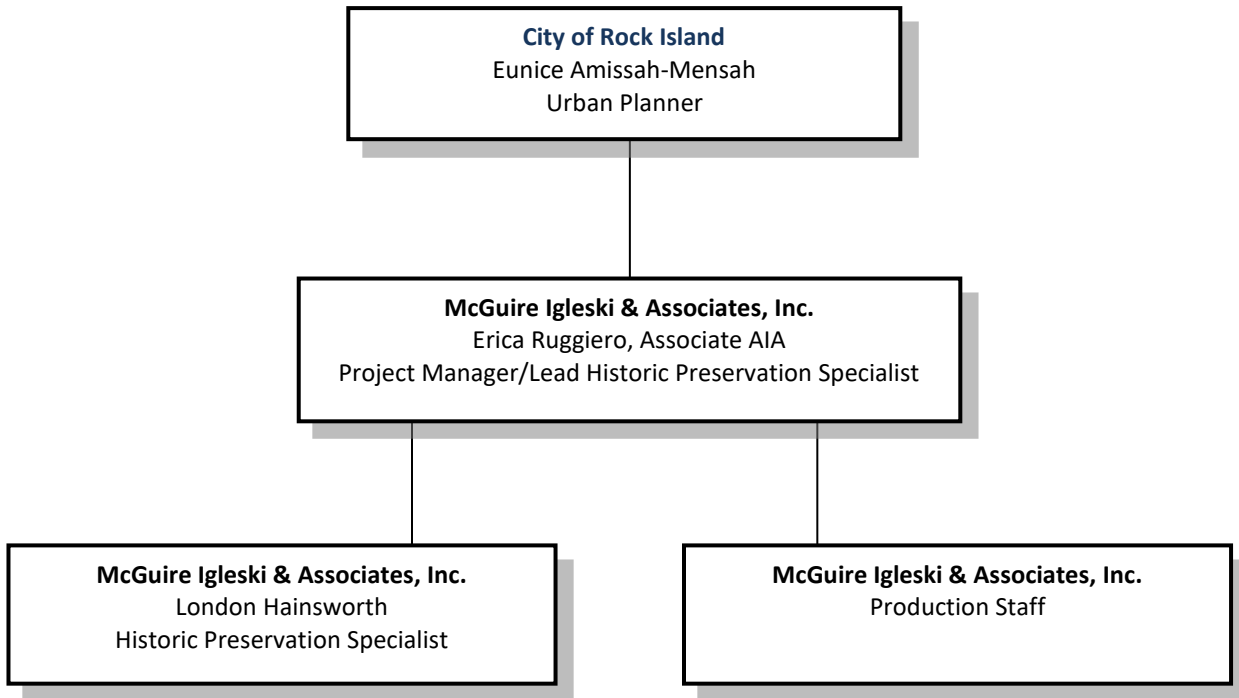
Projects include:

- Architectural and historic preservation services for Restoration and Adaptive Reuse projects, including the Old Post Office Lobby and Hotel Florence.
- Design Guidelines for municipalities, including the Milwaukee Avenue Special Character Overlay District and the Kinzie Industrial Corridor for the City of Chicago, and Downtown Design Guidelines for the City of Stoughton.
- Preservation consulting for projects for private and public clients, including National Register nominations, Historic American Building Survey (HABS) and Historic American Engineering Record (HAER) recordation packages, and Section 106 regulatory review and mitigation.
- Renovation projects, including restoration, repair, preservation planning, ADA and life safety upgrades, adaptive use, and additions.
- Historic Resource Surveys, including recent projects of the Lincoln Highway, McHenry County Rural Structures Survey, the Village of Frankfort, and the Potawatomie Neighborhood in St. Charles.
- Historic Building Conditions Assessments and Preservation Planning for cultural and educational facilities, including the St. Joan of Arc Chapel, Shedd Aquarium, and Northwestern University.



PROJECT STAFFING

McGuire Iglesias & Associates (MIA – WBE/DBE) will perform the scope of services described above with Erica Ruggiero, as project manager and lead historic preservation specialist, coordinating the City and MIA staff, overseeing survey work, research, and writing of the design guidelines. Below is a list of key project staff with titles. Resumes and project profiles are attached. All staff meet the Secretary of the Interior’s *Professional Qualification Standards under CFR Part 61*.



ERICA RUGGIERO, ASSOCIATE AIA, MSHP

Erica is a historic preservationist specialist and architectural historian with experience in preservation planning, building surveys, feasibility study reports, rehabilitation and adaptive reuse design, façade restorations, Historic American Building Survey, and building condition assessments. With degrees in both historic preservation and interior design, Erica has a demonstrated understanding of maintaining the authenticity, integrity, and character of a time and place, while adapting it for more modern uses.

EDUCATION

Master of Science/Historic Preservation
School of the Art Institute of Chicago
Chicago, IL

Master of Science/Interior Design
Florida State University
Tallahassee, FL
Graduate Certificate: Urban Design

PROFESSIONAL AFFILIATIONS

Landmarks Illinois
Chicago Women in Architecture
Society for Architectural Historians
American Planning Association
American Institute of Architects

PROFESSIONAL ACTIVITIESChicago for Chicagoans:

Presenter

Chicago History 101: Railroads & Highways,
Chicago, IL, January 2018

Presenter

McKinley Park Neighborhood Tour,
Chicago, IL, June 2017- Present

Conference on Illinois History:

Presenter

Researching Illinois' Rural Resources
Springfield, IL, October 2019

Presenter

History of the Early Chicago Steel Industry
from 1855-1905,
Springfield, IL, October 2016

National Register of Historic Places:

Garfield Farm and Garfield Tavern
Amendments and Boundary Extension
Campton Hills, IL February 2016

Central Manufacturing District: Original East
District, Chicago, IL October 2015 (*Amended
for Statewide Significance, February 2017*)

Central Manufacturing District: Pershing
Road Development, Chicago, IL June 2015

SELECTED PROJECTS

- **Historic Preservation Plans.** Primary preparer for preservation planning documents for the Bryn Mawr Avenue, West Argyle Street, and Uptown Square Historic Districts. Historic Preservation Plans document existing conditions of a district, complex, or campus, through field survey and evaluation, development of historical context, and definition of architectural or visual features. Plans provide recommendations, including prioritized preservation goals and design principles/guidelines that encourage preservation and appropriate adaptive reuse or new development per the Secretary of the Interior's *Standards for Preservation Planning*.
- **Historic Downtown District, Stoughton, WI.** Preparer of a local landmark designation for Stoughton's Historic Downtown District and associated comprehensive, illustrated design guidelines. The design guidelines provide information on the architectural and historical significance of the district to serve as a planning tool and guide property owners and businesses for the preservation of their historic property. They also encourage appropriate new infill construction and additions to historic properties, guided by the district's history, pattern of development, and rich architectural character, while providing available financial incentives and preservation recommendations.
- **Milwaukee Avenue Urban Identity Study, Chicago, IL.** Co-lead the creation of a comprehensive set of design guidelines for existing and new construction for the Milwaukee Avenue Special Character Overlay District (SCOD). Work included a thorough analysis of existing conditions of the built environment, the creation of illustrated design guidelines, and an extensive community and stakeholder engagement process.
- **Harlem Avenue Visioning Study, Chicago, IL.** Primary preparer for the analysis of the existing conditions of the built environment. The analysis supported recommendations for public realm, streetscape, and architectural improvements to strengthen Chicago's northwest side Italian community. Assisted with the identification of focus areas and development sites at key opportunity sites along the two-mile corridor. Lastly, helped lead a robust community engagement process to define an implementation framework for the proposed improvements.
- **Kinzie Industrial Corridor, Chicago, IL.** Primary preparer of a Multiple Property Evaluation (MPE) Report and Design Guidelines for the City of Chicago Kinzie Industrial Corridor. The project included a resource survey of 800 properties in the corridor, including National Register (NR) and City of Chicago (COC) Landmark evaluation, research to determine date of construction and historic use/name, and identification of character-defining features, architectural style, building typology, and alterations/changes over time. Upon completion of the survey, MIA prepared an MPE which provided a description of the survey area and methodology, narrative on the history and development of the corridor, architectural description of the corridor, a comprehensive identification of industrial building typologies, and recommendations for the preservation of the corridor, including design guidelines to promote the rehabilitation of character buildings.

LONDON HAINSWORTH

London Hainsworth is a historic preservation specialist and architectural conservator with experience in historic resource surveys, historic structure reports, building conditions assessments, conservation planning, and preventative conservation. With degrees in art history and historic preservation, London has demonstrated understanding of the way buildings function and weather over time, allowing for proper planning, treatment, and adaptation of use.

EDUCATION

Master of Science
Historic Preservation
School of the Art Institute of Chicago
Chicago, IL

Bachelor of Art
Art History
Brigham Young University
Provo, Utah

PROFESSIONAL AFFILIATIONS

Association for Preservation
Technology
American Institute for Conservation
Vernacular Architecture Forum

SELECTED PROJECTS

- **McHenry County Rural Structures Survey, McHenry County, Illinois.** Assisting with the completion of a survey update, originally completed in 1998 for McHenry, Algonquin, Nunda, and Grafton Townships. Completed fieldwork and documentation, independent research on each property, and helped prepare the illustrated survey report which included a written historic context statement on McHenry County, the townships, and rural crossroad communities, as well as an architectural narrative on the residential and agricultural building typologies and architectural styles identified.
- **Historic Architectural Impact Study (HAIS), Winnetka, IL.** Preparer of a HAIS report for 445 Sheridan Road in Winnetka, IL. The report documents the existing conditions of the residence and the known history of the property and owners, neighborhood context, and biographical data for the architects prior to its demolition. As part of the study, an evaluation of the property's historical and architectural integrity was completed, as well as an evaluation of the impact the demolition of the property would have on neighborhood character per the National Register "Criteria for Evaluation" established by the U.S. Department of the Interior, National Park Service and by the "Evaluation of landmarks" established in Title 15, Chapter 15.64, Section 15.64.030 of the Winnetka Village Code (1999).
- **Section 106 Reviews, Chicago, IL.** Preparer of Section 106 reviews and documentation for the City of Chicago as part of its lead water service pipe replacement and small accessible repair programs for seniors.
- **Historic American Engineering Record (HAER), Statewide, IL.** Preparer of HAER documentation for the Chapel 2 building located at Scott Air Force Base in St. Clair County, Illinois; included recordation of existing conditions, preparation of drawings, and a report documenting the historical narrative and contexts of the building.
- **Downtown Joliet Historic District, Joliet, IL.** Co-preparer of the Historic Resources Survey forms for Downtown Joliet—including information regarding materiality, form, and architectural detailing. The district is the original city center for residential development, commerce, transportation, education, government, and recreation on the east side of the Des Plaines River, and, with the arrival of key infrastructure improvements, it transformed into the heart of the City of Joliet. The survey area encompassed over 300 structures, constructed between 1858 and 2025, with a variety of properties, including earlier single-family dwellings and later apartment buildings; one and two-part commercial blocks; social halls; theaters; educational facilities; auto garages and service stations; transportation infrastructure, including train depots and railroad bridges, early and mid-twentieth century hotels; and government buildings.

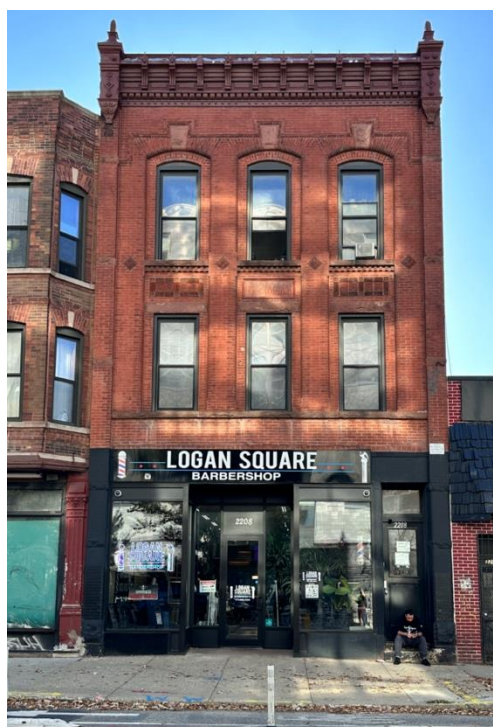
PROJECT PROFILE

<i>Project Name</i>	Milwaukee Avenue Special Character Overlay District
<i>Location</i>	Chicago, IL
<i>Firm's Contribution</i>	Creation of Milwaukee Avenue Urban Identity Design Guidelines
<i>Completion Date</i>	2023
<i>Client/Contact</i>	Carmen Martinez City of Chicago Dept. of Planning and Development 121 N. LaSalle Street Chicago, IL 60602 (312) 744.5920

MIA teamed with Site Design Group, Ltd. (prime, SDG), Goodman Williams Group, and Borderless Studio to complete Urban Identity Design Guidelines for the Milwaukee Avenue Special Character Overlay District.

Together, MIA and SDG created a unique set of design Guidelines for the corridor which built off of previous planning efforts and responded to the distinct characteristics of the corridor through design strategies that embrace the historic nature of the built environment, guide rehabilitation work at character buildings, and promote appropriate and compatible new construction on infill lots or when replacing non-character buildings. For the Milwaukee Avenue corridor, the design guidelines consider key character-defining features and development patterns that contribute to the identity of the corridor, as well as address the community's concerns about the rehabilitation of existing character buildings and increasing affordable housing. To ensure the community's concerns and needs are met, team included a robust, and bilingual, community engagement process, which listened and integrated the community's response and input throughout the process into the final design guidelines.

Design Guidelines are [available here.](#)



PROJECT PROFILE

<i>Project Name</i>	Design Guidelines for the Historic Downtown District
<i>Location</i>	Stoughton, WI
<i>Firm's Contribution</i>	Development of design guidelines for general maintenance, rehabilitation, additions, and new construction
<i>Completion Date</i>	2022
<i>Client/Contact</i>	Michael Stacey City of Stoughton Zoning Administrator 207 S. Forrest Street Stoughton, WI. 53589 (608) 646.0421 MStacey@cityofstoughton.com



The design guidelines for Stoughton's Historic Downtown District were prepared by MIA to serve as a planning tool and to provide guidance for property owners and businesses for the preservation of their historic property. The guidelines also encourage appropriate new infill construction and additions to historic properties, guided by the district's history, pattern of development, and rich architectural character. The guidelines provide information on the architectural and historical significance of the district, available financial incentives, and preservation recommendations and best practices for the repair, restoration, and maintenance of contributing buildings located within the district.

The district is significant for its role in the regional commerce, trade, and transportation, and locally for architecture, government, and education between 1860 and 1947. During this period, Stoughton developed as a regionally significant mercantile center for southern Dane and northern Rock counties, providing the region with extensive retail, financial, and professional services. These historical uses continue today and are reflected in the district's diverse built environment and unique streetscape.

Design Guidelines are [available here](#).

PROJECT PROFILE

Project Name Broadway Historic District

Location Rock Island, IL

Firm's Contribution Amendments to National Register Nomination Form with funding provided by a CLG Matching Grant

Completion Date 2023

Client/Contact Tanner Osing
Planning & Zoning Manager
City of Rock Island
1528 Third Avenue
Rock Island, IL 61201
(309) 732.2901

The City of Rock Island selected MIA to complete amendments to the Broadway National Register Historic District. First listed in 1998, the amendments focused on providing an updated resource inventory and identification of contributing and non-contributing resources. A revised narrative summary was also included in the amendment to document the minimal physical changes to the Broadway Historic District. The district is comprised of approximately 168 acres with 660 contributing resources and 185 non-contributing resources. The existing contributing resources were constructed between ca. 1854 and 1973 and are predominantly composed of historic single-family residences with only four commercial properties interspersed throughout the interior of the district. The nomination form was also amended to extend the Period of Significance, currently circa 1854 -1948, to 1973. The extension of the Period of Significance reflects the district's local architectural significance and encompasses those contributing resources that depict Rock Island's architectural heritage and transition from late nineteenth-century and early twentieth-century revival styles to the Modern Movement during the mid-twentieth century. An introductory contextual history on the founding of the City of Rock Island was also added.



PROJECT PROFILE

Project Name Downtown Rock Island
Historic District

Location Rock Island, IL

Firm's Contribution Preparation of a National Register Historic District nomination form.

Completion Date 2020

Client/Contact Miles Brainard, CED Director
City of Rock Island
1528 Third Avenue
Rock Island, IL 61201
(309) 732.2900
Brainard.miles@rigov.org

MIA was selected by the City of Rock Island to prepare a National Register of Historic Places nomination form for the Downtown Rock Island Historic District. As part of the nomination process, MIA completed a resources survey and prepared a digital building database to aid in the completion of the narrative description as part of the National Register nomination, as well as historic context statement and architectural significance narrative. The district encompasses 82.3 acres with 108 contributing buildings, two contributing structures, five contributing parking lots, nine contributing objects, 27 non-contributing buildings, one non-contributing site, 15 non-contributing parking lots, and five properties previously individually listed on the National Register of Historic Places.

The District is the original city center for Rock Island and endures as a locally significant commercial district and the heart of Rock Island County government, society, and local community culture for the City of Rock Island since its founding in 1841.



PROJECT PROFILE

Project Name The United States Housing Corporation Historic District

Location Rock Island, IL

Firm's Contribution Preparation of a National Register Nomination Form

Completion Date 2024

Client/Contact Linda Anderson
Rock Island Preservation Society
1718 21st Street
Rock Island, IL 61201
lwickerrph@aol.com

The Rock Island Preservation Society selected MIA to prepare a National Register of Historic Places nomination form for The United States Housing Corporation Historic District. The district is composed of two discontinuous units. It consists of 184 contributing buildings and 35 non-contributing buildings, of which 14 were constructed as part of the housing collection but have suffered a loss of integrity, and the remaining 21 buildings were built as standard residential development within the area and not by the U.S.H.C. There are 23 contributing secondary resources (e.g., garages) and 151 non-contributing secondary resources.

The Rock Island District of the United States Housing Corporation (USHC) is nationally significant as the first instance of the federal government becoming directly involved in building non-military, permanent housing for civilians. Just 37 of the 60 nationwide projects continued after Armistice Day in 1918. Save for projects at Vallejo, California and Bremerton, Washington, the Rock Island District was the westernmost completed USHC project. It was the largest of the four Midwest projects and its house designs directly reflected regional architectural tract house design and popular tastes. While multi-unit designs, including dormitories and hotels, dominated other project sites, the Rock Island District differed from the beginning because it valued the single-family detached house and a commitment to homeownership as the best means of securing good citizenship.



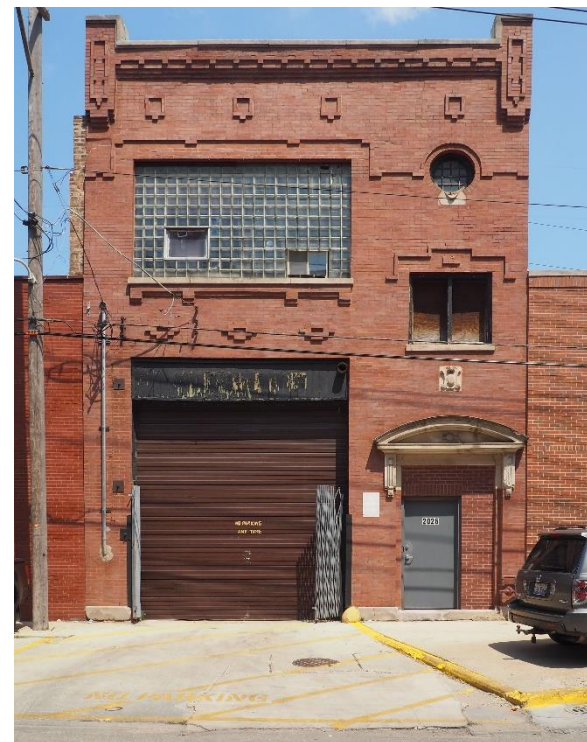
PROJECT PROFILE

<i>Project Name</i>	Kinzie Industrial Corridor
<i>Location</i>	Chicago, IL
<i>Firm's Contribution</i>	Multiple Property Evaluation and Resources Survey
<i>Completion Date</i>	2019
<i>Client/Contact</i>	Erika Sellke City of Chicago Dept. of Planning and Development 121 N. LaSalle Street, Rm 1006 Chicago, IL 60602 (312) 744.9146 Erika.sellke@cityofchicago.org



MIA was selected by the City of Chicago to prepare a Multiple Property Evaluation (MPE) Report for the Kinzie Industrial Corridor. The project included a resource survey of the 800 properties in the corridor, including National Register (NR) and City of Chicago (COC) Landmark evaluation, research to determine date of construction and historic use/name, and identification of character-defining features, architectural style, building typology, and alterations/changes over time. Upon completion of the survey, MIA prepared an MPE which provided a description of the survey area and methodology, narrative on the history and development of the corridor, architectural description of the corridor, a comprehensive identification of industrial building typologies, and recommendations for the preservation of the corridor including NR listing and COC Landmark designations.

Located in the Near West Side Community area, the Kinzie Industrial Corridor is one of Chicago's first industrial areas. Development was spurred by the arrival of Chicago's first railroad, the Galena & Chicago Union, and Chicago's first stockyards, Bull's Head, in 1848. National industrial companies which established plants in the corridor included firms like the H.J. Heinz Company, Dixie-Vortex Company, and Kraft Foods Company. Today, the Kinzie Industrial Corridor remains a center for manufacturing and industry and represents Chicago's industrial heritage from the mid-to-late nineteenth century to present day.



Design Guidelines are [available here](#).

PROJECT PROFILE

Project Name Neighborhood Conservation Districts Zoning Amendment and Pilot Design Guidelines

Location Chicago, IL

Firm's Contribution Character Building Survey and Design Guideline

Completion Date 2020

Client/Contact Cindy Roubik
City of Chicago
Dept. of Planning and Development
121 N. LaSalle Street
Chicago, IL 60602
(312) 744.0012
cynthia.roubik@cityofchicago.org

McGuire Iglesias & Associates, Inc. (MIA) teamed with Site Design Group, Ltd. (prime) to complete Design Guidelines for the Bronzeville and Englewood study area of the Neighborhood Conservation District (NCD) Pilot Project. MIA's role in the NCD Pilot Project included the completion of a neighborhood windshield survey of each pilot area to identify those character-defining features and buildings which represent the neighborhood. The focus of the survey was on existing architectural styles, principal elevation features, landscaping/streetscape, massing, materials, use, site/setting, scale, building orientation, and building typologies to define the identity of each neighborhood's built environment and serve as a basis for the neighborhood specific design guidelines.

MIA also provided services for the development of the design guidelines with a focus on the adaptive reuse of existing buildings to encourage the preservation of neighborhood character and development patterns, while promoting appropriate contemporary architecture on infill lots or the redevelopment of non-character buildings.



Community Development Department
1528 3rd Avenue
Rock Island, IL 61201

ENCLOSED: Response to RFP – Historic Design Guidelines



AltusWorks Proposal for the City of Rock Island: Historic Design Guidelines

August 21, 2025

Table of Contents:

1. Qualifications Statement
 - A. Key Staff Resumes
 - B. Related Experience
2. Approach to Addressing Scope of Services
 - A. Proposed Timeline
 - B. Proposed Budget
3. Standard Contract for Services (not yet executed)



August 21, 2025

City of Rock Island
Attn: Eunice Amissah-Mensah, Urban Planner
Community Development Department
1528 3rd Avenue
Rock Island, IL 61201

Re: RFP – Historic Design Guidelines for the City of Rock Island

Qualifications Statement

AltusWorks is pleased to submit our proposal to provide professional services for the City of Rock Island's Historic Design Guidelines.

AltusWorks is an architectural firm in Chicago, Illinois that has specialized in the preservation, restoration, and adaptive reuse of existing and historic structures since our founding in 2003. We are a certified women-owned business enterprise that operates as an S corporation.

Our adept team of 14 professionals consists of licensed architects, cultural resource specialists, historic preservation architects and designers, experienced façade inspectors, and an accredited building enclosure commissioning authority. All of our production staff meet the Secretary of the Interior's professional qualifications standards in architectural history, architecture, and/or historic architecture, with multiple decades of expertise in developing and applying design standards that align with the Secretary of the Interior's guidelines.

Key staff that will be committed to this project are:

- Founding Principal and Preservation Architect **Ellen F. Stoner**, AIA, CxA+BE, LEED AP will oversee project execution. Ellen has decades of experience in the management of complex projects, and historic preservation experience in the areas of research, assessment, report preparation, reuse studies and presentation, as well as peer review and stakeholder engagement. Ellen will be active in all aspects of project delivery and management.
- Cultural Resource Specialist and Planner **Anney Grish** will carry out the research, assessment, and documentation required for the successful completion of this project. Anney has years of experience in cultural resource management and preservation planning work across the country, and is skilled at marrying the complexity of preservation policy with contextuality and organized research.

Resumes detailing the relevant experience of these key staff members are included in the following pages.

Prior Experience

Our team at AltusWorks has a great depth of experience in the preparation of preservation planning documents. We understand the importance of providing municipalities and agencies with clear, practical tools that balance consistency in design review with accessibility for property owners. Our approach emphasizes integrating existing planning policies, aligning with the Secretary of the Interior's Standards, and incorporating illustrative graphics and examples to create guidelines that are both technically sound and user-friendly.

Our work on related projects has included the development of preservation planning documents for governments and agencies across the Midwest. These efforts required close collaboration with local governments and adherence to federal and state preservation standards, ensuring that the resulting documents could serve as effective resources for both staff and the public as needed.

Detailed descriptions of selected projects from the past five years are included in the following pages, along with references and their contact information.





Ellen Farlow Stoner Founder, Principal, Architect

Ellen leads a diverse restoration and rehabilitation team. Through her profound understanding of historic and new building materials, technologies and systems, AltusWorks excels at problem solving related to the complexities of working with existing and historic structures. Her expertise facilitates the implementation of a variety of projects from historic structures reports and program management to additions, building renovation and restoration, envelope repair and re-cladding, and adaptive reuse.

Summary of experience

Over 30 years practicing architecture, historic preservation and restoration

Professional Registration

Illinois Registered Architect
 NCARB Registered Architect
 LEED Accredited Professional, 2009
 Chicago Self-Certified Architect

Secretary of the Interior's Professional Qualifications

Architectural History
 Architecture
 Historic Architecture

Education

Master of Architecture, Historic Preservation Option, University of Illinois at Urbana-Champaign, 1991
 Bachelor of Science in Architectural Studies, University of Illinois at Urbana-Champaign, 1988

Project experience

Experience and expertise across a range of historic preservation-related projects.

Historic Preservation

Chicago Union Station Mail Platform Renovation, Section 106 Consulting Chicago, IL 2019-present | Preparing National Historic Preservation Act Section 106 documents for the incorporation of a new waiting room on the historic mail platform and the addition of new egress stairs through, and adjacent to, the Old Post Office.

Mill Race Inn, Adaptive Reuse Study Geneva, IL 2022 | Preservation Architect; prepared a feasibility study for the adaptive reuse of the 1840s Settlement Era vernacular structure, a local Geneva Landmark.

Chicago Transit Authority, Historic Illinois Building Survey/Historic American Engineering Record Chicago, IL 2017 | Researched and document the riveted construction of the elevated train track structure along CTA's North Mainline and the historic Vautravers Building that sits within the Newport Historic District as a term of the Section 106 Memorandum of Agreement.

Metra 59th/60th Street Station, Section 106 Consulting Chicago, IL 2017-present | Preparing National Historic Preservation Act Section 106 documents mitigating negative effects to historic resources in the replacement of the existing station.

Metra NEPA Master Agreement, Section 106 Consulting Chicago, IL 2021-present | Preparing National Historic Preservation Act Section 106 documents for the implementation of various infrastructure improvement projects.

Metra 115th Rock Island District Branch Station Rehabilitation, Section 106 Consulting Chicago, IL 2021-2022 | Performed historic research and prepared National Historic Preservation Act Section 106 documents identifying the eligibility and effects to historic resources for the replacement of existing station facilities.

Metra Grand Avenue Grade Separation, Section 106 Consulting Elmwood Park, IL 2020-present | Preparing historic assessment and National Historic Preservation Act Section 106 documents for grade separation between vehicular and rail traffic.

Connect Transit Downtown Bloomington Transit Center, Section 106 Consulting Bloomington, IL 2021-2023 | Performed historic research and prepared National Historic Preservation Act Section 106 documents identifying the eligibility and effects to historic resources for the construction of a new public transit terminal.



Ellen Farlow Stoner continued

Project experience

Experience and expertise across a range of historic preservation-related projects.

Historic Preservation

Planning Now - Chatham Multiple Resource District Landmark Designation Report Chicago, IL 2017 | Preparation of a multiple-property landmark designation report for mid-century modern housing in the Chatham neighborhood of Chicago, significant for its prominent African-American architects and unique architectural styles.

Planning Now - Patio Theater Landmark Designation Report Chicago, IL 2015 | Preparation of a landmark designation report for a rare, intact example of historic "theater block" architecture.

Metra Van Buren Street Station, Section 106 Consulting Chicago, IL 2020-2023 | Prepared National Historic Preservation Act Section 106 documents for renovations to the station and surrounding pedestrian infrastructure.

Chicago Transit Authority, Red/Purple Line Modernization Chicago, IL 2014-2020 | Historic Preservation Consultant interfacing between NEPA study and design team to mitigate negative effects to five historic districts through which the train track passes. Provided design consultation for the replacement of four historic stations and relocation of one local landmark.

Chicago Union Station, Preliminary Engineering Chicago, IL 2015-2018 | Historic Preservation Consultant on a multi-disciplinary design team for the preliminary engineering of 13 projects focused on operations, safety and accessibility. Prepared Historic Preservation Plan and advised on design solutions impact on historic resources.

Stakeholder Engagement

Saint Peter's Episcopal Church Rehabilitation Chicago, IL 2019-2021 | Orchestrated design workshops with parishioners to gather their perspectives and input as part of the rehabilitation and renovation plan for the church. *Winner of the 2021 Faith & Form Design Award for Adaptive Reuse

Positioning Pullman Ideas Workshop Chicago, IL 2015 | Preservation Architect as part of the Collaborative Ideas Workshop for America's Newest National Monument charged with Programming Options for Historic Structures, Treatment of Vacant Sites, Interpretation of Demolished Buildings, and Infill Design Guidelines.

DuPage County Forest Preserve - McKee House Architectural Study Lombard, IL 2013 | Facilitated public meetings to gather input on the community's preferred reuse options as part of preparing a feasibility study to investigate opportunities for rehabilitation of the vacant historic residence.

Preservation Architecture

Moline Multi-Modal Station, O'Rourke Building Moline, IL 2012 | Historic Preservation and Building Envelope Consultant and Preservation Architect providing Section 106 services as part of multi-disciplinary team for LEED Silver rehabilitation of historic O'Rourke Building into regional transportation hub seeking Federal Historic Tax Credits.

Chicago Transit Authority, Montrose Station ASAP Renovation Chicago, IL 2023-present | Architectural Designer on an engineering team implementing accessibility and circulation improvements for CTA's Montrose Blue Line station, including new elevators, stairs, and other interior renovations.

Illinois Neuropsychiatric Institute Building Envelope Restoration Chicago, IL 2020- Present | Preservation Architect for building envelope system restoration including limestone, terra cotta, and brick masonry walls, multiple roof levels, fenestration, and doors.

Evanston History Center Evanston, IL 2010-present | Preservation Architect for the comprehensive restoration of the 1890's Charles Gates Dawes Mansion and Coach House, a National Historic Landmark.

9401 S. Ewing Schlitz Tied House Envelope Restoration Chicago, IL 2021-Present | nclosure assessment, cost estimate, zoning and code analysis to prepare construction documents for select envelope repairs to rehabilitate the abandoned bar and apartment building.

Clarke-Forde House Museum Restoration Chicago, IL 2021-2023 | Preservation Architect for the exterior restoration of the oldest house in Chicago, including facility assessment and design of exterior envelope repairs, mechanical, engineering, and plumbing upgrades, and site accessibility improvements.

Museum of Science and Industry Facade Restoration Chicago, IL 2018-2022 | Preservation Architect for the envelope restoration project (\$16.3M) designed concurrently to complete the exterior restoration program. Restored limestone facades, terra cotta domes, skylights, masonry parapets, roof replacement, drainage improvements, monumental granite and limestone entrance stair replacement and modern kiosk entrances rehabilitation.





Anney Grish | Cultural Resource Specialist, Planner

Anney's passion for historic preservation stems from her background in urban planning and interest in how preservation can contribute to great public spaces. Her skillset includes preparing Section 106 and HABS/HAER documentation, developing comprehensive plans, and performing field surveys, historic research, and GIS mapping. Anney's experience bolsters the team's expertise in historic preservation documentation and planning.

Summary of experience

7 years working in architectural and historic preservation related fields.

Education

Master of Urban Planning and Policy, University of Illinois at Chicago, 2020

Bachelor of Arts in Sociology, Roosevelt University, 2011

Secretary of the Interior's Professional Qualifications

Architectural History

History

Affiliations and Memberships

Skyline Council of Landmarks Illinois

Young Professionals in Transportation - Chicago

Rust Belt Coalition of Young Preservationists

Project experience

Experience and expertise across a range of preservation related projects.

Historic Preservation

Metra NEPA Master Agreement, Section 106 Consulting Chicago, IL 2021-present | Performing historic research and preparing NHPA Section 106 documents identifying the eligibility and effects to historic resources for multiple transportation and rail improvement projects.

Metra 59th/60th Street Station, Section 106 Consulting Chicago, IL 2021-present | Performing historic research and preparing NHPA Section 106 documents identifying the NRHP eligibility of / potential project effects on historic resources for the replacement of an existing train station located within multiple historic districts.

Amtrak Chicago Union Station Mail Platform, Section 106 Consulting Chicago, IL 2021-2024 | Performed historic research and prepared NHPA Section 106 documents identifying the NRHP eligibility of / potential project effects on historic resources for a project at Chicago Union Station.

The Field School, Historic Tax Credit Consulting Chicago, IL 2023-present | Performing historic research, reviewing plans, and preparing applications and documentation for federal historic tax credits for a National Register-listed school building.

Old Chicago Neighborhood Historic Resources Survey Rock Island, IL 2024-2025 | Conducted a comprehensive historic resources survey of 250+ properties in a residential neighborhood, including field survey documentation, historical research, GIS mapping, and the development of preservation recommendations to support the town's long-term planning and preservation goals.

HABS Report, Elliott Farmhouse Oswego, IL 2021-2022 | Performed historic research and prepared Historic American Buildings Survey documentation to record the architectural design and history of an historic farmhouse.

Chicago Landmark Designation Reports:

- *Morning Star Baptist Church (2024-2025)*
- *Hyde Park Union Church (2023-2024)*
- *St. Adalbert Complex (2022-2023)*
- *Clark-Netsch House (2022)*

Performed historic research and prepared Landmark Designation reports and presentations for the proposed landmarking of architecturally and culturally significant buildings.



Anney Grish
continued

Project experience

Nuts & Bolts Brewing, Historic Tax Credit Consulting and National Register Nomination South Holland, IL 2023-present | Performing historic research and preparing the NRHP nomination report and federal historic tax credit application documents for one of the oldest remaining buildings in South Holland, to be adapted into a brewery.

Connect Transit Bloomington, Section 106 Consulting Bloomington, IL 2022-2023 | Performed NHPA Section 106 review process for the construction of the new Downtown Bloomington Transit Center. Site abuts the NRHP Bloomington Central Business District encompassing over 100 buildings dating from 1842. Performed archival research and field surveys to catalog historic resources and assess potential adverse effects from the proposed construction.

HABS Report, Villa Santa Maria Tinley Park, IL 2022-2023 | Quality Assurance review and edits for the internally-produced Historic American Buildings Survey (HABS) report of a historic building owned by the Cook County Forest Preserve.

Historic Buildings GIS Database Paris, TX 2021 | Built an ArcGIS geodatabase amalgamating multiple years of historic resources survey data for the city of Paris, Texas. Created shapefiles mapping over 1,000 building parcels with associated data points, and historic and current photos for each, including custom features for future changes. Designed interactive map content for the City's website to detail interesting findings and encourage public participation.*

Stakeholder Engagement and Research

Illinois Housing Development Authority Standards Updates Chicago, IL 2023 | Gathered feedback from developers, designers, and IHDA staff members engaged in multi-family housing projects and applied their input to reorganize IHDA's Architectural Planning and Construction Standards Document for improved clarity and ease of use.

Facility Analysis, Planning, and Management

Chicago Park District Polling Place ADA Assessment Chicago, IL 2023-2024 | Performed site assessments of 28 polling place locations for future ADA accessibility upgrades per the Department of Justice.

Chicago Public Schools First Floor Usable ADA Assessment Chicago, IL 2022 | Performed site assessments of 30 schools for barriers to first floor access and conceptual locations for future elevator service to multi-story facilities and provided the CPS capital planning team with a scope report for each assessed school for future accessibility upgrades.

Comprehensive Plan for the Village of Dolton, Dolton, IL 2020 | Planner who performed historic research, data analysis, report writing, and graphic design in creating a long-range comprehensive plan for the Village. *Winner 2020 APA-IL Project and Service Award, Student Award.**

Grow Greater Englewood: Bontemps Campus Plan, Chicago, IL 2020 | Planning Consultant who performed research, report writing, stakeholder engagement, and graphic design to assist in creating an adaptive reuse plan for a nonprofit urban agriculture organization. This plan focused on retrofitting a vacant elementary school building and campus to accommodate an urban farm and community center.*

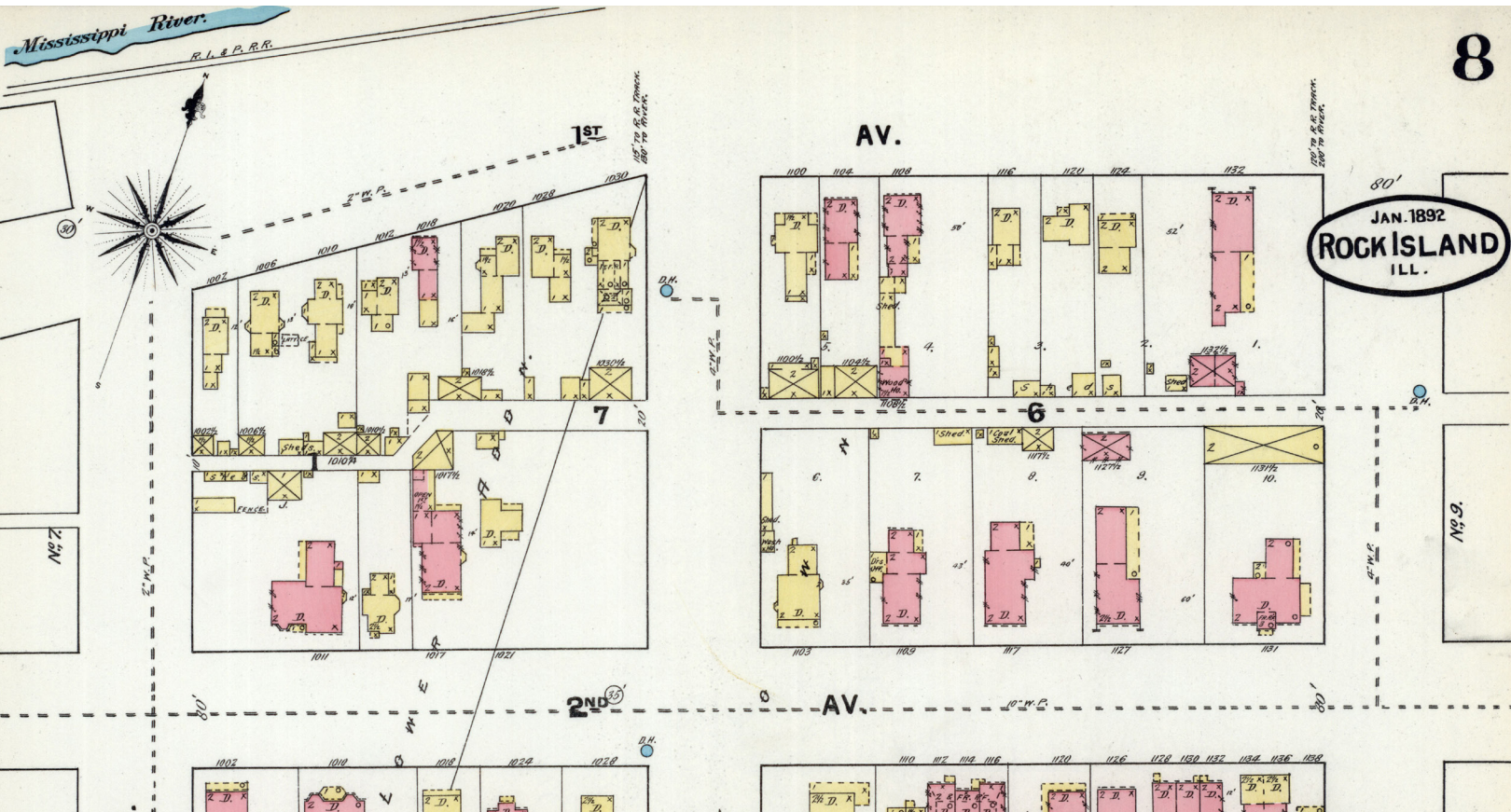
Universal Mobility Sidewalk Analysis Chicago, IL 2020 | Analyzed data from local transportation agencies using ArcGIS and Excel to assess sidewalk network completeness and contributing factors for accessibility throughout the Chicagoland region. Created maps and reports to summarize this data for potential legislative efforts.*

**completed under previous employment*



Old Chicago Neighborhood Historic Resources Survey Rock Island, IL

Historic Preservation Planning



CLIENT:

City of Rock Island, IL
 1528 Third Avenue
 Rock Island, Illinois 61201

CLIENT REFERENCE:

Tanner Osing
 Planning & Zoning Manager
 (309) 732-2901
 osingtanner@rigov.org

AltusWorks conducted a Historic Resources Survey of Rock Island's oldest residential neighborhood, Old Chicago, which encompasses approximately 163 acres and 469 parcels. We performed a pedestrian-level field survey to document and assess all properties, followed by comprehensive research to evaluate each property's potential eligibility for National Register and local landmark designation. In collaboration with Rock Island staff, we also developed and applied a unique ranking criterion tailored to the City's goals, prioritizing properties to help guide future planning and revitalization efforts.

To organize and present the survey results, we integrated all field data and evaluations into a GIS database, linking survey findings and recommendations for each parcel to shapefiles. We then compiled a detailed survey report that provides local historic context, outlines the survey methodology, illustrates key findings through charts, tables, and maps, and offers customized preservation recommendations. These final deliverables equip the City with tools to pursue new historic designations, implement targeted preservation strategies, and plan for the future of the Old Chicago neighborhood.



Chicago Housing Authority Design Standards

Facade & Historic Materials Specialist



CLIENT/OWNER:

SMNG-A / Chicago Housing Authority

60 E. Van Buren St.
13th Floor
Chicago, IL 60605

Richard Rothstein
Project Executive, Capital
Construction, CHA
(312) 913-7380

2018–2020

As part of a comprehensive effort to standardize CHA's basis of design and define owner performance requirements for all buildings systems, both new and renovated, AltusWorks prepared design standards and technical specifications to be used by approved Architects of Record through the system-wide Capital Improvement Program. These standards guided the repair, renovation, and replacement of existing building envelope systems.

Drawing on our in-depth knowledge of materials, detailing, and modes of failure, we developed effective and technically sound standards while also integrating state-of-the-art solutions. Our team paid particular attention to eliminating redundancies and inconsistencies in the historic materials and façade portions of the standards, producing a more user-friendly and consistent document that supports both preservation-sensitive design and ongoing capital improvements in residential developments.



[VIEW MORE AT ALTUSWORKS.COM](https://www.altusworks.com)

First Floor Usable Accessibility Assessments

Title II Compliance Scope Development



CLIENT/OWNER:
Chicago Public Schools

42 W. Madison Street
Chicago, IL 60606

Mehernosh Mistry
(312) 577-7400
mpmistry2@cps.edu

December 2021–December 2022

AltusWorks provided accessibility consulting for Chicago Public Schools as part of a city-wide assessment effort to identify barriers to first-floor access in over 200 schools. Over several months, we evaluated 30 neighborhood school facilities for compliance with Title II of the Americans with Disabilities Act, considering both conceptual options for future vertical circulation and near-term renovation priorities. AltusWorks prepared detailed scope-of-work recommendations addressing toilet rooms, main office areas, parking lots, and primary entrances. The project required consistent interpretation of design standards, comprehensive documentation of existing conditions, and the development of clear, actionable recommendations to guide capital planning and facility improvements.



[VIEW MORE AT ALTUSWORKS.COM](https://www.altusworks.com)

Chicago Park District, Polling Places Accessibility Improvements

Accessibility Consultant and Architect



OWNER:
Chicago Park District

CLIENT:
MoDE Architects
213 W. Institute Place, Suite 210
Chicago, IL 60610

CLIENT REFERENCE:
James Mo, Principal
(312) 475-9918
jmo@modearchitectspc.com

October 2023 - Present

As part of a multi-disciplinary team, AltusWorks performed accessibility assessments of 28 polling place locations within Chicago Park District fieldhouses and other facilities. Our work included documenting existing conditions, identifying barriers to accessibility, and developing recommendations in alignment with the Chicago Public Schools design guidelines and the U.S. Department of Justice Consent Decree. Following this assessment, AltusWorks designed and prepared construction documents for site and building upgrades to achieve ADA compliance. The project required consistent application of design standards, clear documentation of findings, and the translation of technical requirements into practical construction solutions.



VIEW MORE AT [ALTUSWORKS.COM](https://www.altusworks.com)

Mayslake Peabody Estate - Facility Condition Assessment and Master Plan

Adaptive Reuse and Rehabilitation



CLIENT/OWNER:

**Forest Preserve District of DuPage
County, Office of Planning**

1717 31st Street
Oak Brook, IL

CLIENT REFERENCE:

Jessica Ortega
Office of Planning
(630) 871-6404
jortega@dupageforest.com

July 2023– Present

AltusWorks was engaged to prepare a Facility Condition Assessment and Reuse Master Plan for the Mayslake Peabody Estate. Consisting of multiple structures on 87 acres of land, the formerly private property was purchased by the Forest Preserve District of DuPage County in 1993 and subsequently listed in the National Register of Historic Places.

Our team performed a detailed visual assessment of the structures on the estate grounds, developed a prioritized restoration program, and assigned costs for fiscal and capital planning. We then facilitated multiple community engagement sessions to gather feedback from stakeholders and the public to assist in developing the vision for the future of the estate. The final phase of the project, the Master Plan, consolidates data from the assessment and engagement processes to present reuse options that will inform fiscal planning and provide strategies to accommodate the collective vision for the future of public programming at Mayslake Peabody Estate.



[VIEW MORE AT ALTUSWORKS.COM](https://www.altusworks.com)

Chicago Engine Company Fire House Assessments and Master Plan

Exterior Envelope Assessment and Historic Preservation Consulting



CLIENT/OWNER:

City of Chicago - Department of Assets, Information, and Services (AIS)

Frances E. Rovituso-Strange
Coordinating Architect
City of Chicago, Department of AIS.

(312) 744-5476
Frances.Rovituso-Strange@cityofchicago.org

September 2023 - April 2024

ALTUSWORKS PROJECT TEAM:

Ellen F. Stoner: Principal-in-Charge
Keshia Patel: Assessor, Preservation Architect
Marty Kelly: Assessor

The City of Chicago has undertaken an assessment and design project to plan the modernization and standardization of its Engine Company Fire Station Houses located across the city. As the Building Envelope and Historic Preservation Consultant on a multi-discipline team led by Wight & Co, Altusworks developed and is implementing a prioritized assessment system to quantify and rank systems and components, identify remaining life cycle, and establish costs for repair or replacement.

In cooperation with McKinstry, who is evaluating the interior and building systems, AltusWorks is visiting all 102 engine companies over a 6 month period to assess the exterior walls, roofs, windows, doors, foundations, and appurtenances which constitute the buildings' enclosure systems. As the preservation consultant, AltusWorks is identifying the historic firehouses within the portfolio and advising during project's planning efforts on the impact to those resources.

Upon delivery of the assessment report, AltusWorks will advise Wight & Co on renovations to the firehouses in compliance with the Secretary of Interiors Standards for Rehabilitation.





Approach

AltusWorks is pleased to submit our interest and team's qualifications for this exciting project. We recognize that the City of Rock Island is seeking to modernize and unify its historic design guidelines, providing both a practical resource for property owners and a reliable tool for staff and commissioners. This undertaking will involve careful integration of the City's existing policies and the recommendations of the 2016 Heritage Resources Plan into a single, accessible framework. The result will be a set of guidelines that clearly communicate standards, reflect current preservation practices, and support the City's ongoing commitment to protecting historic resources. By ensuring the guidelines are thorough, consistent, and user-friendly, we will empower property owners to make informed choices and help streamline the review process.

AltusWorks believes that strong, effective management and communication are key to the success of every project. Ellen Stoner, Principal at AltusWorks, will oversee the project, providing her expertise and quality assurance and control to ensure all commitments are met by our staff. Anney Grish, Cultural Resource Specialist, will serve as the primary point of contact for all communications with City of Rock Island staff, and will manage and coordinate all in-house work.

Our approach will begin with establishing a shared understanding of priorities and goals through an initial kickoff meeting with City staff. From there, our team will conduct a thorough review of the City's current guidelines, the Heritage Resources Plan, and representative historic properties across Rock Island. This groundwork will help us identify gaps and opportunities, particularly related to commercial and industrial areas, mid-century resources, and emerging topics such as energy efficiency and alternative materials.

With this foundation in place, we will develop a clear framework for the updated guidelines, organized by property type and architectural style, and illustrated with line drawings and photographs for clarity. Draft guidelines will be prepared in close coordination with staff, with multiple checkpoints built in to ensure feedback is incorporated efficiently. Throughout the process, our focus will remain on creating a document that is easy for staff and commissioners to apply consistently, while also serving as a practical, approachable reference for property owners.

Proposed Timeline

The following is our proposed timeline detailing critical project activities. This schedule is based upon an estimated notice of contract award of 9/8/25 per the issued RFP, and is subject to change based on modification of this date.

Phase 1 – Project Initiation (Sept 2025)

- Kickoff meeting with City staff
- Confirm scope, communication plan, and schedule
- Define objectives and gather insight

Phase 2 – Research & Analysis (Sept – Oct 2025)

- Review existing guidelines and Heritage Resources Plan
- Conduct field review of representative properties
- Identify gaps and opportunities

Phase 3 – Framework & Outline (Nov 2025)

- Develop annotated outline of updated guidelines
- Review outline with City staff and refine as needed

Phase 4 – Draft Guidelines (Dec 2025 – Jan 2026)

- Prepare first draft with narrative text, illustrations, and photos
- Submit to City staff for review

Phase 5 – Revised Guidelines (Jan – Feb 2026)

- Incorporate City feedback
- Resubmit to City staff for review

Phase 6 – Final Guidelines & Adoption (Feb – Mar 2026)

- Finalize document
- Present to Preservation Commission for recommendation

Overall Duration: 7 months (Sept 2025 – Mar 2026)



Proposed Budget

For the scope of services outlined in the issued RFP, we propose the following fee:

Service	Fee
Development of updated Historic Design Guidelines Document	\$17,500
Travel Expenses	\$500
TOTAL	\$18,000

Ms. Amissah-Mensah, I commit our resources as described in this proposal to the success of this project. Please do not hesitate to contact me should you need any further information. We appreciate the opportunity to assist the City of Rock Island in their preservation goals.

Respectfully,

AltusWorks, Inc.



Ellen F. Stoner, Principal





STANDARD TERMS AND CONDITIONS

Description of Services

AltusWorks, Inc. ("AltusWorks") agrees to perform the base services (the "Base Services") outlined in the Proposal for Services attached hereto (the "Proposal for Services"), dated _____, on behalf of _____ ("Owner") for the project described therein (the "Project").

Standard of Care

In performing these services, AltusWorks will use the level of care and skill ordinarily used for similar projects by reputable members of its profession currently practicing in the same location. AltusWorks makes no guarantee or warranty, express or implied, by providing services under this Agreement. AltusWorks, Inc. will use reasonable care to comply with applicable codes and laws in effect at the time services are provided.

Additional Services

Services provided at the Owner's request after the date hereof that are not part of the base services outlined in the Proposal for Services, which are agreed to in writing by AltusWorks, are considered to be additional services ("Additional Services"). AltusWorks will not proceed with Additional Services without the express written consent of the Owner.

Fees and Expenses

Fees for Services and Additional Services, if any, will be billed based on the portion of total services completed during the month as estimated by AltusWorks. The reimbursable expenses noted in the Fee Summary of the Proposal are in addition to the lump sum fee and will be billed accordingly. Owner will be invoiced monthly for Services, Additional Services, if any, and reimbursable expenses. All invoices are payable upon receipt regardless of the ability of the Owner to secure financing. Amounts unpaid 30 calendar days after the invoice date will be charged interest at a rate of one and a half percent (1.5%) per month from the invoice date until the date payment is received by AltusWorks. If interest is charged, all future payments will be applied to interest before applying to the base fee.

Retainer

A retainer in the amount of _____ is due upon acceptance of this Agreement. The retainer will be reduced by an amount equal to the amount of the last paid invoice and all other amounts then outstanding under this Agreement. In the event that any amount of the retainer is remaining after such setoff, the remaining amount, if any, will be promptly returned to Owner. In the event that this Agreement is terminated by the Owner through no fault of AltusWorks, the retainer will be forfeited and all outstanding invoices and fee incurred up to that day shall be paid in full.

Owner Provided Information

AltusWorks may rely on the accuracy and completeness of information provided by the Owner or Owner's consultants or agents without verification of the information.

**Contractor Contract Requirements:**

The following contract requirement shall be incorporated into the contract between the contractor and the owner. The Architect and the Architect's Consultants shall be named as 'additional insured' on the Commercial General Liability policies of the Contractor and Subcontractors of all tiers. Coverage for the additional insureds shall be on a primary and non-contributory basis.

Ownership of Documents and Copyright

All materials prepared by AltusWorks pursuant to this Agreement are instruments of service for use solely on this Project. AltusWorks is the original author and owner of the materials produced pursuant to this Agreement and retains all rights including, but not limited to, copyrights in and to such materials. The Owner shall not reuse or permit the reuse of such materials without the express written consent of AltusWorks.

Certifications

Any certification issued by AltusWorks is issued only for those contract documents prepared by AltusWorks. All certifications issued by AltusWorks are solely to its knowledge and only to such matters for which AltusWorks would have actual knowledge by the performance of its Base Services and Additional Services, if any, under this Agreement.

Termination

AltusWorks' obligation to perform its Base Services and Additional Services, if any, hereunder may be terminated by either party upon not less than seven (7) calendar days prior written notification to the other party. The Owner agrees to pay AltusWorks for all Base Services and Additional Service, if any, performed and all reimbursable expenses incurred to the date notice of termination.

Jobsite Safety

The Owner agrees and acknowledges that AltusWorks shall neither have control over or charge of, nor be responsible for, the construction means, methods, techniques, sequences or procedures, or for safety precautions and programs in connection with the Work, since these are solely the Contractor's rights and responsibilities under the Contract Documents. AltusWorks assumes no liability for workers or job site safety, error or omission by Contractor or its subcontractors.

Hazardous Materials

In consideration of the risks to AltusWorks in connection with the potential presence of hazardous materials, including but not limited to asbestos, mold, fungus, and PCBs at the Project Site, the Client agrees to make no claim and waives, to the fullest extent permitted by law, any claim or cause or causes of action of any kind, including but not limited to negligence, breach of contract or warranty, either express or implied, strict liability or any other causes, against AltusWorks which may arise out of or may in any way be connected to the presence of such hazardous materials. The Client acknowledges that AltusWorks is not and shall not be required to be in any way an "arranger," "generator," "operator" or "transporter" of hazardous materials present at or near the Project site, as these terms are defined in applicable federal or state statutes.



Force Majeure

If AltusWorks is hindered, delayed or prevented from performing its services under this Agreement due to (i) any act or neglect of Owner, or (ii) force majeure, the time for completion of its services shall be extended by the period of the resulting delay. Force majeure includes, but is not limited to, an act of God, war, terrorism, civil insurrection or unrest, strikes, labor stoppages, natural disasters, or the demands or requirements of government authorities.

Indemnification and Mutual Waiver

To the fullest extent permitted by law, Owner shall indemnify, defend and hold AltusWorks harmless from and against any and all claims, causes of action, costs, losses, liability and damages (including reasonable attorney and consultant fees and costs) arising from or related to the Project other than those claims that arise solely from AltusWorks' allegedly negligent conduct. To the fullest extent permitted by law, the parties waive against each other all claims for or entitlement to special, exemplary, incidental, indirect or consequential damages arising from or related to the Project. The parties also waive against each other all rights and claims otherwise covered by property insurance, by builder's risk insurance or by all risk insurance, including but not limited to subrogation rights, irrespective of whether the claims arise during or post-construction and regardless of final payment to AltusWorks.

Limitation of Liability

Notwithstanding anything to the contrary herein, in no event shall the total aggregate liability of AltusWorks and its officers, directors, employees, agents, and consultants to the Owner for any claim, whether based on Contract, tort or any other theory, exceed the remaining limits of AltusWorks' insurance coverage responding to a claim for the Services provided under this Agreement. Causes of actions between the parties to this Agreement pertaining to acts or failures to act shall be deemed to have accrued and the applicable statutes of limitations shall commence to run not later than either the date of Substantial Completion for the acts or failures to act occurring prior to Substantial Completion, or the date of issuance of the final Certificate for Payment for acts or failures to act occurring after Substantial Completion.

Design without Construction Administration

It is understood and agreed that the Architect's Basic Services under this Agreement do not include project observation or review of the Contractor's performance or any other construction phase services. The Owner assumes all responsibility for interpretation of the Contract Documents and for construction observation and the Owner waives any claims against the Architect that may be in any way connected hereto. If the Owner authorizes any construction phase services, then those services shall be compensated for as Additional Services, unless negotiated otherwise.

In addition, the Owner agrees, to the fullest extent permitted by law, to indemnify and hold harmless the Architect, its officers, directors, employees and subconsultants (collectively, Architect) against all damages, liabilities or costs, including reasonable attorneys' fees and defense costs, arising out of or in any way connected with the performance of such services by other persons or entities and from any and all claims arising from modifications, clarifications, interpretations, adjustments or changes made to the Contract Documents to reflect changed field or other conditions,



except for claims arising from the sole negligence or willful misconduct of the Architect.

Dispute Resolution

The parties agree to submit all claims, disputes, or other matters in questions arising out of this Agreement or breach thereof to mediation. The demand for mediation shall be made in writing with the other party and within a reasonable time after such claim, dispute, or other matter arises.

Third Party Beneficiary Liability

Base Services and Additional Services, if any, provided by AltusWorks under this Agreement are being performed solely for the Owner's benefit and no third parties are intended third party beneficiaries of this Agreement.

Assignment

Neither party shall assign this Agreement without the prior written consent of the other party.

Privacy/Confidentiality

AltusWorks will not disclose nonpublic information with respect to the Owner, except as may be required by law. Notwithstanding the foregoing, AltusWorks reserves the right to use certain details of the Base Services and Additional Services, if any, provided under this Agreement, including the Project address, budget, scope and images, for marketing and educational purposes.

Entire Agreement

This Agreement embodies the entire agreement of the parties with respect to the Project. No amendment to this Agreement shall be valid and enforceable unless in writing and signed by the parties.

Governing Law

This Agreement shall be governed by the laws of the State of Illinois, without regard to the principles of conflicts of law thereof.



Project Name: _____

Project Address: _____

Agreed to and Accepted by:

Owner

AltusWorks, Inc.

Signature

Signature

Printed Name

Printed Name

Title

Title

Address

211 N. Clinton St, Suite 3S
Address

Chicago, IL 60661

Date

Date

Response to Request for Proposals

Historic Design Guidelines for the City of Rock Island

Due: August 21st, 2025 at 4:00pm

Attention:

Eunice Amissah-Mensah

Urban Planner

Community Development Department



August 21st, 2025

Eunice Amissah-Mensah
Urban Planner
Community Development Department



**RE: Response to Request for Proposals (RFP)
Historic Design Guidelines for the City of Rock Island**

Dear Ms. Amissah-Mensah,

I am proud to extend JLK Architects' professional service proposal and qualifications to provide consulting services to the City of Rock Island to prepare Historic Design Guidelines. Our work with existing and historic buildings throughout Chicago and greater Illinois goes back to 1992, and we trust that our collaborative, research-driven approach and expertise in historic preservation are an ideal match for the City's goals and objectives.

Why JLK? We believe in being your partner in preservation and architecture. Our team brings together architecture and history. Technical preservation architects collaborate with talented architectural historians to guide the stewardship of historic resources throughout Illinois, from Art Moderne-style movie palaces and former industrial buildings in Rockford, to a large commercial department store building in Peoria and main street in Plainfield.

We know historic preservation. Our Secretary of the Interior-qualified preservation architects and architectural historians are experienced with the treatment of historic buildings and structures. We have a strong portfolio, a dedicated and technically expert staff, and awards attesting to our strength and applied understanding of historic preservation treatment standards, architectural design excellence, and collaborative processes. From our experience developing designs for the rehabilitation of various types of buildings, we bring firsthand knowledge in the appropriate treatment of historic buildings. We know how to identify, assess, and preserve the materials and features of historic buildings that make them significant. Where necessary, we also know how to undertake sensitive interventions when necessary to make accessibility improvements, increase sustainability, and ensure that our historic places remain safe and functional for generations to come. We know that feasibility and cost are important factors when evaluating appropriate treatments.

We know Illinois' historic downtowns. We know the vitality and variety of the historic Main Streets found in communities like Rock Island throughout Illinois. We've worked successfully on numerous complex projects involving the rehabilitation of historic buildings in the heart of these cities, and we've seen the impacts that this work can have. In Plainfield, we are working closely with Village staff to develop comprehensive downtown design guidelines that enhance existing historic treatment guidelines with additional guidance related to new development, sustainability, and Modern architectural styles and types. In Peoria, we recently completed the rehabilitation of the former Schipper and Block department store, an A&P supermarket, and a mid-century parking garage into new headquarters for OSF Healthcare which brings hundreds of employees into downtown daily. In Rockford, the future rehabilitation of the historic Times Theater will bring a mid-size live performance venue and restaurants to a long-quiet corner in downtown. We are also designing the adaptive reuse of the former Rockford Gas, Light & Coke Company Fitting and Meter Shops building in an industrial area just west of downtown.

We listen. We're dedicated to building a positive and collaborative working relationship with all project stakeholders and staff at the City of Rock Island. We take pride in working together to achieve a common goal: thoughtful, comprehensive, and well-executed Historic Design Guidelines that support the city and the community.

We're ready! We've grown to an office of 22 architects, historians, and support staff with projects throughout Illinois and beyond. Our team is flexible and prepared to be readily available for in-person meetings and coordination with advance planning. We are committed to prioritizing this project and eager to bring our experience and enthusiasm to support the City of Rock Island in this important next step toward holistic stewardship of its historic resources.

Please find our responses to the qualifications requirements and other requested information included herewith.

Thank you for your time and consideration.

A handwritten signature in black ink, appearing to read 'Meg Kindelin'.

Meg Kindelin, AIA
President, Johnson Lasky Kindelin Architects

Since 1992, JLK has specialized in award-winning historic preservation architecture and design.

Secretary of the Interior-qualified Architectural Historians and Historic Preservation Architects at JLK expertly guide public and private clients through all areas of cultural resources management.

Historians, architects, preservationists, planners, and designers at JLK provide cultural resources consulting and planning services that help designers, owners, and agencies navigate environmental review, historic resource evaluation, and preservation design standards.

Our expertise and services include:

- » Architectural History Reconnaissance and Intensive Field Surveys and Historic Contexts
- » Preservation Planning, Design Guidelines, and application of Secretary of the Interior Standards and Guidelines for the Treatment of Historic Properties
- » Nominations to the National Register of Historic Places and Local Landmark Designations
- » Financial Incentives including Historic Tax Credits
- » Compliance with Section 106 of the National Historic Preservation Act and the Section 707 of the Illinois State Agency Historic Resources Preservation Act
- » Historic Structure Reports
- » Heritage Documentation following National Park Service Standards and Guidelines, including HABS, HAER, and HALS
- » Interpretive display, historic marker, and plaque design and development



Consultant Qualifications



JLK Architects is an established full-service historic preservation architecture firm located at 230 W. Huron Street, Suite 510 the River North neighborhood of Chicago, Illinois. Meg Kindelin, AIA is the President and Owner of JLK Architects, an S-Corporation in Illinois.

JLK offers full architectural design and construction administration services as well as expanded services in both public and private sectors, transportation infrastructure, and historic preservation planning and cultural resources management. Founded in 1992, rigorous research, technical investigation, and thoughtful design have defined our approach to architecture and historic preservation since the firm’s inception. Under Meg’s leadership since 2014, the firm has grown significantly into a diverse and talented team of architects, designers, planners, and historians.

Our architectural historians and historic preservation architects meet and exceed the Secretary of the Interior’s (SOI) Professional Qualifications Standards for Historic Architecture and Architectural History, as shown in Appendix A as listed in the Certified Local Grants (CLG) Manual.

JLK’s SOI qualified architectural historians and preservationists will utilize their expertise to ensure the new guidelines align with the objectives of the Illinois State Historic Preservation Office (SHPO) and the SOI Standards for the Treatment of Historic Properties and incorporate contemporary best practices and material advancements. As preservation architects, our team brings firsthand, applied preservation experience to this work. In all our work, we adhere to preservation treatment standards and guide the rehabilitation of historic buildings of various sizes, types, and styles. Recently our office completed the adaptive reuse of the OSF HealthCare Ministry Headquarters which received a Richard H. Driehaus Foundation National Preservation Award (2023) from the National Trust for Historic Preservation. Our team designed replacement terracotta spandrel panels which were no longer extant on the building. To meet project cost and durability, the new panels were manufactured out of compatible alternative material, Glass Fiber Reinforced Concrete (GFRC), which replicated the historic design and glazed white finish of the historic terracotta. This project was featured in the National Park Service (NPS) *Preservation Brief 16: The Use of Substitute Materials on Historic Building Exteriors* (2023).

KEY STAFF COMMITTED TO THE PROJECT

The organizational chart below shows the proposed structure and key staff committed to this project.





Meg Kindelin, AIA

President | Principal in Charge

Meg is a Secretary of the Interior-qualified Historic Architect and Architectural Historian with over 26 years experience in historic preservation. Meg brings enthusiasm, passion, and creative problem solving to projects. Her actionable insights and hands-on, collaborative approach ensure projects and teams of myriad size and scope are delivered on time and within budget. Meg oversees all adaptive reuse and renovation projects, historic structure reports, heritage documentation projects (HABS/HAER), reuse feasibility studies, and condition assessments. As an established leader in the preservation field, she sits on committees for Landmarks Illinois and is former Chair of the Illinois Historic Sites Advisory Council with the State Historic Preservation Office.

Education

Master of Architecture in Design
University of Texas at Austin

Master of Science in Architectural History
University of Texas at Austin

Bachelor of Science in Anthropology
University of Illinois at Urbana-Champaign

Registrations

Registered Architect in
States of Illinois, Indiana, and Kentucky

Qualifications

SOI-Qualified Historic Architect and Architectural
Historian, as codified 36 CFR Part 61

Professional Affiliations

AIA Historic Resources Committee

Association for Preservation Technology
International

Illinois Historic Sites Advisory Council. Chair

Landmarks Illinois, Easements Committee

WB Griffen Society

Society for Industrial Archaeology

Construction History Society of America

Chicago Architecture Foundation, Newhouse
Curriculum Program

National Trust for Historic Preservation

Society of Architectural Historians

WTS International, Women in Transportation

World Heritage USA Member

Relevant Experience

Village of Oak Park

Historic Building Preservation Plan and
Rehabilitation Feasibility Assessment
Oak Park, Illinois

Village of Sheffield

Village Hall Condition Assessment and
Programming
Sheffield, Illinois

OSF Healthcare Headquarters

Rehabilitation and Tax Credit Project
Historic Preservation Consultant
Peoria, Illinois

Times Theater

Historic Tax Credit Consulting and
HP Architecture
Rockford, Illinois

915 Cedar

Historic Tax Credit Consulting and
HP Architecture
Rockford, Illinois

Barrington's White House Cultural and Community Center

Rehabilitation and Addition
Barrington, Illinois

Essanay Film Studios Building

Historic Structure Report and Feasibility
Study
Chicago, Illinois

Battledeck House

Restoration
Highland Park, Illinois

Ragdale House

Restoration
Lake Forest, Illinois

Darlington Hotel

Adaptive Reuse
Chicago, Illinois

Village of Plainfield

Historic Barn Restoration
Kane County, Illinois

Glenview Park District

Wagner Farm Barn and Out Building
Stabilization Report
Glenview, Illinois

Glessner House

Wood Window, Door and Courtyard
Restoration
Chicago, Illinois

The Governor Duncan Mansion and Park

Historic Structures Report
Jacksonville, Illinois

Martin Mitchell Mansion

Naper Settlement
Naperville, Illinois

Solomon Cottage

Adaptive Reuse
Park Ridge, Illinois



Kelsey Kuehn

Associate | Architectural Historian

Kelsey is a multidisciplinary Architectural Historian with over five years of experience in architectural studies, historic preservation, and cultural resources management. She exceeds the Secretary of the Interior's Professional Qualifications for Architectural History and is experienced with conducting archival research, surveying and evaluating historic buildings, and authoring various technical reports. Her previous project experience includes nominations to the National Register of Historic Places (NRHP), documentation for the Historic American and Illinois Buildings Surveys (HABS and HIBS), and consultation for Historic Tax Credits (HTCs). Having also contributed to Section 106 and Section 110 National Historic Preservation Act compliance efforts for diverse projects in 16 states, Kelsey is well-versed in successfully navigating these processes.

Select Relevant Experience

Village of Oak Park
Historic Building Preservation Plan and Rehabilitation Feasibility Assessment
Oak Park, Illinois

JLK is partnering with the Village of Oak Park to rehabilitate and modernize the historic Village Hall and Municipal Campus, originally built in 1976 by architect Harry Weese.

Working closely with the Facility Review Committee and Village staff, JLK developed a Building Preservation Plan that identified character-defining features and treatment zones throughout the building and site.

Times Theater
Historic Tax Credit Consultation and HP Architecture
Rockford, Illinois

JLK provided historic preservation consulting services to the Art Moderne-style Times Theater, built in 1938.

JLK's Historic Preservation Studio worked with the owner, contractor, engineers, and architects to identify the building's character defining features and treatment options based on the Secretary of the Interior's (SOI) Standards for Rehabilitation. JLK managed the State and Federal Historic Tax Credits (HTC) processes and produced all documentation following State Historic Preservation Office (SHPO) and National Park Service (NPS) standards. As preservation architects, JLK analyzed existing conditions and historic documentation to inform the production of supporting narratives, drawings, and specifications following SOI Standards for Rehabilitation.

Rockford Gas, Light & Coke Company Meter and Fitting Shop, 915 Cedar Street
National Register Nomination and Historic Tax Credit Consultation
Rockford, Illinois

JLK is supporting a local private development client in the adaptive reuse of the former Rockford Gas, Light & Coke Company Fitting and Meter Shops Buildings.

Secretary of the Interior (SOI) qualified Historic Preservation Architects and Architectural Historians conducted archival research and field photography to list the building in the National Register of Historic Places (NRHP). JLK presented to the Illinois Historic Sites Advisory Committee in late winter 2024 and the building was successfully listed in the NRHP.

JLK is currently providing Historic Tax Credit Consultation Services and Full-service Historic Preservation Architectural Design to ensure that rehabilitation of the building meets preservation standards and navigates the historic tax credit certification process smoothly.

City of Chicago
Section 106 Review for HUD Grant-Funded Programs
Chicago, Illinois

Chicago Park District
Various HUD Grant-funded Improvements Projects, Section 106 Compliance
Chicago, Illinois

DuPage Water Commission
Water Transmission Pipeline Extension Project, Section 106 Compliance
DuPage, Will, and Kendall Counties, Illinois

Education

Master of Art History
University of Wisconsin-Milwaukee

Bachelor of Science, Architectural Studies
Art History and Criticism Minor
University of Wisconsin-Milwaukee

Qualifications

SOI-Qualified Architectural Historian, as codified 36 CFR Part 61

Professional Affiliations

Docomomo US/Wisconsin
Founding Board Chapter Member

Landmarks Illinois, Skyline Council
Secretary 2024-2026

Society for Industrial Archaeology, Big Shoulders Chapter
Founding Chapter Member

Lectures & Talks

Preserving Modernism and the Spirit of Open Government: The Role of Preservation Planning and Advocacy in Securing the Future of Oak Park's Village Hall
Preserving the Recent Past Conference, Boston, MA, March 2025

Articles & Essays

Sensitive, Contextual, Modern: Examining Works by Alonzo Robinson, Wisconsin's First Black Architect
Docomomo US Regional Spotlight
Co-Authored with Paul Wellington, Spring 2021



Victoria Hill

Associate | Architectural Historian

Victoria is a Secretary of the Interior-qualified Architectural Historian with four years of experience in historic preservation and cultural resources management. She is experienced in conducting archival research, surveying and documenting historic buildings, and authoring various technical reports. Her project experience includes NRHP nominations, documentation for Historic American Buildings Survey (HABS), Historic Tax Credit consultation, and Section 106 Historic Preservation Act compliance efforts for diverse projects in Illinois and is well-versed in successfully navigating these processes.

Education

Master of Science in Historic Preservation
School of the Art Institute of Chicago

Bachelor of Arts in Art History, Criticism, and Conservation
Stanford University

Qualifications

SOI-Qualified Architectural Historian, as codified 36 CFR Part 61

Professional Affiliations

Association for Preservation Technology, Great Lakes Chapter

Landmarks Illinois, Skyline Council

Society for Industrial Archaeology, Chicago Big Shoulders Chapter

Select Relevant Experience

Rockford Gas, Light & Coke Company Meter and Fitting Shop, 915 Cedar Street
National Register Nomination and Historic Tax Credit Consultation
Rockford, Illinois

JLK is supporting a local private development client in the adaptive reuse of the former Rockford Gas, Light & Coke Company Fitting and Meter Shops Buildings.

Secretary of the Interior (SOI) qualified Historic Preservation Architects and Architectural Historians conducted archival research and field photography to list the building in the National Register of Historic Places (NRHP). JLK presented to the Illinois Historic Sites Advisory Committee in late winter 2024 and the building was successfully listed in the NRHP.

JLK is currently providing Historic Tax Credit Consultation Services and Full-service Historic Preservation Architectural Design to ensure that rehabilitation of the building meets preservation standards and navigates the historic tax credit certification process smoothly.

Brewmaster's House, 500 N Madison Street
Adaptive Reuse Historic Treatment Plan
Rockford, Illinois

JLK Preservation Architects and Architectural

Historians developed a historic treatment plan of the interior and exterior for the adaptive reuse of the former Brewmaster's House into a commercial

Village of Plainfield
Architectural Consultation Services and Downtown Design Guidelines
Plainfield, Illinois

City of Chicago
Section 106 Review for HUD Grant- Funded Programs
Chicago, Illinois

Chicago Park District
Various HUD Grant-funded Improvements Projects, Section 106 Compliance
Chicago, Illinois

DuPage Water Commission
Water Transmission Pipeline Extension Project, Section 106 Compliance
DuPage, Will, and Kendall Counties, Illinois



DATES: Ongoing

ROLE: Historic Preservation Architect

KEY STAFF:

Meg Kindelin, Principal in Charge

Kelsey Kuehn, Project Manager

Victoria Hill, Architectural Historian

Aubrey Prestwich, Architectural Historian

The Village of Plainfield is located 35 miles southwest of Chicago along the DuPage River. Incorporated in 1834, the Village has a rich history and is one of the oldest communities in Will County and Kendall County. Its historic Main Street is defined by the character of its late nineteenth century and early twentieth century building stock and is a historic district listed in the National Register of Historic Places. The Village engaged JLK to update existing historic and downtown design guidelines and create a comprehensive guidance document to guide future stewardship and new development.

Secretary of the Interior (SOI) qualified Architectural Historians and Preservation Architects at JLK are working closely with the Planning Department and Historic Preservation Commission to develop comprehensive design guidelines for downtown Plainfield. The goal of the project is to incorporate and update existing guidance to create a single document that outlines historic preservation treatment guidelines, guidelines for new construction design, and information about contemporary best practices for maintenance, repair, and replacement.

SERVICES

- Preservation Planning
- Existing Documentation Review, Research, and Peer Guidelines Analysis
- Architectural Field Survey
- Public Coordination and Presentation



DATES: 2018-2023

ROLE: Historic Preservation Architect

PROJECT BUDGET: Confidential

KEY STAFF:

Meg Kindelin, Principal in Charge

Katie McNamee, Preservation Architect

Kelsey Kuehn, Architectural Historian

JLK is the Historic Preservation Architect for the restoration and reuse of the seven-story former department store built in 1905. Peoria’s Downtown District is now the new headquarters for the nonprofit Order of Saint Francis (OSF) Healthcare System, the city’s largest employer.

The scope included programming, design, and construction for the adaptive reuse of the vacant historic building for modern use, including major demolition of the interior infrastructure and an exterior refurbishment. JLK directed the preservation work to ensure all aspects of the project met the Secretary of the Interior’s Standards for Rehabilitation and coordinated directly with the Illinois State Historic Preservation Office (SHPO). JLK’s work also included historic research, extensive surveying of historic materials and spaces in the building, and directing the team on all historic details, treatment, and strategies.

JLK led Historic Tax Credit documentation and the client earned 45% of all project costs through federal and state historic tax credits by completing the project in accordance with national preservation standards.

The project benefits the surrounding community in multiple ways. All contractors employed on the renovation were local. And when fully operational, the new OSF headquarters will bring about 700 people into Peoria’s downtown every day, helping reinvigorate the area both socially and economically.

SERVICES

- Comprehensive Space Planning, Interior Programming and Design
- Complete Architecture Services and Construction Documents
- Historic Research, Surveying and Coordination with SHPO

SELECT PROJECT AWARDS

- National Trust for Historic Preservation Richard H. Driehaus Award for Rehabilitation, 2023
- Landmarks Illinois Driehaus Foundation Preservation Award, 2023
- ALA Silver Award - Existing Building Mixed Use, 2022
- AIA Prairie Chapter Restoration Award, 2022
- SEAIO Award of Merit - Best Renovation/Retrofit/Preservation Project, 2022



DATES: 2023 - Ongoing

ROLE: Historic Preservation Architect

PROJECT BUDGET: \$100M

JLK FEE: \$450K

SQUARE FOOTAGE: 70K SF

CLIENT REFERENCE:

Rob Sproule
Public Works Director
Village of Oak Park
rsproule@oak-park.us

KEY STAFF:

Meg Kindelin, Principal in Charge
Heidi Nickel, Project Manager
Katie McNamee, Project Architect
Kelsey Kuehn, Architectural Historian
Tatiana Guletsky, Project Designer

JLK is partnering with the Village of Oak Park to rehabilitate and modernize the historic Village Hall and Municipal Campus, originally built in 1976 by architect Harry Weese. The facility currently serves as office space for Village staff and houses the Village Police Department. The primary goal of the project is to improve the functionality of the building to meet modern governance needs while preserving its historical significance and the Village’s commitment to Open Government.

The project began with a comprehensive building assessment and feasibility study conducted by JLK. Preservation Architects and Architectural Historians from JLK carefully reviewed historic documentation and previous studies to evaluate the building’s condition and potential for renovation. Working closely with the Facility Review Committee and Village staff, JLK developed a Building Preservation Plan that identified character-defining features and treatment zones throughout the building and site. The study also produced three conceptual design options, with one recommended scheme presented to the Village Board.

Currently, JLK is leading the schematic design phase for the Oak Park Municipal Campus alongside a multidisciplinary team of architects, engineers, planners, and landscape architects. This phase focuses on designing the new Police Department facility on-site while planning the rehabilitation of the existing Village Hall.

SERVICES

- In-depth historic research
- On-site field survey and study of interior finishes
- Feasibility analysis for proposed interventions
- Preparation of Building Preservation Plan
- Report compilation, formatting, and presentation



The Art Moderne-style Times Theater was built in 1938. Noted theater architect Edward P. Lewin and interior theater decorator Hanns R. Teichet designed this mixed-use commercial building and movie palace that is a contributing resource to the National Register-listed West Downtown Rockford Historic District. The theater is also designated as a local landmark. The building has been vacant and not in use for over 10 years. The building is in a severe state of deterioration, but a local development team is working diligently to adapt the building as a live performance venue and commercial restaurant space.

Secretary of the Interior-qualified Preservation Architects and Architectural Historians are working closely with the owner, contractor, engineers, and local architect of record to catalogue and guide the treatment of the building's interior and exterior character-defining features. JLK is also preparing all documentation to achieve state and federal historic tax credits (HTC) and coordinating with the State Historic Preservation Office (SHPO) and National Park Service (NPS). As preservation architects, JLK analyzed existing conditions and historic documentation to inform the production of supporting narratives, drawings, and specifications following SOI Standards for Rehabilitation. The project is currently in design development. A preliminary colorized rendering of the historic interior above shows the intent to restore historic lobby and theater finishes.

SERVICES

- Historic tax credit consultation, including coordination with SHPO and NPS
- Historic treatment consultation following SOI Standards for Rehabilitation
- Conditions documentation and assessment, including historic research and analysis
- Development of architectural narratives, drawings, and specifications



Sheffield Village Hall is a Classical Revival structure with Romanesque Revival influences built in 1909 by the local contractor Patrick M. Ford. It was designed by George Franklin Barber, and was placed on the National Register for Historic Places in 2012.

Secretary of the Interior (SOI) Qualified Preservation Architects and Architectural Historians from JLK carefully reviewed historic documentation and previous studies to evaluate the building's condition and potential for renovation. JLK completed a Conditions Assessment and Feasibility Study for the Sheffield Village Hall to recommend preservation-minded repairs and create a clear vision for the prudent reuse of the structure.

SERVICES

- Condition Assessment
- Preservation Planning
- Space Renderings
- Cost estimating services

Bidders Understanding and Approach



PROJECT UNDERSTANDING

We understand that the City of Rock Island, Illinois, is seeking historic preservation consultant services to create a comprehensive set of city-wide design guidelines that reflect current practices and technologies in the treatment of historic properties of various types and styles. We reviewed the Rock Island Residential Design Guidelines (1993), the Rock Island Downtown Design Guidelines, and the Rock Island Heritage Resources Plan (2016) to develop a thorough understanding of the City's existing guidelines. We understand the City's objectives to consolidate and expand upon these existing guidelines to assist the Preservation Commission, property owners, and developers and to make preservation projects more approachable while also strengthening the City's commitment to preservation through increased awareness and education. We understand the the City is a Certified Local Government (CLG) and that the Project is being funded with CLG funding grant dollars; as such, we understand that our project team and deliverables must adhere to the CLG program requirements.

PROJECT APPROACH

JLK Architects is proud and pleased to present our professional service proposal for Historic Preservation Services in response to the Request for Proposals (RFP) to create comprehensive Historic Design Guidelines for the City of Rock Island. We are proud of our 30-plus year reputation delivering quality design work and preservation excellence achieved by maintaining rigorous standards and highly engaged technical professionals. Our collaborative, hands-on, and research-driven approach defines our work. While our portfolio varies, our general approach to all preservation projects is consistent and proven.

- 1. Collaborative and Communicative.** Through regularly scheduled progress meetings and frequent coordination, we ensure that all team members and project stakeholders are engaged and informed about every aspect of the process. We collaborate across disciplines to ensure all efforts and outcomes are aligned.
- 2. Research-driven and Hands-on.** We believe in the approach to "know before you go." Before we go into the field, we conduct thorough research and review existing reports and documentation to understand the history and existing conditions and develop a detailed plan for successful field assessment. Before we develop recommendations, we ensure that all stakeholders have the same level of understanding about project deliverables and expectations.
- 3. On-time Project Delivery.** We understand that a rigorous quality control/quality assurance process and regular check-ins with the client and stakeholders are critical to successful deliverables and on-time delivery. We ensure that these processes are scheduled into all our projects.

To create Historic Design Guidelines for the City of Rock Island, our approach builds on the general scope of services outlined in the RFP with additional detail based on our professional experience and anticipated collaboration with the City.

1 - Kick-off Meeting and Project Coordination

As soon as we receive Notice to Proceed, we will organize a virtual kick-off meeting with the City Community Development Department, the City's Urban Planner, and members of the City Council and Preservation Commission. This meeting will allow our teams to meet, get to know each other, and establish the major priorities and goals which will set the tone for this work. We will also discuss immediate next steps and the comprehensive schedule so that all work kicks off at a deliberate pace that will be maintained for the entire Project. With this meeting, it is our goal to establish a common understanding of the broader vision and open communication among the entire team.

Throughout the duration of the Project, JLK will hold regular monthly virtual progress meetings with City staff, provide progress updates throughout the Project, and maintain consistent coordination via email and phone. In coordination with City staff, we will identify progress meetings at significant Project milestones for continued engagement and feedback from City staff, the Preservation Commission, and the City Council.

During our Field Survey (described in detail in Section 3), JLK will schedule in-person meetings with City staff as needed for any information sharing or critical coordination.

2 - Existing Documentation Review and Research

JLK will continue to reference the City's existing Residential Design Guidelines, Downtown Design Guidelines, and the Heritage Resources Plan. In addition, JLK will gather and review relevant information from the following:

- 1. Certificates of Appropriateness (COA).** In coordination with City staff, JLK will review past COAs to identify appropriate repair and rehabilitation projects that are good candidates for photo documentation and illustration in the Historic Design Guidelines.
- 2. Community Development Department Staff Feedback.** JLK will schedule a meeting with City staff, and the Preservation Commission as appropriate, to gather feedback on the COA review process. We hope to identify specific gaps in guidance, beyond the stated lack of guidelines for commercial and industrial areas outside of downtown, that will facilitate COA reviews. We also aim to understand common questions received from historic property owners and identify targeted resources for the maintenance, repair, and adaptive reuse of various property types.
- 3. Peer Cities' Historic Design Guidelines.** JLK will review recently updated historic design guidelines of peer cities in Illinois. For instance, the City of Elgin recently adopted its Design Guideline Manual for Landmarks and Historic Districts in March 2022.
- 4. Rock Island Historic Structures Inventory and Previous Surveys.** To develop a comprehensive understanding of the City's historic residential, commercial, and industrial, properties, JLK will review documentation related to existing historic structures, including local Landmarks, individual properties and historic districts listed in the National Register, and previous surveys and reports including the *Rock Island's Historic Residential Neighborhoods, 1835-1955: A Summary Report* and information recorded by the Rock Island's Most Significant Unprotected Structures Project.

As SOI-qualified preservation architects and historians, JLK will also draw on our professional expertise in applying the SOI Standards for the Treatment of Historic Properties. Our experience performing maintenance, repair, rehabilitation, and restoration work on historic properties of various types, styles, and scales informs the approachable, realistic, and applied lens through which we practice historic preservation.

3 - Field Survey

Prior to field survey, JLK will identify typical architectural typologies, forms, and styles throughout the City of Rock Island for survey. JLK will rely on the existing Residential Design Guidelines, Downtown Design Guidelines, Rock Island Historic Structures Inventory, Previous Surveys, and remote desktop review of existing conditions using Google StreetView.

JLK will coordinate with the City to schedule one day of field survey and any in-person coordination meetings with staff. The purpose of the field survey is to complete the following:

- Capture updated high-resolution photographic documentation of the following for use in illustrating the Historic Design Guidelines:
 - » Typical architectural resource typologies and forms (commercial, residential, industrial).
 - » Typical architectural styles and character-defining features of each style (examples of each research type in each style).
 - » Examples of appropriate repairs, alterations, modifications, and replacement of historic materials, finishes, and features (to be coordinated with the City by review of previously approved COAs).

4 - Historic Design Guidelines Development

Our team will synthesize the efforts of our existing documentation review, research and coordination, and field survey to develop a comprehensive set of design guidelines for the treatment of historic properties in the City of Rock Island. We will work closely with the City Community Development Department and Urban Planner during development, provide frequent updates, and seek regular feedback during scheduled working sessions and review meetings. Our approach is as follows:

1. We will produce a document with written narrative, bulleted summaries, and decision-making “Do’s and Don’ts” call-outs that incorporate all appropriate existing guidelines with the following:
 - » Design guidance (massing, scale, material, siting, general compatibility, etc.) for additions to historic properties of various architectural types and styles.
 - » Design guidance (massing, scale, material, siting, general compatibility, etc.) for the treatment of non-contributing resources and proposed new construction within historic districts.
 - » General guidance on best-practices for the maintenance, repair, and replacement of significant historic materials, finishes, and features using appropriate methods and compatible alternative materials.
 - » Specific guidance for the treatment of historic mid-century buildings, industrial buildings and complexes, and commercial properties.
 - » Specific guidance on sensitive and compatible interventions to improve accessibility and sustainability at historic properties.
2. We will illustrate the guidelines with high-resolution photographs and line drawings that depict the following:
 - » Typical historic architectural resource typologies and forms represented throughout Rock Island.
 - » Typical historic architectural styles and character-defining features of each style represented throughout Rock Island.
 - » Examples of appropriate and inappropriate repairs, alterations, modifications, and replacement of historic materials, finishes, and features.
 - » Recommended and not recommended approaches to repairs, rehabilitation, and additions.
3. We will work closely with the City Community Development Department and Urban Planner to develop a final document for presentation to and approval by the City Preservation Commission and adoption by the City Council.

Proposed Project Timeline & Budget

We understand that the RFP states that the Preservation Commission will make a recommendation on August 27, 2025 and that the City Council will award the contract for this work on September 8, 2025. We assume that notice to proceed (NTP) will be issued immediately and we are prepared to prioritize this work. Our proposed timeline to complete this work is approximately 20 weeks as outlined below with approximate dates in italics.

Project Milestone/Activity	Duration
Kick-off Meeting	1 Day <i>September 10, 2025</i>
Existing Documentation Review	2 Weeks <i>September 10 - September 24, 2025</i>
Research	Ongoing throughout Project
Field Survey	1 Day <i>September 24, 2025</i>
Draft Guidelines	6 Weeks <i>September 24 - November 5, 2025</i>
City Review of Draft Guidelines	2 Weeks <i>November 5 - 19, 2025</i>
JLK Revise Guidelines	2 Weeks* <i>November 19 - December 3, 2025*</i> <i>*Thanksgiving: November 27</i>
City + JLK Final Review Meeting	1 Day <i>December 3, 2025</i> <i>Approval by December 11, 2025 Preservation Commission submittal deadline</i>
Preservation Commission Approval	1 Day <i>Meeting on December 18, 2025</i>
Adoption by City Council	January 2026 Meeting

PROPOSED PROJECT BUDGET

JLK and our project team understand that all costs for this project are limited to a not-to-exceed (NTE). Based on this, we propose the following breakdown of costs:

<i>Consultant Services to create Historic Design Guidelines</i>	<i>\$17,500</i>
<i>Estimated Reimbursables (Travel)</i>	<i>\$500</i>
Total Fee	\$18,000

References



Three (3) references for whom JLK has provided similiar services in the past five (5) years are listed below.

Project: Oak Park Village Hall Preservation Plan and Rehabilitation

Rob Sproule
Public Works Director
Village of Oak Park
Phone: 708-358-5700
Email: rsroule@oak-park.us

Project: Sheffield Village Hall Adaptive Reuse Feasibility Study

Skip Moore
Treasurer
Sheffield Village Hall Alliance
239 S. Main Street
Sheffield, IL 61361
Phone: 815-200-9847
Email: txwmoore@outlook.com

Project(s): UIUC Historic Preservation & Architecture Retainer Contracts

Dennis Craig
Campus Historic Preservation Officer
University of Illinois at Urbana-Champaign
Facilities & Services
1501 S. Oak Street
Champaign, IL 61820
Phone: 217-300-2077
Email: dlcraig@illinois.edu

CITY OF ROCK ISLAND, ILLINOIS

HISTORIC DESIGN GUIDELINES

August 21, 2025





Eunice Amisah-Mensah
Urban Planner
Community Development Department
1528 3rd Avenue
Rock Island, IL 61201

RE : Rock Island Historic Design Guidelines

Dear Eunice and Members of the Selection Committee:

On behalf of Designing Local we would like to thank you for the opportunity to submit this proposal to the City of Rock Island to update the Historic District Design Guidelines. We understand the importance of creating a resource that builds on the City's Heritage Resources Plan and not only assists in design review but also empowers property owners to maintain and enhance their historic properties. We create design guidelines with one main goal: to make sure residents and property owners of all experience levels can easily understand and use them.

We bring national experience creating design guidelines. Designing Local is a certified woman-owned business with deep experience in historic preservation, planning, implementation, urban design, as well as place-based master plans. As an Ohio-based planning firm with national reach, our team has over eight years of experience providing historic preservation planning and are qualified under the Federal Historic Preservation Professional requirements as described in the United States Secretary of the Interior's Standards for Archeology and Historic Preservation (48 FR 44716). The proposed team regularly travels to projects in cities, towns, and villages across the country to provide specialized expertise.

We position preservation design guidelines as a tool for growth and revitalization. We view a community's built environment as the primary element which defines the community's identity and formulates the experience of residents and visitors. We will take a balanced approach to this project that sets a clear path for new developments by leveraging existing assets to reinforce a sense of place. It will also provide clear, appropriate guidance to historic property owners and developers, encouraging revitalization and preservation in Rock Island.

We create clear and usable guidelines supported by visualization tools. We believe that a document can only be successful if it is developed with a community driven approach. An inspiring vision is essential for a project's success. This vision must be communicated through strong and compelling tools, including clearly defined goals, a concise and easy-to-understand final document, and vibrant community-accepted visualizations.

On behalf of our team, we appreciate the opportunity to submit our proposal to you and your community partners who are committed to the historic preservation in Rock Island. Our team is excited about this opportunity, particularly based on our recent experience working in Moline. Projects steeped in history and community stories is where our firm comes alive!

Sincerely,

A handwritten signature in black ink, appearing to read 'Josh Lapp'.

Josh Lapp
Principal & Co-Founder
josh@designinglocal.com | 614.607.1557
(Primary Contact)

A handwritten signature in black ink, appearing to read 'Amanda Golden'.

Amanda Golden
Managing Principal & Co-Founder

DESIGNING LOCAL FIRM OVERVIEW

HISTORIC PRESERVATION, URBAN PLANNING & DESIGN, & COMMUNITY ENGAGEMENT



Designing Local is an award-winning, nationally recognized firm that has helped more than 60 US communities create vibrant, culturally rich, fun places.

OVERVIEW

Designing Local, Ltd. is an Ohio-based certified woman-owned business dedicated to helping communities connect people to place through culture. Our firm was born from the belief that design, art, culture, historic preservation, and other important unique attributes of communities are often overlooked in the planning process.

EXPERTISE

We believe that a document can only be successful if it is supported by a community engagement-driven approach. We also believe that any project must have an inspiring vision to be successful. This vision must be communicated through strong and compelling tools including clearly defined goals, a concise and easy to understand final document, and vibrant visualizations that are accepted by the community. Our team has over eight years of experience providing historic preservation planning, architectural history, and historic landscape architecture, and are also qualified under the Federal Historic Preservation Professional requirements as described in the United States Secretary of the Interior's Standards for Archeology and Historic Preservation (48 FR 44716).

APPROACH

We view a community's built environment as the primary element which defines the community's identity and formulates the experience of residents and visitors. We will approach the Design Guidelines project with a balanced approach that sets a clear path forward for new design while leveraging existing assets to reinforce the sense of place, provide clear and appropriate guidance to historic property owners, and encourage revitalization and preservation in the community.

FOUNDED
2014

LOCATION
20 E. Broad Street
Columbus, Ohio 43215

EMPLOYEES
15

CERTIFICATIONS
Women-owned Business Enterprise (WBE)
State of Ohio
Certified Disadvantaged Business Enterprise (DBE)
Ohio Department of Transportation

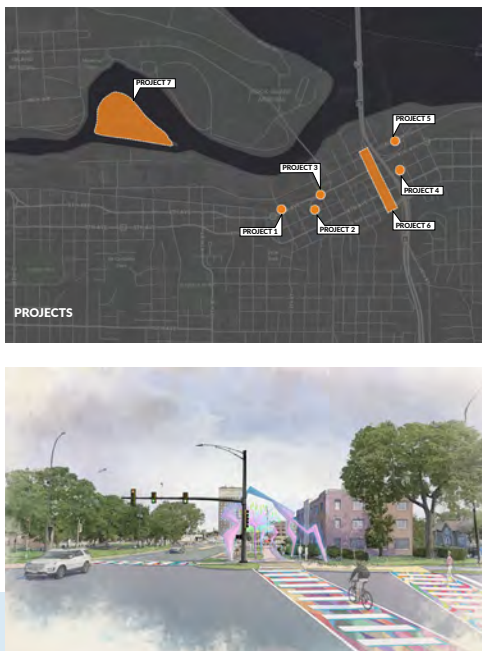
SERVICES
Historic Preservation
Community Engagement
Urban Planning & Design
Public Art Planning
Arts & Culture Planning
Landscape Architecture

FIRM'S CAPABILITY

Designing Local is a certified woman-owned business with deep experience in historic preservation, planning and implementation, as well as place-based master plans. As an Ohio-based planning firm with national reach, our team has over ten years of experience providing historic preservation services and are qualified under the Federal Historic Preservation Professional requirements.

Our team will provide all services from our only office in Columbus, Ohio. We have an in-house team of 15 planning, design, preservation, and administrative professionals that all work out of our office in Columbus, Ohio. We have extensive experience working with clients across the country and we are able to adjust our timing to fit within local business hours. We are very accustomed to facilitating, leading, and participating in meetings virtually with our clients and we do so frequently on our active projects in the Central Region of the United States.

The proposed team regularly travels to projects in cities, towns, and villages across the country to provide specialized expertise. We have experience working with the Quad Cities and completed the Public Art & Placemaking Plan for nearby Moline, Illinois. We have carefully reviewed the proposed timeline and are confident in our ability to mobilize resources and complete all tasks within the stipulated timeframe.



MOLINE PUBLIC ART & PLACEMAKING PLAN

MOLINE, ILLINOIS

The City of Moline, Illinois is a Quad City bordered by the Mississippi River. As the gateway to the East, the city understands the value of first impressions, which is why it set out to develop its first-ever Public Art Master Plan. The plan focused on downtown Moline and supported numerous other planning initiatives advancing redevelopment of the city center. Designing Local hosted a robust public engagement program despite the global pandemic.

A series of stakeholder meetings and focus groups were held with various organizations and community leaders. Students from Augustana College and Black Hawk College participated in virtual public events called 'Walkabout Talkabout Public Art', during which they were asked to consider seven different types of sites and how public art could impact them. The Moline Public Art Master Plan was adopted in 2021 and continues to influence public art policy and programs in the city, including the transformational public art project coming soon at 1315 4th Avenue in Downtown Moline.

PROJECT TEAM

Designing Local is able to perform this work in-house and does not anticipate the use of any subcontractor/partners to perform the scope of work indicated. Below is a project organization chart that illustrates the structure of the project team.

The **Client Group** will consist of City of Rock Island staff. This small group of critical people will be the primary entity that will provide support. A representative designated by the Client Group will directly coordinate with Designing Local for all logistical considerations.

A **public engagement** will be highly interactive in order to get in-depth feedback to understand the wants and needs of the community.

Designing Local, a woman-owned business based in Columbus, Ohio, will lead this project. Megan Adornetto will serve as Project Manager and be your single point of contact for the duration of the project. Megan will oversee all aspects of the project lifecycle and has a proven track record of managing similar projects.



Engagement with the City of Rock Island leadership, the Preservation Commission, and potential state and local governmental agencies will occur to ensure robust and deep community connection.

JOSHUA LAPP, AICP

PRINCIPAL | DESIGNING LOCAL

PROJECT ROLE: PRINCIPAL IN CHARGE

Josh is a Principal and Co-Founder of Designing Local. He has over twelve years of professional experience in urban planning on a variety of project types. Driven by the desire to create actionable plans with easy wins for clients and the community, Josh's favorite projects are those that have a complex issue at the center. His broad knowledge of planning related issues have provided clients with well-rounded, highly researched recommendations to move cultural initiatives forward. At Designing Local, Josh oversees historic preservation tax credits, national register nominations, and historic preservation plans. He has worked on dozens of arts and culture planning initiatives across the country, developed broad public engagement opportunities for Public Art Master Plans and Cultural Plans, and has managed over 20 state and federal historic tax credits in Ohio amounting to over \$70 million in investment in historic buildings in Central Ohio alone.

RELEVANT EXPERIENCE

Moline Public Art & Placemaking Plan

Moline, Illinois | Urban Planner

Amherst Historic Design Guidelines

Amherst, New Hampshire | Principal in Charge

Old West End Design Guidelines

Toledo, Ohio | Principal in Charge

Sandusky Preservation Design Guidelines

Sandusky, Ohio | Preservation Planner

Frankfort Special Capital District Design Guidelines

Frankfort, Kentucky | Preservation Planner

Somerset Historic District Building Assessment Report

Somerset, Ohio | Principal in Charge

Historic Caldwell Revitalization Plan

Caldwell, Ohio | Placemaking & Preservation Lead

Downtown Mansfield National Register Nomination

Mansfield, Ohio | Project Manager

Ohio and Erie Canal Southern District National Register Nomination

Southern Ohio | Urban Planner

2019 Public Education and Awareness Award: Ohio History Connection

Buckeye Hills Regional Council Downtown Revitalizations Workshops

Southeast Ohio | Engagement Lead

New Albany Design Guidelines Technical Training

New Albany, Ohio | Project Manager

1505 E Main Street, National Register Nomination

Columbus, Ohio | Project Manager



EDUCATION

Bachelor of Science in City & Regional Planning, The Ohio State University

ACCREDITATIONS

Member, American Institute of Certified Planners

APPOINTMENTS

Commissioner, Near East Area Commission

Former Chair of Board, Transit Columbus Multi-Modal Advocacy Group

Former Commissioner, Create Columbus Commission

Former Commissioner, Italian Village Historic Review Commission



MEGAN ADORNETTO

HISTORIC PRESERVATIONIST | DESIGNING LOCAL

PROJECT ROLE: PROJECT MANAGER & HISTORIC PRESERVATIONIST

Megan is a skilled designer and historic preservationist with a passion for preserving and studying the evolution of cultural heritage. Megan's expertise includes Autodesk Revit, AutoCAD, SketchUP, and GIS. She has experience in laser scanning, building conditions assessments, and historic property research. Megan has also worked as a freelance designer, creating schematic design packages for clients, and as an intern at an architecture and construction company, where she worked on historic structure projects and created existing conditions models in Revit. With her strong background in design and preservation, Megan is dedicated to keeping tradition alive and ensuring the preservation of cultural heritage for future generations.



RELEVANT EXPERIENCE

Amherst Historic Design Guidelines

Amherst, New Hampshire | Project Manager

Old West End Design Guidelines

Toledo, Ohio | Project Manager

Sunrise Historic District Survey

Greeley, Colorado | Project Manager & Historic Preservationist

San Luis Historic Survey & Public Art Plan

San Luis, Arizona | Project Manager & Historic Preservationist

Powell Historic District Survey

Powell, Ohio | Project Manager & Historic Preservationist

Orem Historic District Survey

Orem, Utah | Project Manager & Historic Preservationist

Somerset Historic District Building Assessment

Somerset, Ohio | Project Manager & Historic Preservationist

West Virginia Historic Preservation Consultant Services

- Berkeley Springs Expert Visit
- Parkersburg Design Charrette
- Martinsburg Design Assistance
- Charles Town Design Assistance

West Virginia Statewide | Project Manager

Cross Building Assessment

Racine, Ohio | Project Manager

Reimagining Columbus

Columbus, Ohio | Historic Preservationist & Researcher

Schroer Building Historic Tax Credit

Mansfield, Ohio | Project Manager

EDUCATION

Master of Science in Historic Preservation, Clemson University

Graduate Certificate in Historic Preservation, Boston Architectural College

Bachelor of Arts in Interior Design, Kent State University

AFFILIATIONS

Association for Preservation Technology, International

Society for Architectural Historians

* Projects completed with a previous employer



AMANDA GOLDEN

MANAGING PRINCIPAL & CO-FOUNDER | DESIGNING LOCAL

PROJECT ROLE: ENGAGEMENT STRATEGIST

Amanda Golden is the Managing Principal and Co-Founder of Designing Local, a cultural strategist, urban planner, curator, and creative placemaker with deep expertise in culturally responsive public art and equitable community engagement. Since 2014, she has championed the belief that public art must authentically reflect its community. Amanda is passionate about designing inclusive processes that amplify underrepresented voices and navigate complex cultural dialogues, ensuring projects are rooted in a shared vision defined by many.

At Designing Local, Amanda spearheads the creation of public art and cultural plans for cities across the U.S. These plans are distinguished by their emphasis on equitable engagement, which informs every aspect of a project, from its initial vision to the final design.

Amanda has overseen more than 50 public art and cultural plans in 22 different states, directed numerous complex public art commissions, and authored innovative funding policies that have been adopted as city policy. Her leadership on the Mellon-funded Reimagining Columbus project, which navigated a complex public dialogue about the future of the city's Christopher Columbus statue, stands out as a career-defining achievement and one of her most proud accomplishments.

RELEVANT EXPERIENCE

Moline Public Art & Placemaking Plan

Moline, Illinois | Project Manager

Fort Wayne Public Art Master Plan

Fort Wayne, Indiana | Project Manager

Erie Public Art & Placemaking Plan

Erie, Colorado | Principal in Charge

Sandusky Public Art & Placemaking Plan

Sandusky, Ohio | Project Manager

The Point Public Art Plan

Salt Lake City, Utah | Principal in Charge

Park City / Summit County Arts & Culture Plan

Park City / Summit County, Utah | Principal in Charge

Howard County Arts & Culture Plan

Howard County, Maryland | Principal in Charge

Akron Cultural Plan

Akron, Ohio | Project Manager

Anaheim Public Art Master Plan & Implementation

Anaheim, California | Project Manager

Sullivant Bright Public Art and Parklet Project

Columbus, Ohio | Principal in Charge



EDUCATION

Master of City & Regional Planning, The Ohio State University

Bachelor of Science in City & Regional Planning, The Ohio State University

APPOINTMENTS

Central Ohio APA, Immediate Past Chair

State of Ohio APA, Former Board Member

Development Commissioner, City of Columbus, Ohio



ANDREW EBLE

URBAN PLANNER | DESIGNING LOCAL

PROJECT ROLE: URBAN PLANNER

Andrew is a highly passionate urban planner that brings creativity, versatility, and collaboration to every project. He leverages advanced technical tools to produce impactful visualizations and strategic plans that clearly articulate project visions. His dedication to enhancing community identity and cultural vibrancy is consistently demonstrated through his significant contributions to projects across the country.



RELEVANT EXPERIENCE

Thornton Arts & Culture Plan

Thornton, Colorado | Urban Planner

Burleson Public Art Plan

Burleson, Texas | Urban Planner

Roeland Park Public Art Plan

Roeland Park, Kansas | Urban Planner

New Braunfels Arts & Culture Plan

New Braunfels, Texas | Urban Planner

Warsaw Cultural District Plan

Warsaw, Indiana | Urban Planner

Greater Lafayette Region Arts & Culture Plan

Benton, Carroll, Fountain, Tippecanoe, Warren, & White Counties, Indiana | Urban Planner

Wabash River Region Arts & Culture Plan

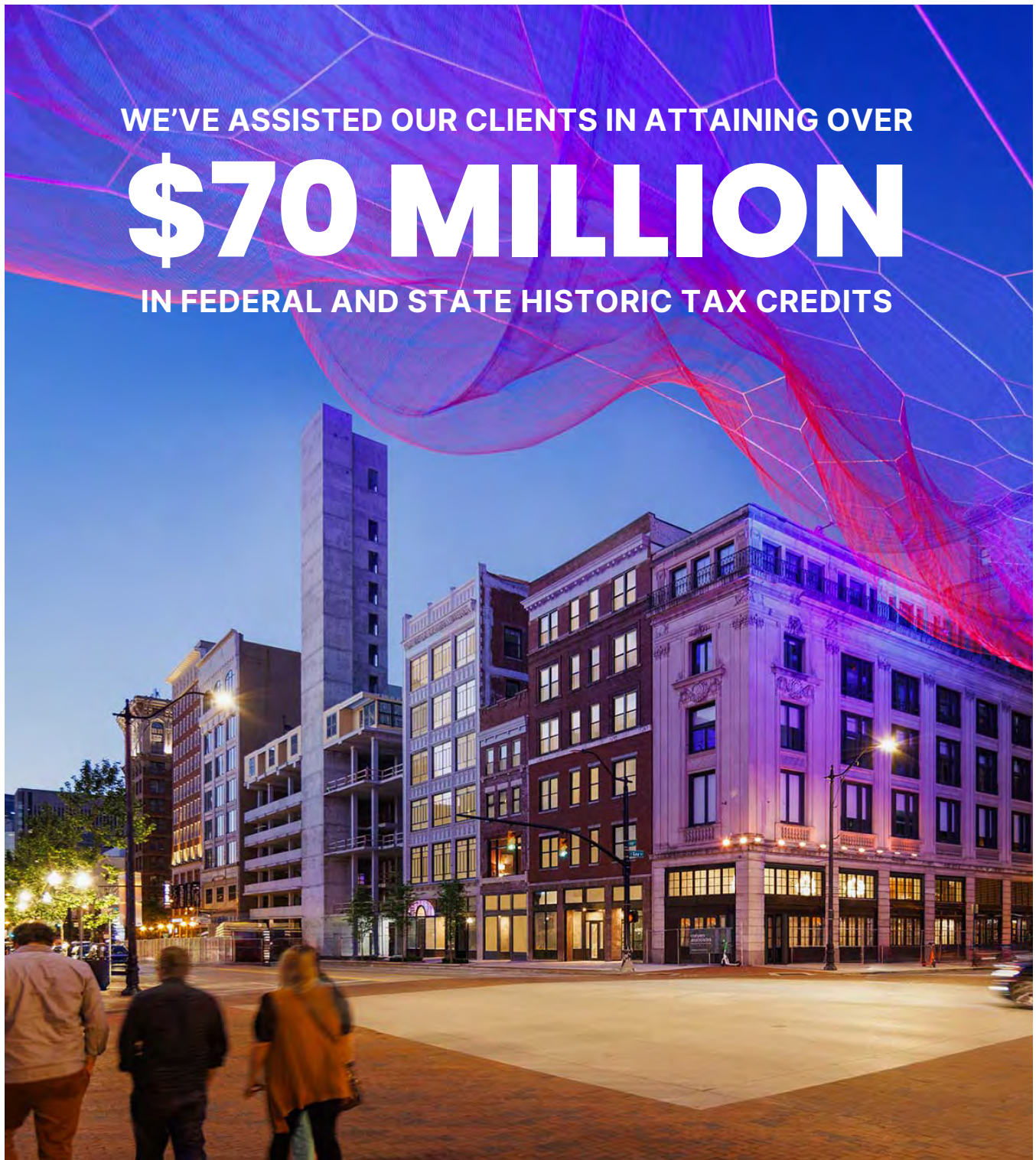
Clay, Parke, Sullivan, Vermillion & Vigo Counties, Indiana | Urban Planner

EDUCATION

Bachelor of Urban Planning,
University of Cincinnati
College of Design
Architecture, Art, and
Planning

ROLE

Urban Planning & Design
GIS Mapping
Graphics & Visualizations
Stakeholder Engagement
Community Engagement
Project Coordination



WE'VE ASSISTED OUR CLIENTS IN ATTAINING OVER
\$70 MILLION
IN FEDERAL AND STATE HISTORIC TAX CREDITS

Designing Local is a registered Historic Preservation Consultant with the Ohio Historic Preservation Office and qualified under the Federal Historic Preservation Professional requirements as described in the United States Secretary of the Interior's Standards for Archeology and Historic Preservation (48 FR 44716).

Located in the historic Hayden Building across from the Statehouse in Downtown Columbus, Ohio Designing Local is dedicated to helping communities connect people to place through culture. Our firm was born from the belief that design, art, culture, historic preservation and other important unique attributes of communities are often overlooked in the planning process. We bring an authentic curiosity and passion to our work.

ADDITIONAL RELEVANT EXPERIENCE

HISTORIC DESIGN GUIDELINES

Old West End Design Guidelines
Toledo, Ohio

Amherst Historic Design Guidelines
Amherst, New Hampshire

Preservation Design Guidelines
Frankfort, Kentucky

Historic Preservation Design Guidelines
Sandusky, Ohio

HISTORIC PRESERVATION PLANS

Atlas of Columbus Landmarks & Urban Ideas Forum
Columbus, Ohio
ASLA Ohio 2021 Honor Award, Communications + Research

Mansfield, Ohio Historic Preservation Plan Update
Mansfield, Ohio

New Albany Design Guidelines Technical Training
New Albany, Ohio

Ohio & Erie Canal Southern Descent Heritage Trail
Southern Ohio

Downtown Caldwell Revitalization Plan
Caldwell, Ohio

HISTORIC RESOURCE SURVEYS

Sunrise Historic District Survey
Greeley, Colorado

Somerset Historic District Building Assessment
Somerset, Ohio

Powell Historic District Survey
Powell, Ohio

Orem Historic District Survey
Orem, Utah

HISTORIC TAX CREDIT APPLICATIONS

1005 Madison
Covington, Kentucky

1017 Madison
Covington, Kentucky

The Ohio Building
Sidney, Ohio

Hotel Covington
Covington, KY

48 Parkwood
Columbus, OH

Mechanics Bank
Mansfield, OH

Pythian Theater
Columbus, OH

777 N 4th Street
Columbus, OH

14-16 West Union Street
Athens, Ohio

14-16 North Park Place
Newark, Ohio

46 Park Avenue West
Mansfield, Ohio

48 Parkwood
Columbus, Ohio

174 Columbus Avenue (Columbus Candy Company)
Columbus, Ohio

1223, 1233, & 1505 East Main Street
Columbus, Ohio

1685 Oak Street
Columbus, Ohio

Astrup Company Building (Pivot Center for Art, Dance, and Expression)
Cleveland, Ohio
Cleveland Restoration Society & AIA Cleveland 2021 Community Impact Award

Budd Dairy Building
Columbus, Ohio
Columbus Landmarks 2021 Recchie Award Finalist

Columbus Dispatch Building
Columbus, Ohio

Columbus Electrical Works
Columbus, Ohio

Hayden Building
Columbus, Ohio

LeVeque Tower
Columbus, Ohio

Louis Sullivan Bank Building
Newark, Ohio

Madison's Department Store
Columbus, Ohio

One East Gay
Columbus, Ohio

Palace Theater
Columbus, Ohio

White Haines Optical Factory
Columbus, Ohio

Worthington Masonic Lodge
Worthington, Ohio

NATIONAL REGISTER OF HISTORIC PLACES NOMINATIONS

1505 E. Main St./McClure Nesbitt Motor Company
Columbus, Ohio

Astrup Company Building
Cleveland, Ohio

Budd Dairy Building
Columbus, Ohio

German Village Historic District Amendment
Columbus, Ohio

Mansfield Downtown District
Mansfield, Ohio

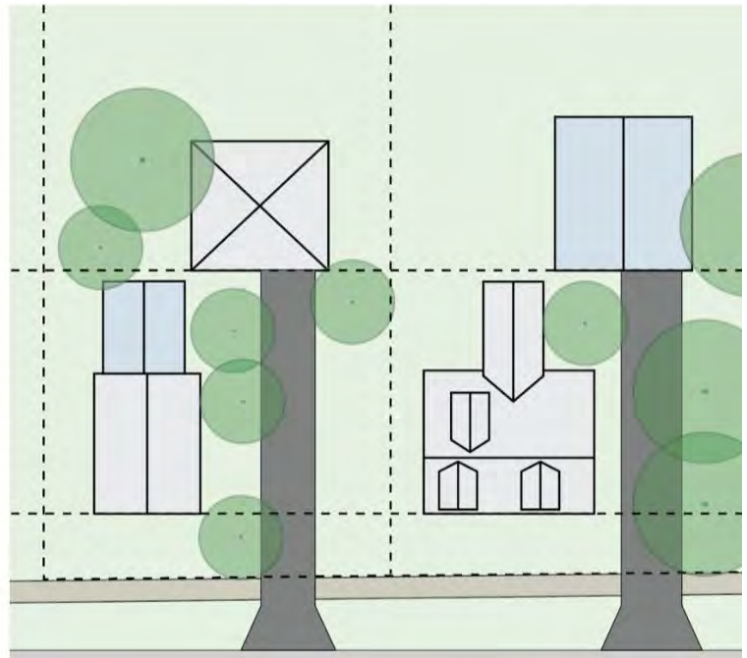
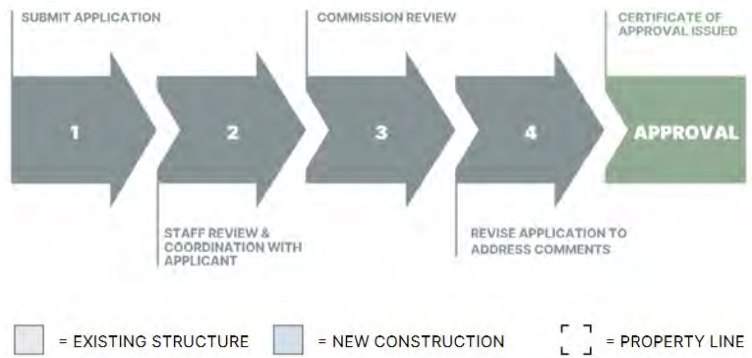
Ohio & Erie Canal Southern Descent
Various Sites, Southern Ohio
Ohio History Connection 2019 Public Education and Awareness Award

Van Wert Downtown District
Van Wert, Ohio

LOCAL HISTORIC REGISTER NOMINATIONS

46 Park Avenue West
Mansfield, Ohio

1223 & 1233 East Main Street
Columbus, Ohio



AMHERST HISTORIC DISTRICT DESIGN GUIDELINES

AMHERST, NEW HAMPSHIRE

These guidelines were created to provide clear direction for exterior work on historic buildings within the Amherst Village Historic District. The primary goal was to transition the existing, mostly textual guidelines into a visual document as well as to ensure that the guidelines were more easily digestible for everyday homeowners.

This project was a collaborative effort, supported by the Town of Amherst and the Amherst Village Historic District Commission, with partial funding from a Certified Local Government (CLG) grant.

The final result was a comprehensive, practical resource that uses easy-to-read graphics and illustrations to describe historical context, prominent architectural styles, and specific instructions for various building elements. This ensures all new work is sensitive to the village's historic fabric, preserving its unique character and appearance.

CLIENT

Town of Amherst, New Hampshire

DATE

2025

SERVICES

Historic Preservation Planning

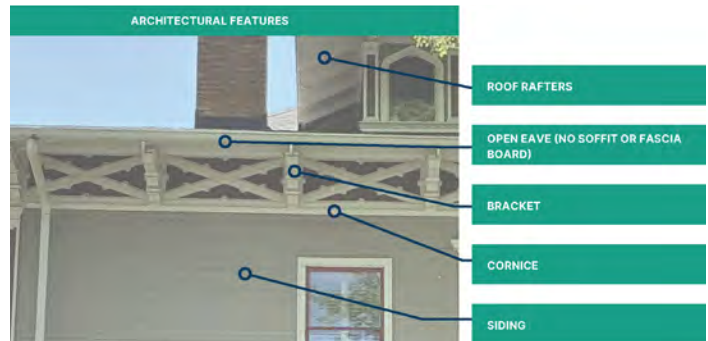
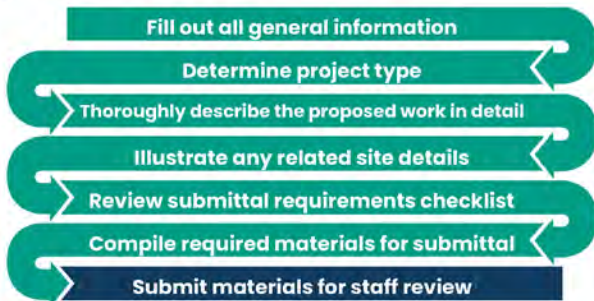
RELEVANCE

- ✓ Historic District
- ✓ Historic Design Guidelines
- ✓ Updated Previous Guidelines
- ✓ Community Engagement
- ✓ CLG Grant
- ✓ \$20,000 or less

[CLICK HERE TO SEE THE FINAL PLAN](#)



Application Process



OLD WEST END HISTORIC DISTRICT DESIGN GUIDELINES

TOLEDO, OHIO

The main goal of these design guidelines is to provide comprehensive standards and guidance for exterior work on buildings within the City of Toledo's Old West End Historic District. Its purpose is to preserve, protect, and enhance the built environment of this significant neighborhood. The guidelines serve as a "how-to" manual to assist owners, architects, and contractors in designing and executing exterior projects.

The guidelines were developed with a Certified Local Government (CLG) grant and were created with input from various stakeholders, including residents, city staff, and historic preservationists. The document incorporates past planning efforts and national standards, such as the Secretary of the Interior's Standards for Rehabilitation. This process ensured that the guidelines are well-informed and align with established preservation principles. The guidelines also serve as the basis for project review by the Old West End Historic District Commission and the Toledo-Lucas County Planning Commission. The final document provides detailed guidelines for a wide range of topics and addresses common issues and building components. The outcome is a clear resource that promotes the retention of historic elements and helps to minimize the visual impact of modern systems, thereby ensuring the long-term preservation of the neighborhood's unique historic character.

CLIENT
City of Toledo, Ohio

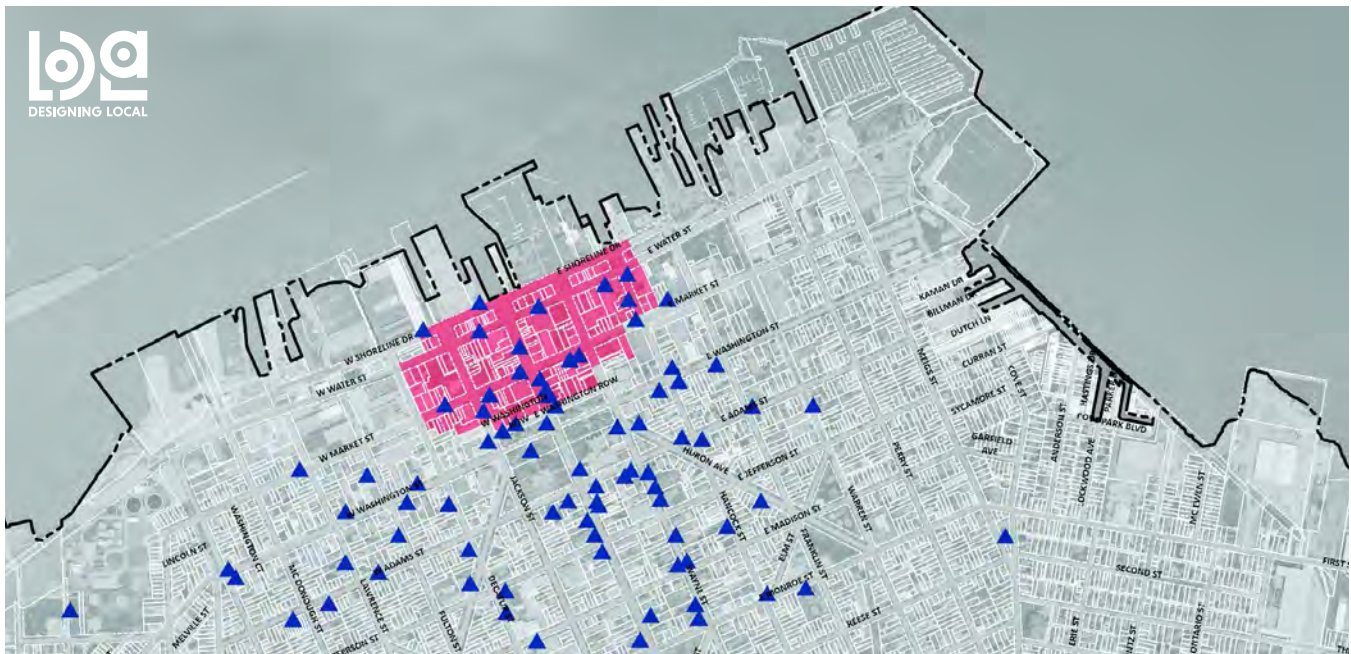
COMPLETED
2025

SERVICES
Historic Preservation

RELEVANCE

- ✓ Historic District
- ✓ Historic Design Guidelines
- ✓ Updated Previous Guidelines
- ✓ Community Engagement
- ✓ CLG Grant
- ✓ \$20,000 or less

[CLICK HERE TO SEE THE FINAL PLAN](#)



PRESERVATION DESIGN GUIDELINES

SANDUSKY, OHIO

The City of Sandusky is experiencing a boom in downtown redevelopment, especially with updates to historic buildings. Since the existing Design Guidelines were created in 2007 and have received minimal update since their adoption, a comprehensive review was needed to allow enhanced guidance for new developments. Preserving these structures, while allowing them to take on new life, will provide direction for historic preservation in Sandusky which is an economic catalyst for the community and enhances its identity. The project team facilitated one-on-one discussions with various community stakeholders including historic preservation enthusiasts; building owners, architects and residents who had been through the design review process; city staff, members of Landmarks Commission and related commissions, and leadership. These conversations formed the basis of the project team’s understanding of the status of the existing guidelines as well as general preservation and development issues throughout Sandusky.

The Design Guidelines includes a substantial revision to the format and organization of the 2007 guidelines document. This includes diagrammatic graphics, a visual history of the City, and a reorganization of various items.

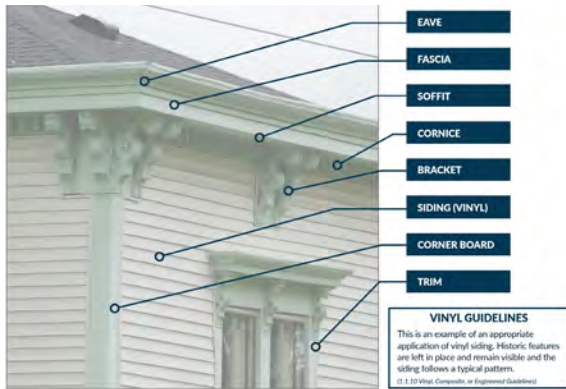
CLIENT
City of Sandusky, Ohio

DATE
2023

SERVICES
Historic Preservation Planning
Community Engagement

- RELEVANCE**
- ✓ Historic District
 - ✓ Historic Design Guidelines
 - ✓ Updated Previous Guidelines
 - ✓ Community Engagement
 - ✓ \$20,000 or less

[CLICK HERE TO SEE THE FINAL PLAN](#)



1.2 Windows

Windows are one of the most important features of historic homes and buildings and their design and materials greatly impact the overall character of the Special Capital District.

KEY TAKEAWAYS

1. The best approach is to retain and repair historic wood windows
2. New wood windows of the same size and proportions can be installed
3. New clad wood windows with aluminum, fiberglass or vinyl can be installed that are the same proportions as the existing
4. New wood or aluminum storm windows can be installed
5. The dimensions of existing windows should not be altered

Proposed Treatment	Window Modification Type	Acceptability	Approval Process	Details
Repair Existing Historic Windows		SA	SA	1.2.1
Install New Windows that Match Historic Windows		SA	SA	1.2.2
Install New Clad Wood Windows		SA	SA	1.2.2
Install New Vinyl or Solid Fiberglass Windows		ARB	ARB	1.2.3
Install New Wood or Aluminum Storm Windows		SA	SA	1.2.4
New or Altered Window Openings		ARB	ARB	1.2.9
Awning		SA	SA	1.2.19

SPECIAL CAPITAL DISTRICT DESIGN GUIDELINES

FRANKFORT, KENTUCKY

The Special Capital District is one of the three City of Frankfort historic districts, mostly focused on residential properties. The District exists to help preserve historic buildings in the neighborhood to ensure that the history of Frankfort lives on well into the future. Establishing Downtown Historic District Design Guidelines will encourage the renovation, rehabilitation and preservation of older neighborhoods in Frankfort that have special or unique features or important associations with the City's historical development.

The team evaluated the existing historic buildings in the district and examined the needs and desires of residents and property owners through engagement sessions and public design workshops. Topics addressed included the renovation of historic properties, including construction materials, as well as the design of newly constructed buildings.

The new design guidelines for the Special Capital District create cohesive guidelines with the other two historic districts in Frankfort and solidify continued preservation and investment in the community's historic resources.

CLIENT
City of Frankfort, Kentucky

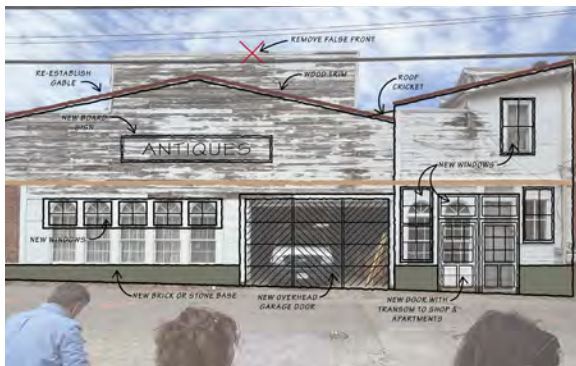
COMPLETED
2023

SERVICES
Historic Preservation
Community Engagement

RELEVANCE

- ✓ Historic District
- ✓ Historic Design Guidelines
- ✓ Updated Previous Guidelines
- ✓ Community Engagement

[CLICK HERE TO SEE THE FINAL PLAN](#)



SOMERSET HISTORIC DISTRICT BUILDING ASSESSMENT

SOMERSET, OHIO

As a cornerstone of the community, Somerset’s historic district holds immense cultural and aesthetic value. By meticulously documenting the district’s buildings, the Designing Local team worked to develop a comprehensive review of the architectural gems nestled within this 170-acre area. The assessment report offers a captivating journey through time, revealing the stories embedded within its structures and will be a crucial step to preserve the unique character and rich history of Somerset.

From identifying significant architectural features to assessing the condition of each building, the report provides a detailed snapshot of the district’s current state. By uncovering the historical context of these structures, the report contributes to a deeper understanding and appreciation of Somerset’s past. Ultimately, this comprehensive assessment empowers the community to make informed decisions about the future preservation and revitalization of this treasured historic district.

CLIENT
Mayors’ Partnership for Progress

COMPLETED
2024

SERVICES
Historic Preservation
Urban Planning & Design

- RELEVANCE**
- ✓ Historic District
 - ✓ Storefront Rehabilitation
 - ✓ Signage Recommendations
 - ✓ Material Preservation
 - ✓ \$20,000 or less

[CLICK HERE TO SEE THE FINAL PLAN](#)

LIST OF CLIENT REFERENCES

Alexandra Elias, AICP

President & CEO
Renew Moline
aelias@renewmoline.com
309.762.9194
Project: Moline Public Art & Placemaking Plan

Jennifer Brennan

West Virginia Main Street/ONTRAC Coordinator
State of West Virginia
jennifer.l.brennan@wv.gov
304-352-3971
Project: West Virginia Historic Preservation Consultant Contract

Logan Stang

Planning Director
City of Powell, Ohio
LStang@cityofpowell.us
614.885.5380, ext. 1030
Project: Powell Historic District Survey

William (Bill) Harbert

Associate Planner
William.Harbert@toledo.oh.gov
Project: Toledo Old West Historic Design Guidelines

Nic Strong

Formerly Village of Amherst
nstrong@manchesternh.gov
603.792.6755
Project: Amherst Historic Preservation Design Guidelines

Vicki Birenberg

Historic Preservation Officer
City of Frankfort, Kentucky
vbirenberg@frankfort.ky.gov
502.892.8970
Project: Frankfort Special Capital District Design Guidelines

Nancy Recchie

Benjamin D. Rickey & Co.
nrecchie@gmail.com
614.582.8268
Project: Multiple Historic Preservation Projects



PROPOSED BASE SCOPE OF WORK

The proposed scope for the City of Rock Island Rock Island Historic District Design Guidelines is outlined on the following pages. The scope should be refined with input from staff. Please note that references to “Client Group” is the City of Rock Island-designated project manager and the “Team” is the Designing Local team members.

TASK 1: MOBILIZATION

1.01: Discover Rock Island. Facilitate a tour of the Rock Island's designated Historic Districts and local landmarks with members of the Client Group and select stakeholders to understand the issues and architectural character of Rock Island. Discuss and review any existing historic design guidelines documents, goals and tasks, process, opportunities and constraints, code language, and establish key stakeholders.

1.02: Design a comprehensive project plan and detailed schedule of the overall timeline for the creation of the Historic Design Guidelines. This will address the role and responsibility of the Client Group and Team members with specific milestones to reach within the scope of the project including, but not limited to: timing of any project management meetings, stakeholder meetings, public meetings, and project presentations and reports. This will be refined and monitored by both the Client Group and the Team project manager.

Task 1 Deliverables

- Stakeholder list with contact information;
- Project workplan and timeline.

TASK 2: BACKGROUND DATA COLLECTION

2.01: Background Research. Retrieve and review the 2016 Heritage Resources Plan and existing available documentary materials, and current design review guidelines and processes to become familiar with Rock Island's history, existing ordinances, and other adopted documents, and best practices to determine potential issues to address in the guidelines development process.

2.02: Site & Community Character Analysis. Review existing approved plans to understand opportunity areas and sites, architectural style, constraints, and other issues. Provide a written assessment of key findings. The Team will also develop a user-based understanding of the City through a detailed analysis of existing aesthetics, unique natural features, historical sites, and other elements. Exhibits will be created from this analysis will be utilized throughout the planning process to support engagement and discussion.

2.03: Guidelines Benchmark Research. Compile benchmark guidelines documents and images which are similar in context and key elements to this project and organize them by type. Provide historic preservation best practices and benchmarks/examples from other comparable communities to help guide discussions among City staff and the community about key issues of concern. Review neighboring, regional and national design guidelines for relevance and best practices. Consult with the Client Group for aspects they want to see included in the final document. These benchmarks will be used to generate ideas and communicate concepts to be tested and refined throughout the process.

2.04: Determine optimal method and process for public outreach. The Team will work with the Client Group to identify, describe, and implement a comprehensive strategy and methodology for conducting public meetings that encourage and engage input from the community.

Task 2 Deliverables

- Background research;
- Base maps/site photos;
- Public meeting event dates and type.

PROPOSED BASE SCOPE OF WORK, CONTINUED

TASK 3: PUBLIC ENGAGEMENT

3.01: Determine existing attitudes and perceptions, opportunities and challenges to creating the Rock Island Historic Design Guidelines. The Team will meet with key stakeholders to listen and learn about Rock Island. Stakeholder meetings may take place in one-on-one or as focus group sessions and may include community members and other leaders of non-government entities. During this series of meetings, the Team will determine an internal vision and will discuss the plan for fulfilling the vision.

3.02: Public Meetings. At least one (1) in-person community meeting will be held to generate feedback and input for the development of the design guidelines. This will include elements such as map exercises, general discussion, and written comments on Rock Island history. The Team will work with the Client Group to develop the interactive activities in order to foster dialogue. Members of the Team will facilitate conversations with attendees and will collect verbal, video recorded, and written comments.

- **Create.** The Team will work with the Client Group to design the specific details for each workshop, including specific engagement activities, necessary background research, and essential products. In addition to the engagement workshops, the team will develop a survey for the community to participate in. The survey will be distributed online through social media channels, the City's website, and will be available in hard copy in City offices.
- **Market.** The Team will assist with promoting the workshops, including developing the design of all marketing materials. The Team will utilize neighborhood organizations, and the City to promote the workshops within their networks.
- **Facilitate.** The Team will lead the community engagement opportunities or educate local leaders to solicit input from as many people as possible ensuring the process reaches audiences of diverse backgrounds.
- **Report.** The Team will prepare a detailed report that interprets the data and identifies key values, priorities, vision and goals. All findings will be presented based on community feedback and support and will be evaluated through a national best practice lens to key stakeholders and the City.

Task 3 Deliverables

- Meeting materials;
- Engagement report including data from public and stakeholder meetings.

TASK 4: PRELIMINARY DRAFTS

4.01: Draft Rock Island Historic Design Guidelines document format. Create a first draft of the guidelines document for review by the Client Group. This will include the text format, page layout, color scheme, table of contents, acknowledgments, etc.

4.02: Draft Rock Island Historic Design Guidelines text outline (Review #1-60% Draft). Develop an initial draft of the guidelines text for review. This will be provided to the Client Group for their comments and will be supported by review by the public.

4.03: Draft preliminary Rock Island Historic Design Guidelines text (Review #2-95% Draft). Refine the draft guidelines for review by the Client Group and the State Historic Preservation Office (SHPO).

Task 4 Deliverables

- Submit and update drafts to SHPO for comment.
- Present drafts to key stakeholders
- Provide/Present Final Draft

PROPOSED BASE SCOPE OF WORK, CONTINUED

TASK 5: FINAL HISTORIC DESIGN GUIDELINES

5.01: Final Rock Island Historic Design Guidelines document. Produce a final Rock Island Historic Design Guidelines document which will include an introduction with a summary of the process, a brief history of Rock Island's historical development, public engagement, benchmark research, the guidelines text, and various supporting exhibits illustrating the treatment of existing historic properties, new developments, materials, and signage. A draft of this document will be circulated for review by the Client Group and any comments/feedback will be incorporated into the final version.

- **City Brand Guidelines & Visual Quality.** Reference any existing branding guides to create consistency and clarity of communication with the public. The Team will strive to create a visually compelling document that will quickly and effectively communicate the intent and outcomes of the guidelines to the public. Diagrams, maps, and renderings will be utilized as prominent elements in the plan.
- **Document Production and Digital File Delivery.** The document will be designed in an 8.5" x 11", double-sided book format and will be produced in Adobe InDesign, similar to the example plans provided in] this proposal, and exported to a PDF. The Team will deliver original, editable graphic and text files to the Client Group for future editing and updates.
- **Process Appendix.** The Team will produce a separate appendix of all process oriented materials including meeting minutes, benchmark research, etc.

5.02: Final Guidelines Presentation. Present final draft of updated Rock Island Historic Design Guidelines to key stakeholders and City staff for approval.

Task 5 Deliverables

- Final Rock Island Historic Design Guidelines document.

ASSUMPTIONS OF THE TEAM:

- The Team will be prepared to have work sessions and project updates at minimum, bi-weekly with staff.
- The Team will attend all meetings as needed and required and will prepare meeting summaries for staff, including a monthly progress report as requested.
- The Team will prepare presentation materials in suitable formats for all public meetings.
- The Team will take the lead on facilitating all public meetings.
- The Team will respond in a timely manner to any and all questions from the public and staff.
- The Team will serve as a liaison between the City and community stakeholders.
- The Team will brief leadership on plan recommendations, as requested.
- The Team will provide all tools for data collection including but not limited to questionnaires, surveys, etc.

ASSUMPTIONS OF THE CLIENT GROUP:

- This approach will be converted to a detailed scope of work finalized in collaboration with the Client Group that will address coordination among the City of Rock Island staff.
- Client Group will assist in obtaining any documents and data.
- Client Group will act as a liaison with the appropriate legislative bodies.
- Client Group will coordinate document review and supply edits or approvals in a timely manner.
- Client Group will assist with securing locations for meetings, events, and workshops.
- Client Group will assist in marketing public workshops to the public through community channels and other local opportunities.

PROPOSED PROJECT SCHEDULE

Designing Local anticipates that this project will require approximately six (6) months to complete. This will include two (2) in-person visits and bi-weekly virtual Client Group meetings. The process shown below is preliminary and we anticipate refinement of the schedule with input from the Client Group.

TASKS

TASK 1: MOBILIZATION

TASK 2: BACKGROUND DATA COLLECTION

TASK 3: PUBLIC ENGAGEMENT

TASK 4: PRELIMINARY DRAFTS

TASK 5: FINAL ROCK ISLAND HISTORIC DESIGN GUIDELINES

MEETINGS

KICK-OFF MEETING

COORDINATION MEETINGS
Virtual bi-weekly calls for the duration of project.

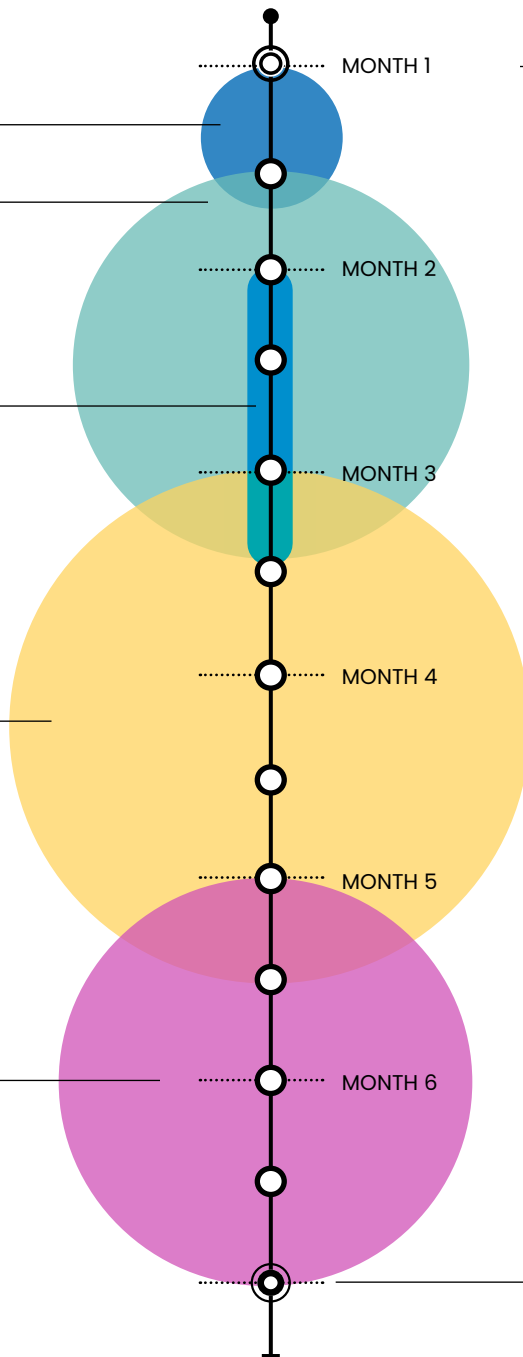
KEY STAKEHOLDER MEETINGS/INTERVIEWS

PUBLIC ENGAGEMENT

DRAFT ROCK ISLAND HISTORIC DESIGN GUIDELINES

REVISE DRAFT BASED ON COMMENTS

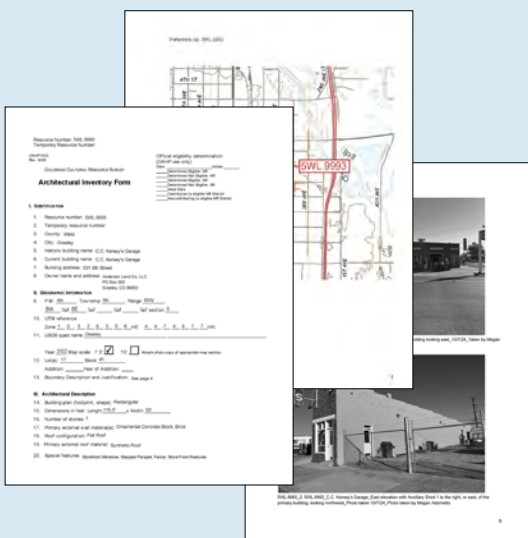
FINAL ROCK ISLAND HISTORIC DESIGN GUIDELINES



FEE PROPOSAL

The following task and fee worksheet is based on the preceding project scope of work. The Team anticipates refinement of the scope of work, and subsequently, the task and fee worksheet. Billing will be performed on monthly intervals and includes travel, expenses, and two (2) in-person visits.

ITEM	DESCRIPTION	FEE
BASE SCOPE OF WORK		
TASK 1	MOBILIZATION	\$4,000
TASK 2	BACKGROUND DATA COLLECTION	\$2,000
TASK 3	PUBLIC ENGAGEMENT	\$3,000
TASK 4	DRAFT ROCK ISLAND HISTORIC DESIGN GUIDELINES	\$4,000
TASK 5	FINAL ROCK ISLAND HISTORIC DESIGN GUIDELINES	\$5,000
BASE SCOPE OF WORK TOTAL (NOT TO EXCEED)		\$18,000



IN-PERSON ENGAGEMENT

SUNRISE HISTORIC DISTRICT SURVEY

GREELEY, COLORADO

Designing Local is currently working with the City of Greeley, Colorado to complete a historic resource survey of approximately 544 properties in the Sunrise neighborhood.

The Designing Local team is performing a file search, on-site fieldwork, and taking high-quality photography of the buildings, followed by a reconnaissance survey for 90% of the properties and an intensive survey for the remaining 10%. As part of the project we have facilitated one (1) public meeting, conducted four (4) oral history interviews, and translated outreach materials and the final survey report into Spanish. The survey must comply with History Colorado's requirements and will be completed by December 31, 2025.



WHY OUR TEAM?

Whether a resident or visitor, we believe spending time in Cities should be enriching, enjoyable, and engaging. We strive toward this ideal with all of our projects through local creative engagement.

WE ARE A CREATIVE, EXPERIENCED, & ENTHUSIASTIC TEAM

We are a well-rounded team that will provide a broad range of expertise. Designing Local's approach to planning and design that is created for the locals, by the locals, sets us apart from other firms. Our team approaches each project as a collective effort, with the creative and technical elements working harmoniously to form a cohesive and visually compelling document. Our team brings a youthful passion and curiosity to our work that will result in design guidelines that are tailored to Rock Island and are clear and concise. Our open, honest, and clear communication coupled with Principal-level service means the planning and design process will be straightforward, thoughtful, and successful.

WE ARE EXPERTS AT CREATING VIBRANT, CULTURALLY RICH, FUN PLACES WHERE PEOPLE WANT TO BE

Residents and visitors are drawn to distinct, interesting, culturally relevant places. Each community has a significant latent resource in the form of the creative energy of its residents. Our projects enable this energy to be focused toward building community pride, identity, and investment, and growing an environment that attracts all people. We don't want the engagement process to feel like work, so we work to create an atmosphere that is convenient, fun, and fosters open and inclusive dialogue. Through robust and creative public engagement we help to extract the story of the place in which we are working. We take that story, as told by the community itself, and help translate that into a unique, interesting, and powerful deliverable that will bring people that visit Rock Island to experience joy and well-being.

WE SEE HISTORIC PRESERVATION AS ESSENTIAL FOR THE GROWTH AND VITALITY OF A CITY

We recognize that prosperity and economic development come from strategically planning and investing in our communities culture and unique assets. The result: better community relations, increased pride and ownership by stakeholders, and revered places that people and businesses naturally choose to be a part of. We seek to help communities grow their pride, realize their ability to influence the future, and create a prosperous community for all.

ROCK ISLAND

HISTORIC DESIGN GUIDELINES

RFP RESPONSE | AUGUST 21, 2025



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CLIENT
AGREEMENT



August 21, 2025

Eunice Amissah-Mensah
Urban Planner
Community Development Department
1528 3rd Avenue
Rock Island, IL 61201

RE: Response to RFP – Historic Design Guidelines for the City of Rock Island

Dear Ms. Amissah-Mensah,

Studio GWA is pleased to submit our proposal in response to the City of Rock Island's Request for Proposals for the development of updated Historic Design Guidelines. As a multidisciplinary firm with deep expertise in architecture, urban planning, and historic preservation, we are excited about the opportunity to partner with the City to create a comprehensive, user-friendly, and visually engaging set of guidelines that will serve as a valuable tool for staff, the Preservation Commission, and property owners alike.

With over 40 years of experience working with municipalities and preservation commissions across the Midwest, our team brings a proven track record in crafting design guidelines that are both technically sound and accessible to a broad audience. We understand the importance of balancing preservation goals with contemporary needs, and we are committed to delivering a document that reflects Rock Island's unique architectural heritage while supporting adaptive reuse, sustainability, and community engagement.

Our approach will be guided by the recommendations of the 2016 Heritage Resources Plan and aligned with the Secretary of the Interior's Standards. We will incorporate clear illustrations, practical maintenance strategies, and thoughtful guidance on materials, energy efficiency, and mid-century architecture. We also recognize the importance of collaboration and will work closely with City staff and stakeholders throughout the process to ensure the final product is both visionary and implementable.

We appreciate the City's commitment to preserving its historic resources and would be honored to contribute to this important initiative. Thank you for considering our proposal. We look forward to the opportunity to discuss our qualifications and approach in greater detail.

Sincerely,

Ashley Sarver, AICP
Principal
asarver@studiogwa.com
(815) 963-1900



WE EMPOWER CHANGEMAKERS.



We work with people who make things happen. Imaginative thinkers, bold risk-takers, and optimistic problem-solvers, Studio GWA relishes opportunities to partner with the changemakers transforming vision into reality.

Studio GWA is a creative, visionary team that believes in engaging the community through design. We are well-versed in urban and architectural design, economic development, real estate development, planning, placemaking, and other services that have benefited communities throughout the Midwest.

We have earned a reputation for revitalizing existing spaces in a way that emphasizes their character and reinforces their unique context within a community. Some of the best places are those that played a core role in a community's development. We help people tell that story to bring it back to life for future generations, not only through the engagement process but also through design.

Since 1982, Studio GWA has contributed to focused community change by taking an on-the-ground approach. We continue to partner with individuals, organizations, and communities to develop a shared ownership and appreciation of history, one that creates a legacy for future generations.

OUR STRENGTHS



MASTER PLANNING



FINANCIAL FEASIBILITY



PRESERVATION AND REUSE

We create environments that facilitate the interaction and interconnection of people; a thriving community is the natural result.

studio **gwa**

Contact: Ashley Sarver, AICP, Principal
Email: asarver@studiogwa.com
Phone: (815) 963-1900

Rockford:

200 Prairie Street, Suite 201
Rockford, Illinois 61107

Monroe:

1107 16th Avenue
Monroe, Wisconsin 53566

Full Legal Name: Gary W. Anderson and Associates, Inc.
Date Established: 1982
Number of FTEs: 14



MAIN ST / RTE 136

Meet the Team

Studio GWA is a dynamic team of architects, designers, and urban planners that have the hands-on experience and technical acumen to tackle a multitude of projects: new build, adaptive reuse, historic preservation, comprehensive urban plans, downtown revitalization studies, conceptual development, building proformas, and historic tax credit consulting.



Ashley Sarver

AICP | PRINCIPAL

EDUCATION

University of Illinois

*Master of Urban Planning and Policy
Chicago, IL
2013*

National Trust for Historic Preservation

Training in Historic Real Estate Finance

University of Illinois

*Bachelor of Arts in International Studies
Minor in Spanish
Urbana-Champaign, IL
2010*

ORGANIZATIONS

- American Planning Association
- American Planning Association, IL Chapter
- I Bike Rockford, President
- Natural Land Institute, Secretary
- Patroit's Gateway Community Center, Secretary
- Rockford Mass Transit District, Secretary

AREAS OF FOCUS

Economic Development
 Community Engagement
 Development Feasibility Studies
 Historic Tax Credits Consulting
 Corridor Planning
 Local, State, and Federal Incentives

EXPERIENCE

Years with Studio GWA: 10
 Years of Practice: 15

Ashley is a Principal and passionate urban planner with a background in municipal economic development. She has the ability to analyze market conditions and consider the overall context to develop a plan for new construction and adaptive reuse. With a passion for community and neighborhood development, she mixes her knowledge of development tools with community outreach to develop a pathway to achieving community goals.

Her specialties lie in historic real estate finance, corridor and downtown planning, and envisioning new spaces within old buildings. She's affectionately known as the "planitect" by her coworkers for her ability to dip into the design world to seamlessly connect vision to project feasibility.

SIGNATURE PROJECT EXPERIENCE

Master Planning/Feasibility Studies

- Sterling Riverfront Redevelopment Planning • Sterling, IL
- Madison Street Corridor Planning and Financial Feasibility • Rockford, IL
- Financial Scenario Planning for Woodstock Courthouse • Woodstock, IL
- Keith Creek Greenway Planning and Community Outreach • Rockford, IL
- Downtown Oregon Master Plan • Oregon, WI
- Poplar Grove Comprehensive Plan • Poplar Grove, IL

Historic Tax Credit Consulting

- Middle Avenue Historic District Nomination • Aurora, IL
- Hobbs Building, Multi-Family & Commercial • Aurora, IL
- International Harvester Showroom & Warehouse, Commercial • Aurora, IL
- Midtown Faust • Rockford, IL
- Old Courthouse Center • Woodstock, IL
- Fredendall Building • Janesville, WI
- Keefer Hotel • Hillsdale, MI
- 120 W Main St • West Dundee, IL
- Valentine's Transfer & Storage • Aurora, IL
- 110 Cross St • Aurora, IL
- The Iconic Building • Rockford, IL





Aaron Holverson

AIA, NCARB | PRINCIPAL

EDUCATION

Judson University
Master of Architecture
Elgin, IL
2011

Judson University
Bachelor of Arts in Architecture
Elgin, IL
2009

ORGANIZATIONS

- American Institute of Architects (AIA)
- National Council of Architectural Registration Boards (NCARB)
- The Congress for New Urbanism (CNU)
- Historic Preservation Commission, Monroe, Wisconsin
- Main Street Monroe

AREAS OF FOCUS

Urban Design
 Project Management
 Mixed-Use Development
 Development Feasibility Studies
 Construction Administration
 Historic Preservation & Renovation

EXPERIENCE

Years with Studio GWA: 8
 Years of Practice: 18

Aaron is a Project Architect who manages projects from initial conversation, through design to completion. With a background in historic renovation, project management, and carpentry, Aaron uses his diverse experience and education to develop a holistic approach to each project. In addition to his work on the design side of the profession, Aaron spent many years on project sites as a carpenter and project manager.

Aaron holds a Master of Architecture degree from Judson University with an emphasis in Traditional Architecture and Urbanism. He is a licensed Architect, is NCARB certified, a member of the CNU, and a member of the Historic Preservation Commission in Monroe, Wisconsin.

SIGNATURE PROJECT EXPERIENCE

Historic Renovation, Adaptive Reuse

- Mitchell Building, Multi-Family Housing • Milwaukee, WI
- Eugene Hotel, Hospitality • Monroe, WI
- 401 Birch, Hospitality • Kennett Square, PA
- Colman Yards Building 11, Office • Rockford, IL
- 43 E Galena, Hospitality • Aurora, IL
- Old McHenry County Courthouse, Cultural & Commercial • Woodstock, IL
- Keefer House Hotel, Hospitality • Hillsdale, MI
- The Rose House at Monroe Arts Center, Hospitality • Monroe, WI
- Lock and Mule, Commercial • LaSalle, IL
- Kaskaskia Hotel, Hospitality • LaSalle, IL
- Company 251, Mixed-Use • Aurora, IL
- Moveable Feast, Commercial • Wheaton, IL
- Monroe Arts Center, Commercial • Monroe, WI
- Dawn Theater, Commercial • Hillsdale, MI
- Flannery's, Multi-family & Commercial • New Glarus, WI

Master Planning, Feasibility Studies

- River Area Master Plan • La Crosse, WI*
- Downtown Oregon Master Plan • Oregon, WI
- Sterling Riverfront Redevelopment Planning • Sterling, IL
- Madison Street Corridor Planning and Design • Rockford, IL
- Grand Haven Adaptive Reuse Planning • Grand Haven, MI
- Baumgartner's Placemaking • Monroe, WI
- Economic Resiliency Study, Concept Plans and Renderings • Baraboo, WI





Caryssa Buchholz

AIA, NCARB, LEED GREEN ASSOC | PROJECT MANAGER I

EDUCATION

School of the Art Institute in Chicago

Master of Architecture
Certificate in Historic Preservation
Chicago, IL
2014

University of Wisconsin

Bachelor of Science in Architecture
Milwaukee, WI
2012

ORGANIZATIONS

- American Institute of Architects

AREAS OF FOCUS

Sustainability - LEED/Passive House Design
Historic Preservation/Renovation
Adaptive Reuse
Exterior Evaluations

EXPERIENCE

Years with Studio GWA: 4
Years of Practice: 11

Caryssa is an architect with a specialization in historic preservation and sustainability which allows for a broad range of project experience ranging from interior buildouts to residential to institutional and commercial architecture. She has a passion for showing the potential of the existing building stock through problem solving, plan iteration, and incorporation of sustainable elements with the utmost intention of proving existing buildings can be just as efficient as new construction.

SIGNATURE PROJECT EXPERIENCE

Historic Renovation/Adaptive Reuse

- Colman Yards Multi-Family & Commercial Campus • Rockford, IL
- 20-22 West Main, Mixed-Use • Freeport, IL
- 43 E Galena Ave, Hospitality • Aurora, IL
- 2-12 North River, Multiple Restaurants • Aurora, IL
- Winnebago Town Hall, Historic Structure Report (HSR) • Winnebago, IL
- 120 West Main, Hospitality • West Dundee, IL
- Waukegan Façade Improvement, Commercial • Waukegan, IL
- The Baltic Mill, Historic Structure & Museum • Belvidere, IL
- The Dixon, Historic Theatre • Dixon, IL
- Chicago Housing Authority, Multiple Sites • Chicago, IL*
 - Hansberry
 - Armour Square
- Museum of Science of and Industry • Chicago, IL*
- Fort Massac • Metropolis, IL* (HSR)
- Morton Arboretum • Lisle, IL* (HSR)

Sustainability

- Yannell PHIUS+ House • Chicago, IL* (Passive)
- Maryville University • St. Louis, MO* (LEED)

Interior Buildout

- Warby Parker • Multiple Sites*
- Chicago Public Schools, Multiple Sites • Chicago, IL*
 - Cameron Elementary School
 - Phillips Elementary School
 - Libby Elementary School
 - DuSable Campus (Bronzeville/Williams)
 - Vaughn Occupational High School
 - Uplift High School
 - McCutcheon Elementary School





Michael Smith

AICP CANDIDATE | PROJECT MANAGER I

EDUCATION

University of Illinois
Master of Urban Planning & Policy
 Chicago, IL
 2018

Northern Illinois University
Certificate in Public Administration
 Dekalb, IL
 2017

Judson University
Bachelor of Arts in Religious Studies
 Elgin, IL
 2005

ORGANIZATIONS

- I Bike Rockford

AREAS OF FOCUS

Transportation Planning
 Community Engagement
 Development Feasibility Studies
 Historic Tax Credits Consulting
 Corridor Planning
 Geospatial Analysis

EXPERIENCE

Years with Studio GWA: 5
 Years of Practice: 7

Michael is an urban planner whose work at Studio GWA includes master planning, corridor planning, transportation planning, and stakeholder engagement. With over ten years of experience in the nonprofit sector, he understands how critical stakeholders are in co-developing work products that are authentic and inclusive. Michael recognizes the interwoven relationship between each place and space and works with stakeholders to ensure that redevelopment plans are cohesive, balanced, values-driven, and consensus-based.

SIGNATURE PROJECT EXPERIENCE

Historic Tax Credit Consulting

- Determine of Eligibility (DOE) for Lawrence Bros Building • Sterling, IL
- Part 1 Evaluation of Significance Applications
 - 120 W Main • West Dundee, IL
 - 20-22 W Main • Freeport, IL*
 - 401 Birch • Kennett Square, PA*
 - 17-19 N Broadway • Aurora, IL*
 - Aurora National Bank • Aurora, IL*
 - 112-116 E Galena • Aurora, IL*
 - Brady Block • Aurora, IL*
 - Valentine's Transfer & Storage • Aurora, IL
 - 202 N Main • Rockford, IL*
- Part 2 Description of Rehabilitation Applications
 - 43 E Galena • Aurora, IL
 - Old Courthouse Center • Woodstock, IL
 - 401 Birch • Kennett Square, PA*
 - 120 W Main • West Dundee, IL
 - 202 N Main • Rockford, IL*
 - The Iconic Building • Rockford, IL
 - Valentine's Transfer & Storage • Aurora, IL
 - Hobbs Building • Aurora, IL
 - International Harvester Showroom & Warehouse • Aurora, IL
- Historic American Buildings Survey (HABS), 928 Maple • Downers Grove, IL

Master Planning/Feasibility Studies

- Poplar Grove Comprehensive Plan • Poplar Grove, IL
- Danville Downtown Revitalization Plan • Danville, IL
- Sterling Riverfront Redevelopment Planning • Sterling, IL
- Economic Resiliency Planning and Corridor Study • Baraboo, WI
- Keith Creek Corridor Study • Rockford, IL
- River Area Master Plan • La Crosse, WI*
- Comprehensive Outdoor Recreation Plan • Viroqua, WI*
- Historic Preservation Plan • Viroqua, WI*

* In Progress

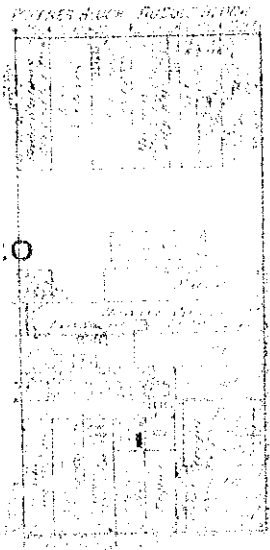
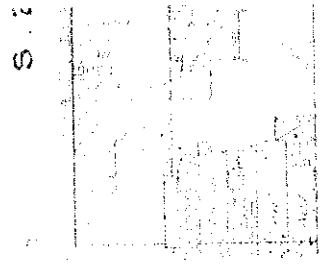
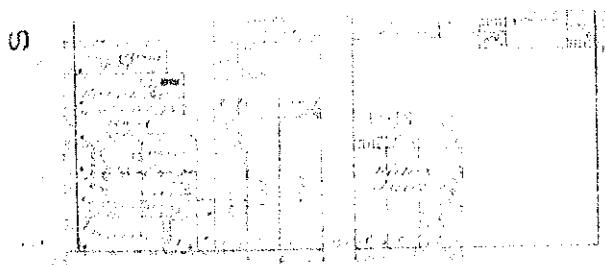
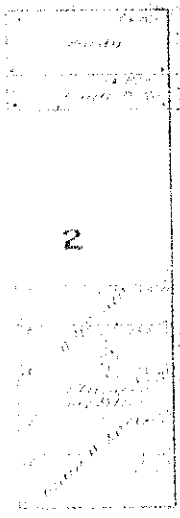
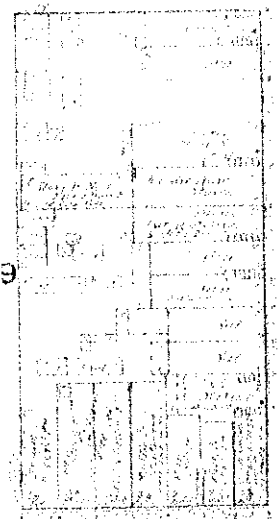
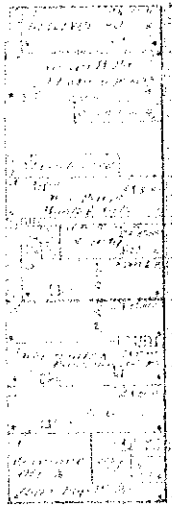
JAN 1904
LACROSS
1950

VINE

CAYLOR HOUSE

OUR EXPERIENCE

Our historic preservation services are designed to protect and celebrate the architectural and cultural heritage of our communities while adapting buildings for contemporary use. From guiding property owners through the complexities of Historic Tax Credit (HTC) consulting to preparing thorough Historic Structure Reports that document a building's history and condition, our team provides the insight and technical skill needed for thoughtful stewardship. We excel at coordinating preservation strategies that integrate seamlessly with modern systems and uses. Whether your project involves the rehabilitation of a landmark, adaptive reuse of a historic building, or navigating preservation funding sources, we deliver solutions that honor history while supporting vibrant futures.



PEARL

Mount Morris Streetscape

Facade Improvement · Streetscape Design



As part of their downtown revitalization efforts, the Village of Mount Morris asked for assistance in visualizing a series of façade improvements on several buildings. The downtown business activity was adversely affected by the relocation or closing of large publishing companies, and over time many buildings have been affected by prolonged disinvestment and ad-hoc renovations. The goal of the project was to create a vision for the streetscape of Wesley Avenue that would create an attractive, historically sensitive business environment.



Gary W. Anderson Architects (now Studio GWA) met with stakeholders including village officials, business owners, and volunteers to understand both the existing conditions and desired outcomes of the project. Each of the respective buildings in the two-block area were toured and photographed, and historical photos were gathered in order to propose period-correct improvements.

Two elevation renderings of the Wesley Avenue streetscape were provided. The first was a cost-sensitive rendering with minor improvements representing small changes that could still make an impact, such as paint and awnings. The second was a fully modified rendering that called out thorough improvements including window placement, cornice re-installation, and storefront orientation. All the considered and recommended project improvements proposed by GWAA were designed to meet the Standards for Rehabilitation as outlined by the Secretary of the Interior in order to enhance this area's eligibility for listing on the National Register of Historic Places. The Village has used this as a tool for speaking with business owners and to incentivize strategic improvements within their TIF district.





Village of Oregon, WI Downtown Master Plan

Community Engagement · Urban Design · Architectural Strategy



Community meets possibility in Downtown Oregon.



Studio GWA, in partnership with Redevelopment Resources and the Village of Oregon, developed a visionary Downtown Master Plan that celebrates Oregon's small-town charm while preparing for future growth. Informed by extensive public engagement—including surveys, walking tours, and local events—the plan reflects the community's desire to preserve its historic character while enhancing livability, economic vitality, and walkability.

The plan identifies ten key opportunity sites for redevelopment, ranging from adaptive reuse of historic buildings to new mixed-use infill projects that introduce housing, retail, and public amenities. Waterman Triangle Park is reimagined as a central gathering space with improved visibility, interactive features, and flexible infrastructure for events. Streetscape enhancements and mobility improvements further support a more connected and welcoming downtown experience.

An important element of the plan is the Downtown Design Guidelines, which provide a framework for preserving architectural integrity and promoting high-quality, context-sensitive development. These guidelines encourage restoration of original building materials, pedestrian-oriented storefronts, and signage that complements historic façades. They also address compatible new construction, cohesive streetscape elements, and integration of public art and landscaping—ensuring that future development reinforces Oregon's identity and supports long-term investment in the downtown.



East Rockford Historic District

District Establishment • National Register Listings



The original East Rockford Historic District was listed in the National Register of Historic Places in 1978. The district was listed under two Criteria: Criterion A for its significant association with commercial and business development, and Criterion C for its architectural importance. The latter Criterion is underscored by the fact that, though it exists in a small area, the district offers an exceptionally intact glimpse of a nineteenth century and early twentieth century urban fabric. The contributing buildings represent a range of architectural styles from as early as 1834 to as late as 1964.

Gary W. Anderson Architects played an integral role in the formation of both the original district listing as well as its expansion. Notably, the introduction of the state and Federal Historic Tax Credits piqued the interest of stakeholders in expanding the district to the north to encompass several buildings with significant historic integrity.



Our firm's work in establishing historic districts and leading redevelopment projects within historic districts has continued in recent years. We have assisted with the creation of a number of historic districts including the West Rockford Historic District, Haight Village Historic District, 7th Street Historic District, and most recently the Middle Avenue Historic District, all of which are National Register Districts.

PROJECT APPROACH & SCOPE

Studio GWA has been on the ground, helping property owners and municipalities solve problems with their historic inventory for over 40 years. We are a team of doers who operate not only at the planning level to set forth documentation that provides a clear pathway, but also as architects and designers who work with property owners daily. We help them understand the joys and challenges of working with old buildings, the value in maintaining details, financial tools to aid renovation, and the importance to adhering to the Secretary of the Interior's Standards.

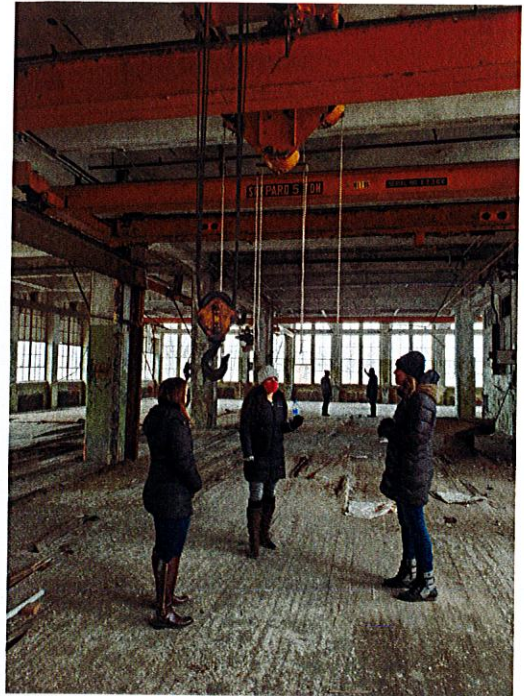
In selecting us, you would choose a team of planners, preservationists, and architectural experts. Our architectural knowledge will become especially helpful in helping craft solutions to the guidelines that are respectful of the historic property but practical and not overly onerous to property owners.

Project Approach

Studio GWA brings a place-based, preservation-forward approach to the development of historic design guidelines. Our team of architects, planners, and preservation specialists has extensive experience working with municipalities and property owners to sensitively approach renovation of historic buildings. We understand that the goal is to develop design guidelines that are visually engaging, technically sound, and accessible to a wide range of users—from homeowners to developers to design review boards.

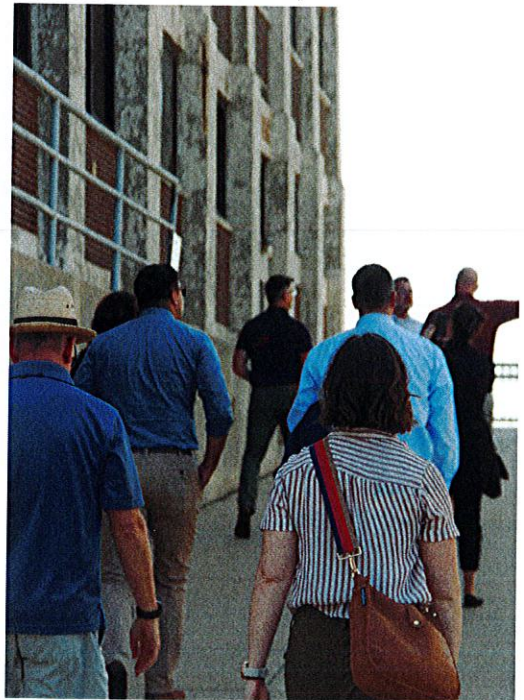
Rock Island's rich architectural legacy—including three National Register Historic Districts, one local historic district, and 47 individual local landmarks—deserves guidelines that honor its character while supporting thoughtful evolution. Our team understands the nuances of historic architecture, the challenges of adaptive reuse, and the importance of aligning preservation goals with contemporary needs such as energy efficiency and material sustainability. Our approach is grounded in best practices, shaped by community context, and driven by a commitment to protecting and celebrating local heritage.

We also understand that Rock Island has recently been accepted as a River Edge Redevelopment Zone community, providing access to the uncapped and non-competitive State Historic Tax Credit (HTC). This State HTC is an important tool in the renovation of historic structures and is a critical financing tool for adaptive re-use projects. This tool, coupled with the design guidelines can have a powerful impact on the landscape of preservation within the community. We have extensive experience working with the historic tax credits, and will work with staff to understand how this may play a role in the development of the guidelines.



Relationship with City Staff & Preservation Commission

We will work closely with the Community Development Department and the Preservation Commission to ensure the guidelines reflect both regulatory needs and community values. Our team will lead the documentation process, facilitate collaborative engagement, and deliver a visually rich, user-friendly document that supports both design review and public education. Regular check-ins—virtual or in-person—will ensure alignment throughout the project. We anticipate at least once-per-month meetings to coordinate with the City's Urban Planner, though will schedule ad-hoc meetings as-needed for key milestones.



Project Scope

Task 1: Project Kickoff & Contextual Review

We will begin with a kickoff meeting and walking tour of Rock Island's historic districts and landmarks. This immersive start allows our team to understand the architectural character, preservation challenges, and community aspirations firsthand.

We will also review the 2016 Heritage Resources Plan and existing guidelines to identify gaps, opportunities, and understand the previous community engagement approaches.

During the walking tour, we will photo-document local resources for use within the guidelines as potential examples and to guide future conversations.

Task 2: Community Engagement

In order to create design guidelines that are user-friendly, we will work with local stakeholders to better understand the existing base knowledge, process, and temperature for preservation within the community. We will coordinate with City staff, the Preservation Commission, property owners, and key stakeholders through virtual workshops and/or in-person meetings to test assumptions, understand challenges, and present solutions. We have allotted time for two focus groups, an open house-style meeting, and up to six individual interviews with stakeholders. Feedback will be incorporated into the draft design guidelines and reviewed with staff and other relevant stakeholders to ensure the final product reflects community input and regulatory clarity.

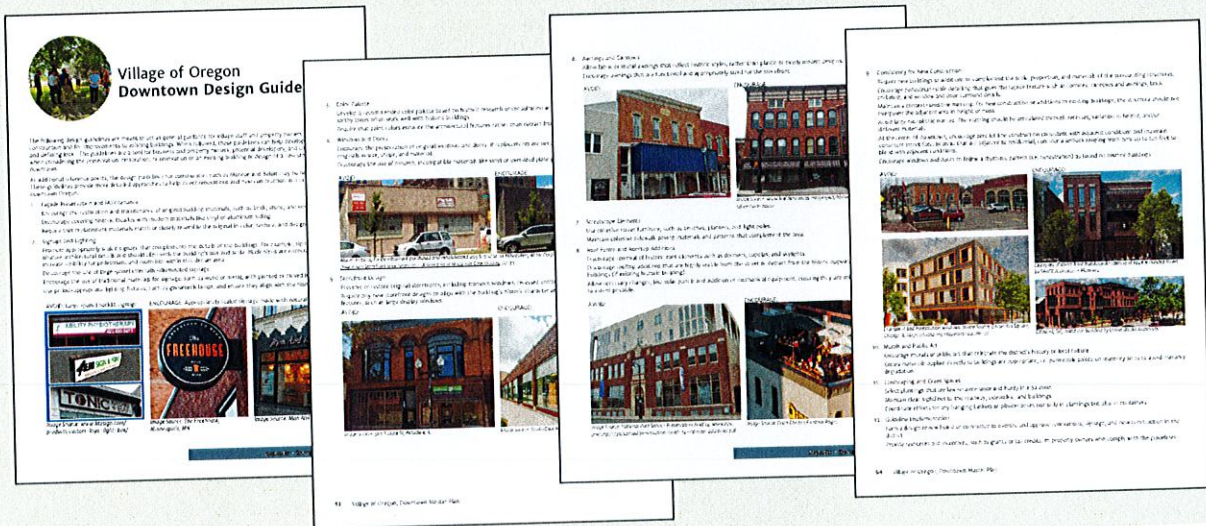
Task 3: Drafting the Guidelines

We will develop a comprehensive, illustrated set of design guidelines that includes:

- Architectural style profiles with annotated line drawings
- Photographs and illustrations that provide examples of the intent
- Guidance on appropriate materials, additions, and alterations
- Recommendations for energy efficiency and alternative energy systems
- Maintenance best practices and treatment of non-contributing properties
- Specific guidance for mid-century and commercial/industrial properties

The guidelines will be structured for ease of use by both professionals and the public, with clear navigation, glossary terms, and visual cues. For property owners new to owning a historic structure, there may be a good amount to learn; the design guidelines will help educate on the importance of these historic details while also providing information on next steps.

This draft design guidelines will first be distributed for review by staff and any other key project team members. Then, our team will incorporate any edits in order to produce a 80% draft document for further distribution.



Task 4: Finalization & Adoption Support

Following feedback on the 80% draft, we will finalize the guidelines for adoption. The final deliverable will be formatted for both print and digital use, with ADA-compliant graphics and intuitive layout. We will also provide a presentation to the Preservation Commission and City Council, as needed, to support adoption.

FEE & SCHEDULE

SEPTEMBER 2025	TASK 1: KICK-OFF & CONTEXTUAL REVIEW	\$ 1,820
OCTOBER 2025 - DECEMBER 2025	TASK 1: COMMUNITY ENGAGEMENT	\$ 5,460
NOVEMBER 2025 - FEBRUARY 2026	TASK 2: DRAFTING THE GUIDELINES	\$ 9,100
FEBRUARY 2026 - MARCH 2026	TASK 3: FINALIZATION & ADOPTION SUPPORT	\$ 1,820
GRAND TOTAL:		\$ 18,200

This is a fixed fee. Our team will monitor our hours and work product to fall within this identified budget. Additional fee will never be charged unless there is a request to change the scope of work.

	2025				2026		
	Sept	Oct	Nov	Dec	Jan	Feb	March
TASK 1: KICK-OFF & CONTEXTUAL REVIEW							
TASK 1: COMMUNITY ENGAGEMENT							
TASK 2: DRAFTING THE GUIDELINES							
TASK 3: FINALIZATION & ADOPTION SUPPORT							

PROFESSIONAL REFERENCES



Christina Betz

Executive Director of Operations
City of Woodstock, IL
cbetz@woodstockil.gov
815-338-4300

Scott Shumard

City Manager
City of Sterling, IL
sshumard@sterling-il.gov
815-632-6621

Elise Cruz

Director of Community Development
Village of Oregon, WI
ecruz@vil.oregon.wi.us
608-835-6291



Client Agreement

Thank you for considering Studio GWA to assist you with drafting design guidelines for Rock Island, Illinois. The purpose of this Agreement and the attached terms and conditions is to outline our rights and obligations to each other, providing clarity for moving forward.

Introduction

This Client Agreement (“Agreement”) is between **City of Rock Island** (“Client” or “You”) and **Studio GWA** (“We” or “Us”) to provide architectural services as outlined below:

Client

City of Rock Island
Eunice Amisshah-Mensah
1528 3rd Avenue
Rock Island, IL 61201

Architect

Studio GWA
200 Prairie Street, Suite 201
Rockford, IL 61107

Contract Date: August 21, 2025

Project Approach

Studio GWA brings a place-based, preservation-forward approach to the development of historic design guidelines. Our team of architects, planners, and preservation specialists has extensive experience working with municipalities and property owners to sensitively approach renovation of historic buildings. We understand that the goal is to develop design guidelines that are visually engaging, technically sound, and accessible to a wide range of users—from homeowners to developers to design review boards.

Rock Island’s rich architectural legacy—including three National Register Historic Districts, one local historic district, and 47 individual local landmarks—deserves guidelines that honor its character while supporting thoughtful evolution. Our team understands the nuances of historic architecture, the challenges of adaptive reuse, and the importance of aligning preservation goals with contemporary needs such as energy efficiency and material sustainability. Our approach is grounded in best practices, shaped by community context, and driven by a commitment to protecting and celebrating local heritage.

We also understand that Rock Island has recently been accepted as a River Edge Redevelopment Zone community, providing access to the uncapped and non-competitive State Historic Tax Credit (HTC). This State HTC is an important tool in the renovation of historic structures and is a critical financing tool for adaptive re-use projects. This tool, coupled with the design guidelines, can have a powerful impact on the landscape of preservation within the community. We have extensive experience working with the historic tax credits and will work with staff to understand how this may play a role in the development of the guidelines.

Relationship with City Staff & Preservation Commission

We will work closely with the Community Development Department and the Preservation Commission to ensure the guidelines reflect both regulatory needs and community values. Our team will lead the documentation process, facilitate collaborative engagement, and deliver a visually rich, user-friendly document that supports both design review and public education. Regular check-ins—virtual or in-person—will ensure alignment throughout the project.

Rockford
Monroe



200 Prairie St. Suite 201
1107 16th Ave.

Rockford, IL 61107
Monroe, WI 53566

815-963-1900
studiogwa.com

We anticipate at least once-per-month meetings to coordinate with the City's Urban Planner, though will schedule ad-hoc meetings as-needed for key milestones.

Project Scope

Task 1: Project Kickoff & Contextual Review

We will begin with a kickoff meeting and walking tour of Rock Island's historic districts and landmarks. This immersive start allows our team to understand the architectural character, preservation challenges, and community aspirations firsthand.

We will also review the 2016 Heritage Resources Plan and existing guidelines to identify gaps, opportunities, and understand the previous community engagement approaches.

During the walking tour, we will photo-document local resources for use within the guidelines as potential examples and to guide future conversations.

Task 2: Community Engagement

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Fee Summary:

Architectural Services	
Kick-off & Contextual Review	\$1,820
Community Engagement	\$5,460
Drafting the Guidelines	\$9,100
Finalization & Adoption Support	\$1,820
Total Architectural Services	\$18,200

Acceptance:

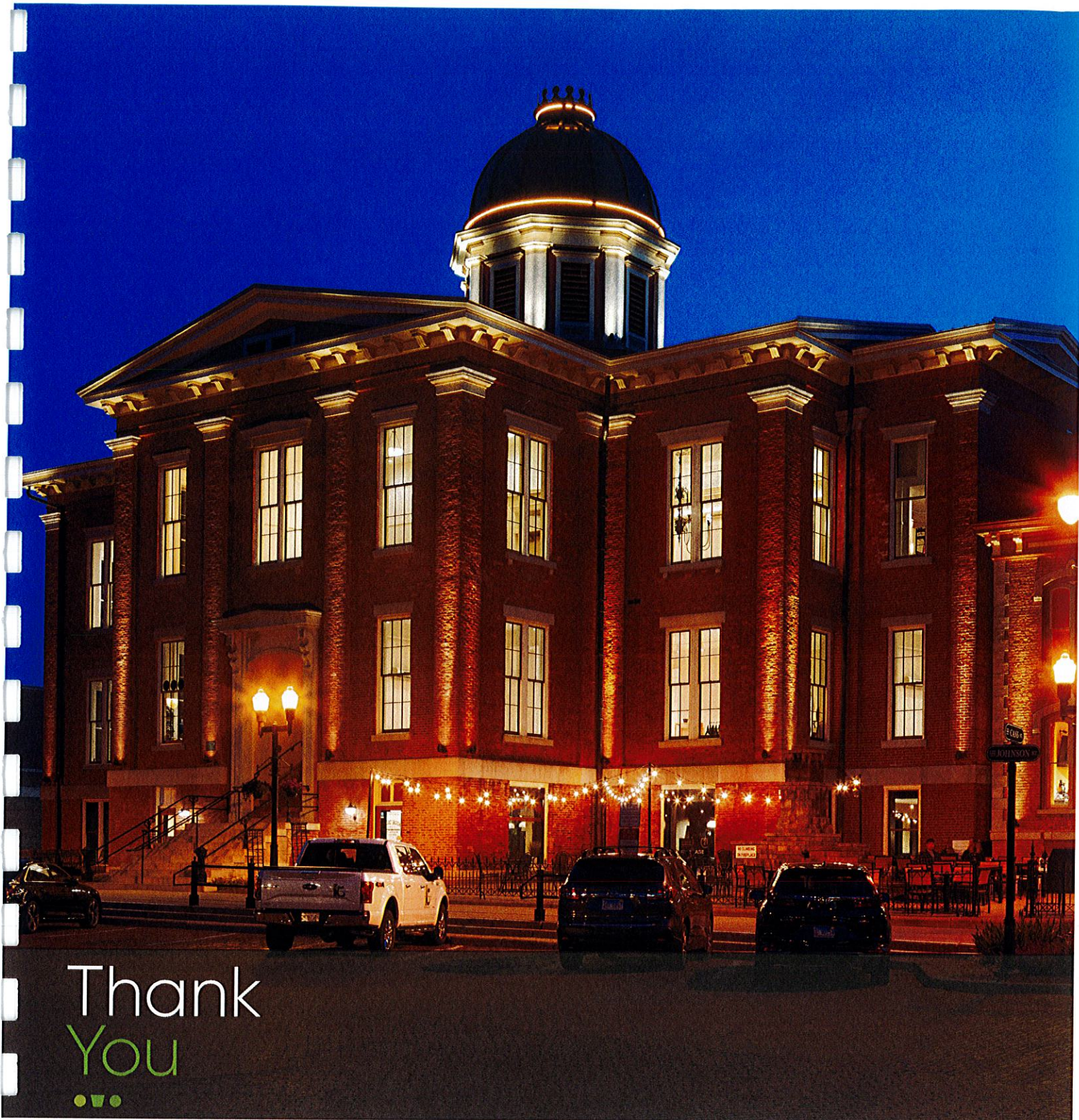
Acceptance by the Client is strictly limited to this Proposal and the attached Terms and Conditions for Architectural Services, which when acknowledged by signing this Proposal and the attached Terms and Conditions, is authorization to proceed. This proposal will expire 90 days from the contract date listed on page 1.

Ashley Sarver, Principal

Date

Client Representative

Date



Thank
You
•••



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Rockford, IL 61107
815-963-1900
www.studiogwa.com