



REQUEST FOR PROPOSALS
Consulting Team for Historic Site and Museum Visitor Experience Plan Sought
Deadline: September 15, 2023

The Michigan Street African American Heritage Corridor Commission (Corridor) is seeking to retain professional services from consulting teams to create an overarching plan for the historic sites and museum visitor experience.

The Corridor requests proposals for services to be conducted between November 2023 and December 2024. This project seeks to evaluate, record, and research the collections, stories, and experiences embodied in the Corridor and its 4 Anchor Institutions in order to create a plan to properly care for and interpret existing collections and expand access to content.

The project will build the capacity for five African American institutions in Buffalo, New York, to develop and expand public programs and exhibitions.

The Corridor will hire a consulting team specializing in the African American experience, history, and contemporary historic site and museum visitor experience. The project will result in a plan to manage our existing collections and exhibit our many histories with a cohesive narrative that tells the story of the entire Michigan Street Corridor. This Corridor includes the Michigan Street Baptist Church (owned by the Buffalo Niagara Freedom Station Coalition), The Nash House Museum (owned by the Michigan Street Preservation Corporation), the Historic Colored Musicians Club and Jazz Museum, and WUFO Black Radio History Collective.

Priority will be given to teams with experience working with archives, collections, or in designing and creating spaces/sites that highlight the historical and contemporary experiences of African Americans and other historically marginalized communities. This includes expertise in working with Underground Railroad sites, Jazz and Urban Radio-focused museums, or historic sites dedicated to Black life. Teams that include partnering with local Colleges, Universities, or Historians will be prioritized.

About Michigan Street African American Heritage Corridor Commission

The Corridor was created in 2007 to manage a Master Plan for a Historic Preservation Area created by NYS Legislation. This area directly corresponds with the Corridor's four cultural anchors: The Michigan Street Baptist Church, the Nash House Museum, the Historic Colored Musicians Club and Museum, and WUFO 1080 AM Black Radio History Collective. On July 31, 2009, the Corridor received its certificate of incorporation from New York State to operate as a nonprofit as outlined by the establishing NYS Legislation.

By serving as the connector of the past, present and the future for the historic neighborhoods within the Corridor and beyond, the Michigan Street African American Heritage Commission Corridor endeavors to integrate the African American cultural significance and impact on Buffalo's history through public engagement, community education that will invigorate, inspire, and enliven cultural appreciation, preservation and community development. The anchors set the standard as significant cultural historical institutions within the Corridor and have remained pillars of the community for over 100 years.



Budget and Schedule

The funds for these services have been secured from the Institute of Museum and Library Services (IMLS) Museum Grants for African American History and Culture Program \$94,000 is allotted for payment to consultants. Each submission should include a budget. Priority will be given to submissions that include recommended items to stabilize and display the collections (ex. display cases, archival folders, etc.) within the submitted budget for this project. The consultant is expected to work with the Corridor for a total of 14 months.

Scope of Professional Services

The Corridor is seeking submissions from collections, visitor experience, and historian teams capable of providing a plan for each Anchor Institution and the Corridor that culminates in the creation of a comprehensive Collections and Interpretation plan.

Scope of Services includes:

1. Outline form of proposal for first approval, including a schedule spanning no more than 14 months.
2. Inventory of collections and archives representing the history of the corridor and the four Anchors
3. Detailed plan for Corridor, and four Anchors to include:
 - a. A comprehensive Collections Management Plan
 - b. Recommended interpretive approach for the collections as well as recommendations for innovative digital experience.
 - c. Interpretive Text for featured items (for each Anchor and Corridor)
 - d. List of additional items of note that should be studied and featured and recommendations for presentation.
 - e. Recommendations for supplies needed to display and care for the collections.

Expectations

1. Research the 4 Anchor Institutions and expanded Buffalo and New York State African American stories and histories including gathering oral knowledge.
2. Development of key program narratives and supporting materials
3. Monthly meetings with project manager and anchor leads and written quarterly reports created for the board of directors.

Proposal should include:

1. Proposed work plan including deliverables and milestones for 14 months.
2. Total contract amount and breakdown of fees to subconsultants. Our budget is \$94,000.
3. Work samples illustrating successful and similar projects.
4. Resumes for each individual consultant, not to exceed 1 page each.
5. Lead contact

Proposals should be sent via email in pdf format to: Audrey Clark, Program Manager, aclark@michiganstreetbuffalo.org. Subject headline should read, Corridor **PROPOSAL FOR Historic Site and Museum Visitor Experience**

Proposals must be received no later than **September 15, 2023 at 12:00 p.m.**

Chosen applicant will be notified of their successful proposal no later than October 15, 2023

New York State certified MWBE preferred but not required.