



IV. Project Specific Approach and Timeline

A. Proposed Project Scope (Revised 6/25/2024)

1. Internal Project Management

We will manage all aspects of the proposed scope in consultation with the City of Joliet's Historic Preservation Commission staff liaison, including attending bi-monthly project meetings, completing bi-monthly project reports, and other communication as needed. We will work to establish a strong basis of knowledge from existing historical information, prior research, and resources in the city and community. We will coordinate with all parties for proper sequencing and non-duplication of effort in the completion of the project.

2. Project Steering Committee Engagement

We will work with the project Steering Committee to identify key stakeholders, review the community engagement strategy, establish a communication protocol, and identify and request key data; and coordinate with the Committee in its work to review and comment on all drafts and final deliverables; guide preparations for a minimum of two public education events; and promote this project as we execute the work. We will commit to attend bi-monthly meetings in person with the Steering Committee in Joliet. We will rely on the local knowledge and networks of the Steering Committee to ensure that we are reaching the right groups, communities, and individuals to ensure that the outcome represents each facet of the Black experience in Joliet in a fair manner.

3. Public Presentations

We will prepare and deliver two public presentations at venues identified and scheduled by City staff on topics derived from the findings of this context study.

4. Website Content Development

We will contribute to maintaining a project webpage by preparing and uploading text and images with the support of the City Website Coordinator.

5. Community Engagement Strategy

We will work with the Steering Committee and City staff to prepare a community engagement strategy that prioritizes diversity, equity, and inclusion. This shall include the number and type of outreach activities, the intended outcomes, and the approximate timing of each activity, including at least two public presentations on topics derived from the findings of the project. We will suggest collaboration with community partners on outreach and research tasks and



In addition to public presentations, we propose to work with the Steering Committee to schedule and additional three in-person community meetings or equivalent information-gathering exercises to gather feedback and collect data on the Historic Context Statement.

6. Oral History Guidance

We will assist the city with an oral history project by confirming desired deliverables and providing quality assurance review of historic resource documents provided to us by the City or third parties retained by the city.

7. Historic Context Statement

We will undertake general and focused historic research leading to the preparation of a historic context statement to include:

- Comprehensive history of the Joliet area’s African American community from the first residents through the late 20th century;
- Associated places connected to this history (some places or areas may no longer be extant but will need to be included);
- Defined historical themes connected with the African American experience in Joliet;
- Framework for evaluating historic integrity, acknowledging that properties possessing significant social-cultural associations might not meet standard architectural design integrity registration criteria;
- Recommendations for future historic resource surveys, nominations, policies and placemaking projects as well as preliminary recommendations for how the information generated from the context study can be disseminated to actualize project goals and objectives;
- Excel-based database of places (extant and non-extant); and
- Comprehensive bibliography.

Anticipated historic themes will likely include African American settlement patterns over time, occupational characteristics, development of civic and social institutions, development of the community’s business and professional sectors, social and economic status of the African American community and the dynamics of structural racism present in Joliet over time, and the fight for civil rights, equality, and full inclusion.



8. Limited Intensive-Level Historic Resource Documentation

We will guide intensive-level historic resources documentation by City staff or third parties retained by the City by confirming desired deliverables and providing quality assurance review of historic resource documents; and incorporate any findings into the final context statement report.



V. Deliverables, Timeline, and Budget

C. Proposed Project Budget (Revised 6/25/2025)

Preservation Futures calculates fees based on Federal Paperwork Burdens when available for proposed services or their equivalents, and an hourly rate of \$200/hr.

Planning, Communications, and Management		
1.	Internal Project Management	\$6,250.00
2.	Project Steering Committee Engagement	\$8,000.00
3.	Public Presentations	\$4,000.00
Media		
4.	Website Content Development	\$3,000.00
<i>Budget is to prepare and upload content to the project website with City support as described in the Scope. If the City wishes Preservation Futures to perform additional digital media production work, we would require a separate contract and additional fee.</i>		
Engagement		
5.	Community Engagement Strategy	\$9,250.00
6.	Oral History Guidance	\$5,250.00
<i>Budget is to consult in the production of an oral history project as described in the project scope. If the City wishes to retain Preservation Futures to produce the oral history, we would require a separate contract and additional fee.</i>		
Research and Technical Writing		
7.	Historic Context Statement	\$35,000.00
8.	Limited Intensive-Level Historic Resource Documentation	\$5,250.00
<i>Budget is to consult in the production of limited intensive-level historic resource documentation as described in the project scope. If the City wishes to retain Preservation Futures to produce Historic Resource Documentation we would require a separate contract and additional fee.</i>		
TOTAL		\$76,000.00