

# STEVEN LAND TILLOTSON



11 April 2024

Webb County Purchasing  
Laredo, Texas 78040  
Jose Angel Lopez III, CTPM  
1110 Washington Street, Ste. 101  
Laredo, Texas 78040

ATTN: Joe Lopez, Webb County Purchasing Agent  
RE: CASA ORTIZ Roof Replacement and Restoration

Dear Mr. Lopez,

This letter is in response to your request to provide historic preservation qualifications and draft proposal for professional architectural and engineering services to replace and restore the roof of the Casa Ortiz historic property. Casa Ortiz has been a designated RTHL (Recorded Texas Historic Landmark) since 1963 and is listed as a Significant Property in the 1973 San Agustin de Laredo National Register Historic District. A portion of the building was constructed in c1830, which makes it one of the oldest historic structures in Webb County and in post-Spanish Colonial Texas.

As the property owner, Webb County, is required to notify the THC within 60 days of any work planned for the building that may have an adverse effect on the historic integrity of the building. The THC is required to comment on any perceived adverse effects relative to both the RTHL and NRHD designations. Therefore, the roof replacement and repairs will need to be sufficiently investigated, documented and detailed to be in conformance with the US Secretary of the Interior Standards for Rehabilitation.

Having reviewed the Casa Ortiz-Roof Inspection Report dated 1/4/2024 and having visited the project site, it is clear the roof is in failure and has to be replaced. The historic significance of the building, difficult access, various complexities and unknown conditions of the roof substrate and structure are factors that increase the documentation and construction costs above a normal level. A basic roof replacement cost estimate of \$450,000 is assumed as a reasonable mid-range budget with a 20% Construction Contingency of \$90,000 for a total Cost of Work budget of \$540,000.

The \$54,000 Basic A/E Services fee is based on 10% of a \$540,000 Cost of Work. In addition to the services described in the draft agreement, the fee amount includes communication with and concurrence by the Texas Historical Commission. Supplemental Services totaling \$13,500 and Reimbursable Expenses not to exceed \$8,500 are in addition to the \$54,000 basic fee, and possible Additional Services to be determined are as follows:

#### **Section 4.1.1. Documentation and Diagnostics of Existing Conditions**

*Supplemental Service in the amount of \$6,000 required of the Project and included in the Contract and the A/E Fee amount.*

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This Pre-Design service consists of field measurements and documentation of the overall roof structure, decking, substrate and detailed assemblies where the roof bears on the wall structure and load-bearing components. This As-Found information is essential for base drawings and critical in evaluating and confirming the Scope and Cost of Work.

**Section 4.1.2. Engineering Assessment of Roof Structure Assembly**

*Supplemental Service in the amount of \$7,500 required of the Project and included in the Contract and the A/E Fee amount.*

Casa Ortiz was primarily constructed and remodeled in distinct phases between 1840 and 1890, a period of time when structural and energy loads were not regulated by building codes. These services provide field investigation, analysis, and recommendations for code-related deficiencies identified of the roof membrane and assembly.

**Section 4.1.3. Reconfiguration and/or Replacement of Exterior roof-mounted equipment, service lines, and thermal insulation.**

*Additional Service in an amount to be determined that may be required of the Project and consequential amendment of the Owner/Architect Agreement appropriate for possible scope of work revisions and by mutual agreement of the Owner and Architect.*

Simple replacement of rooftop equipment and service lines is included in the basic Cost of Work and A/E fee. If during the course of discovery and construction the need or desire to substantially modify or re-engineer the exterior equipment and service lines, and /or address additional thermal insulation is required, this additional A/E service would address those issues.

**Section 4.1.4. Reconfiguration and/or Replacement of Interior HVAC equipment, ductwork, and service lines**

*Additional Service in an amount to be determined that may be required of the Project and consequential amendment of the Owner/Architect Agreement in an amount appropriate for the revised scope of work and mutual agreement by the Owner and Architect.*

Interior work of any kind is not part of the basic or supplemental A/E services. If during the course of discovery and construction the need or desire to substantially modify or re-engineer the Interior equipment and service lines is required, or any other collateral interior work, this additional A/E service would address those issues.

My qualifications that exhibits past work in historic preservation projects, many of which required extensive review and coordination with the Texas Historical Commission is attached. I thank you for this opportunity and I look forward to your comments and progressing with the project.

Best Regards,

Steven Land Tillotson FAIA

**Attachments:** CV Steven Land Tillotson; DRAFT Owner/Architect Agreement AIA Document B104 - 2017

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