



Stewart Facility
5500 Snyder Avenue, Carson City, NV 89701

Request for Permission to Undertake Structural or Visual Alterations

In accord with the requirements set forth in existing covenants,
State Public Works Division (*name of agency*) is requesting written permission to undertake visual
or structural alterations as described below:

Building Number and Name: Building 19, Bakery and Post Office

Building's Date of Construction: 1926

Supplementary Information:

Please indicate if you have submitted the following--

- ☐ Written description of proposed work (*required; see second page*)
- ☐ Photographs of existing conditions (*required*)
- ☐ Sketches, plans, or architectural drawings depicting the proposed work
- ☐ Sketch or site plan of project location
- ☐ Specs of materials to be used
- ☐ Historic photographs depicting past condition or design
- ☒ Other See attached documents

Request Submitted by:

Marc Burgess

Print name

Signature

Agency – State Public Works Division

Title – Project Manager

Email address – marcburgess@admin.nv.gov

Phone number - 775-684-4127

Date of Request: 9/21/22

Please allow up to 14 business days for this form to be processed. Proposed work must not begin until this form has been reviewed and approved by both the State Historic Preservation Office and the Nevada Indian Commission. In some cases, coordination with State Lands is also necessary. Per NRS 321.003, a state agency must also submit a Certification Request to the Nevada Division of State Lands before constructing a building or making other permanent improvements to state lands. This includes ground disturbance for site work and utilities. If your project requires a State

Stewart Indian School Complex
Request for Permission to Undertake Structural or Visual Alterations

Lands Certification, you will find the instructions on the Division of State Lands website under "Forms."

<http://www.lands.nv.gov/>

To expedite your project, the SHPO recommends coordinating with SHPO and State Lands concurrently.

Please submit request form and supplementary materials to the State Historic Preservation Office, 901 S. Stewart St., Ste. 5004, Carson City, NV 89701-5248 or by email to rlpalmer@shpo.nv.gov.

REQUEST APPROVED BY:

SHPO - _____
Print and sign name *Date*

Nevada Indian Commission - _____
Print and sign name *Date*

*** Nevada Division of State Lands -** _____
Print and sign name *Date*

*** (If required)**

Description of Proposed Work:

Please provide a thorough written description of the proposed work, including–

- Location on building
- Approximate size of area affected
- Existing conditions
- Materials to be used
- Proposed methods (must follow the [Secretary of the Interior's Standards](#))

(Use as many pages as needed)

See attached documentation.

19-C16 Renovation of Collection Storage

Building 19, Stewart Facility
Carson City, NV 89701

Kick-off Meeting

Date: 9/21/2022
Time: 11:00 am
Location: SPWD Main Conference room,
515 E. Musser St., Suite 102
Carson City Nevada

Attendees:

Bobbi Rahder	Stewart Indian School	brahder@nic.nv.gov
Chris Gibbons	Stewart Indian School	cgibbons@nic.nv.gov
Sarina Nez	Nevada Indian Commission	snez@nic.nv.gov
Kent LeFevre	SPWD Interim Administrator	kalefevre@admin.nv.gov
Brian Wacker	SPWD	bwacker@adming.nv.gov
Marc Burgess	SPWD	marcburgess@admin.nv.gov
Ronald Bodnar	Stewart Facility Supervisor	rbodnar@admin.nv.gov
Phil Nemanic	Stewart Facility	pnemanic@admin.nv.gov
Max Hershenow	H+K Architects	max@hkarchitects.com
Dan Nelson	H+K Architects	dnelson@hkarchitects.com
Michelle Schmitter	mschmitter llc	mschmitter@att.net
Robin Reed	SHPO	rreed@shpo.nv.gov
Alec Colpo	SHPO	acolpo@shpo.nv.gov

Agenda

- Introductions
 - Attendees
 - Team responsibilities
 - Coordination procedures
 - Communication Structure between Agencies and Design Team
- Project Location Introduction
 - Existing Site
 - Review Site Images (Existing Conditions)
 - Review Site Plans
 - Carson City Utilities (Fire/ Water/ Sewer)
 - Discuss preliminary Electrical Scope
 - Discuss preliminary Telecom Scope
 - Discuss preliminary Sewer (possible camera line)
 - Existing Structure
 - Review Building Images (Existing Conditions)
 - Unsupported Masonry Structure

- Proposed Scope/ Goals
 - Review Project Program
 - Site Development
 - Building Remodel
 - Review Preliminary Remodel Plan
 - Types of materials to be stored.
 - Structural Retro-fit
 - BIA/ NPS Standards & Design Response.
 - HV/AC System
 - Historic Preservation process
 - Applications/ procedures
- Construction Budget Review
 - Review Preliminary Construction Budget
 - Budget Items of Consideration
 - Alternates
- Project Schedule
 - Preliminary Project Design Schedule
 - Review Funding Sunsets
 - Planned Submittals for Review
 - Review Times/ Comments Deadlines from Agencies
 - Preliminary Construction Schedule
 - Possible Acquisition Time Issues
 - Critical Path Concerns
 - Additional Reviews
 - Review additional Review Required
 - Expected Timelines of additional Reviews
 - Inspections
 - Review Additional Inspections Required
 - Expected Timelines of Additional Inspections
 - Testing
 - Review Additional Testing Required
 - Expected Timelines of Additional Testing
- State Historical Preservation Office
 - Procedures
 - Permission Forms
 - Ground Disturbance
 - Documentation
 - Comments
- Questions & Answer Session
- Meeting Summary
 - Review of Responsibilities & Deadlines
- Meeting Concludes

H+K architects will update attendees with meeting minutes via email.



Renovation of Collections Storage, Building 19 (Stewart Facility)
SPWD Project 19-C16
Project Kickoff Meeting

Renovation of Collections Storage Building 19 (Stewart Facility), Project 19-C16
Scope Site Plan
6/9/22

New fire water line, backflow preventer and hotbox enclosure. Size and location TBD.

Backflow preventer and hotbox enclosure to be added to existing domestic water line

20' x 25' concrete pad for (1) accessible parking space

Accessible concrete sidewalk from parking space to new ramp

New accessible concrete ramp

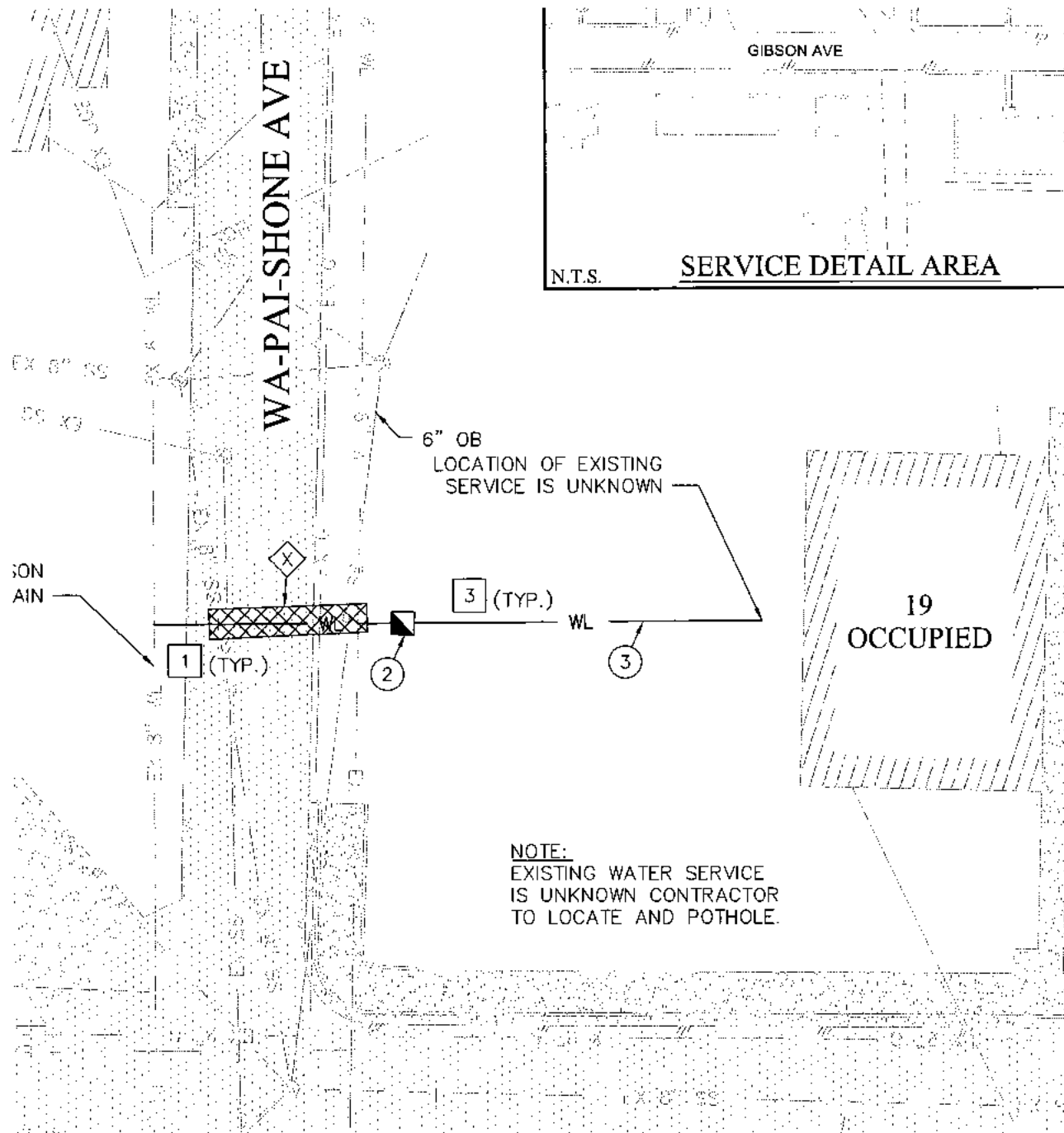
New transformer. Extend service to Building 19 from transformer

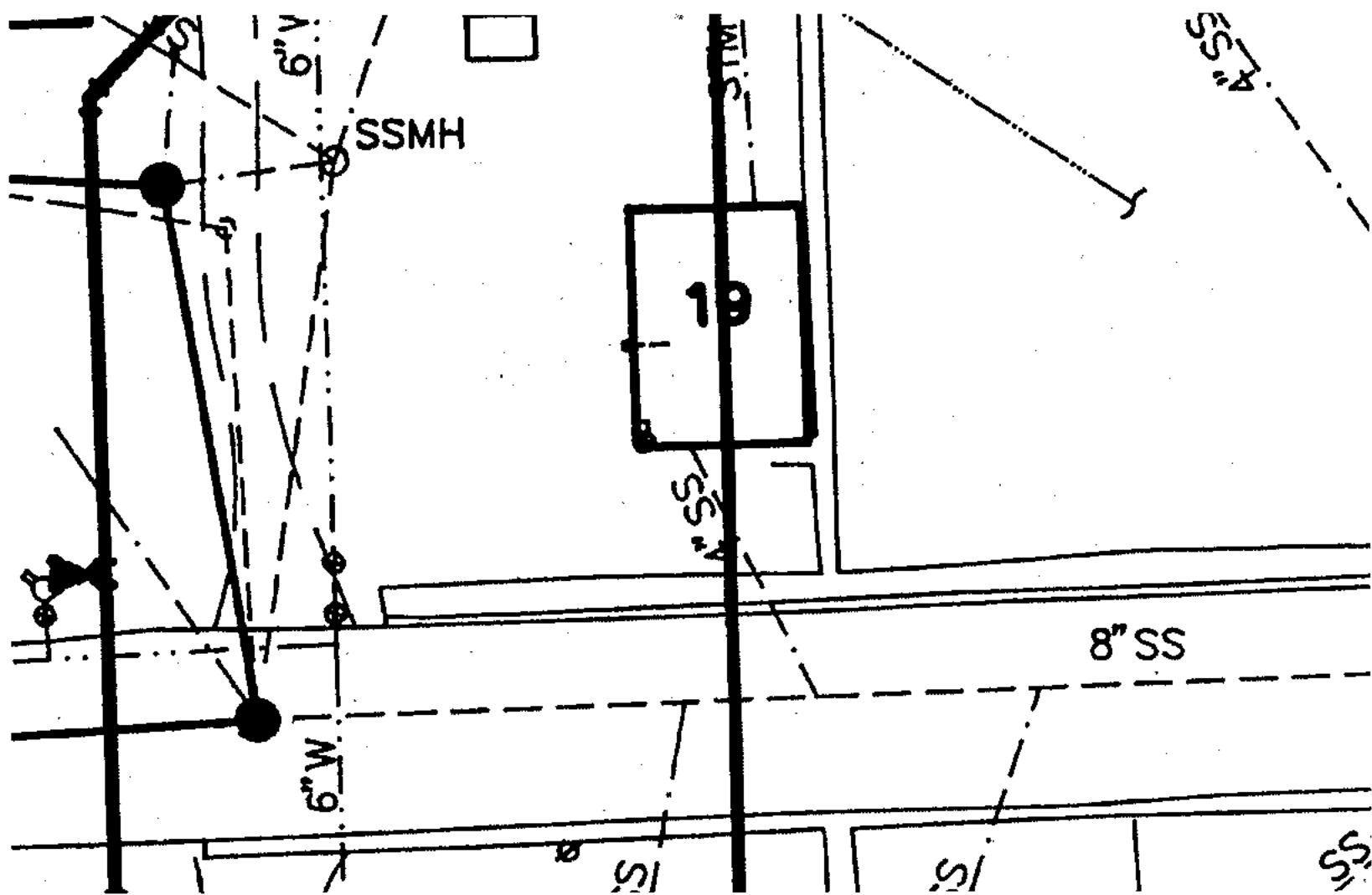
Existing 2" conduit w/ (6) pair copper and (6) strands fiber from pull box to building. Upgrade from existing pullbox to building as required.

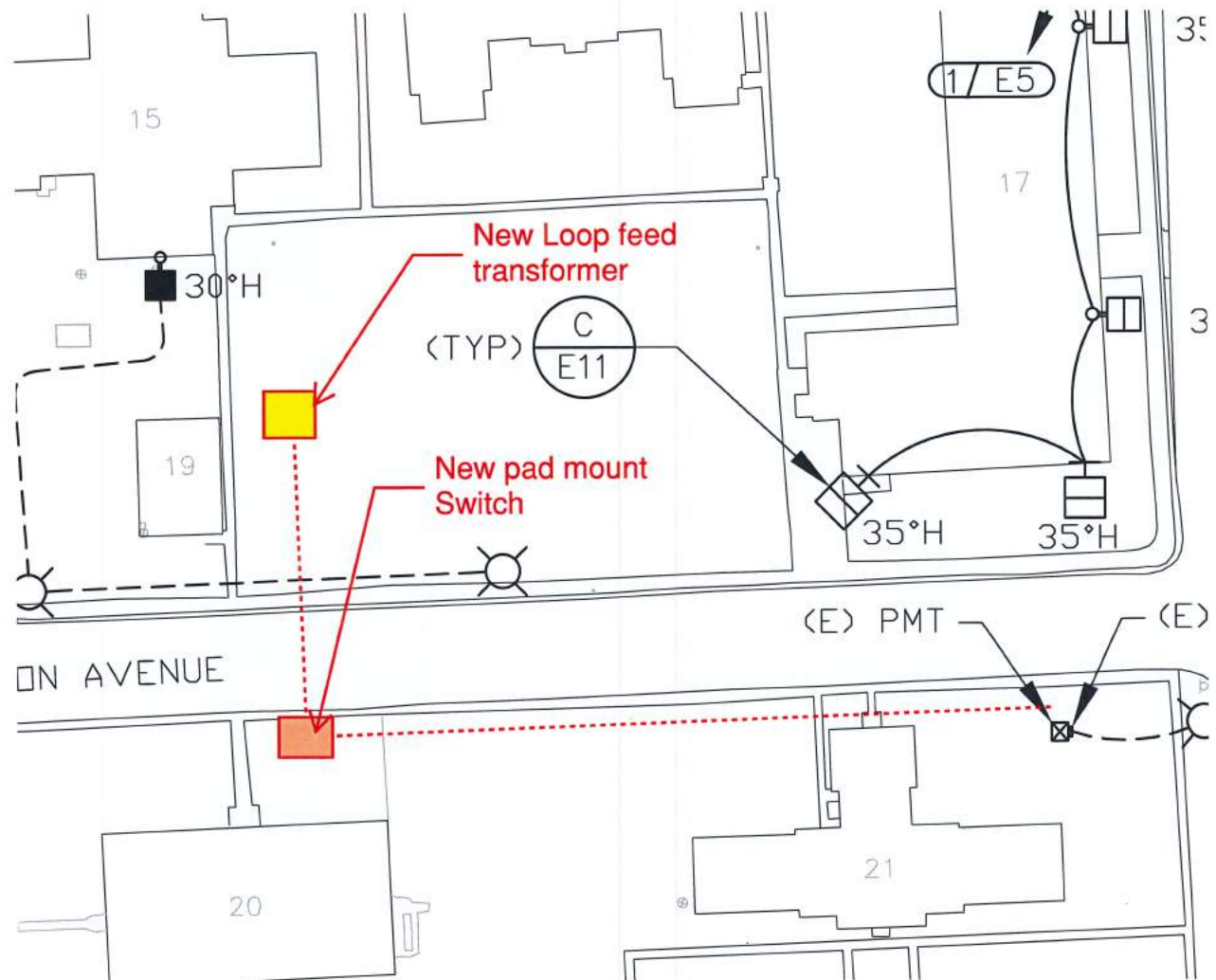
Building 19

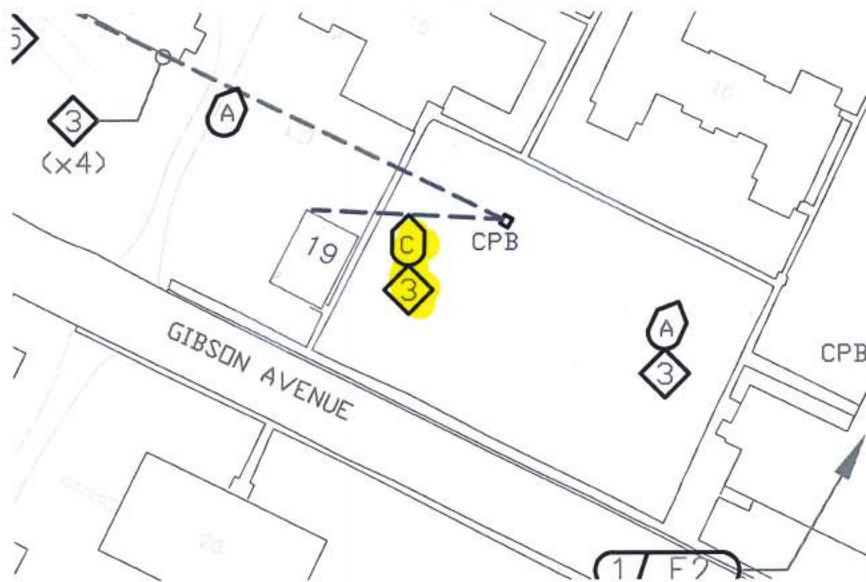
New pad mounted switch

Extend existing electrical service from northeast of Building 21 (300' +/-)







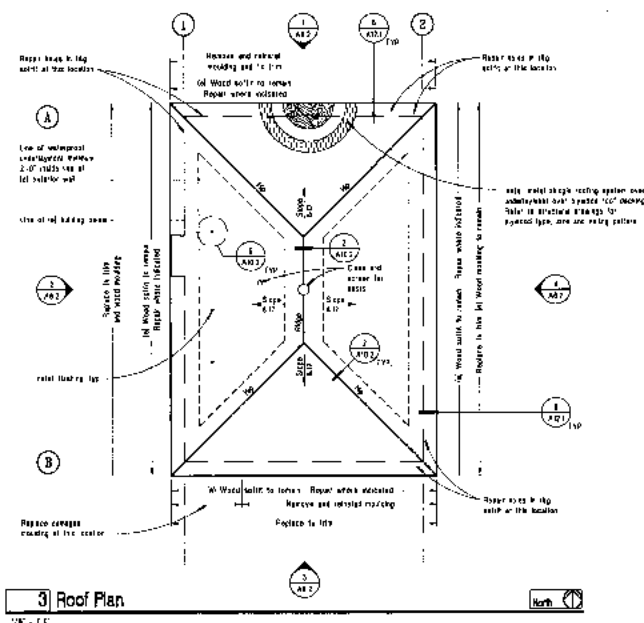


EXISTING CABLE & CONDUIT SCHEDULE			
FEEDER #	REMARKS	CONDUIT	
		QTY.	SIZE
A	EMPTY CONDUIT	2	4"
B	EMPTY CONDUIT	1	4"
C	EMPTY CONDUIT	1	2"
-	SHARES PLUMBING SYSTEM WITH		

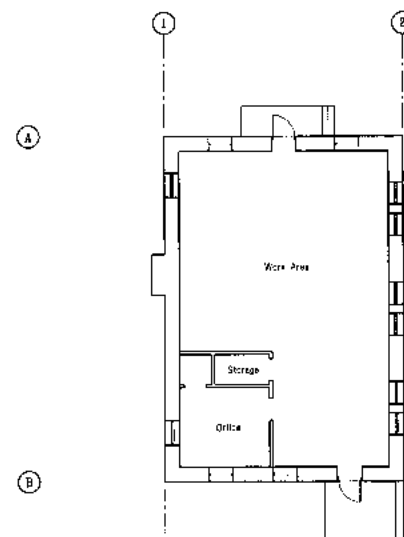
NEW CABLE & CONDUIT SCHEDULE						
FEEDER #	COPPER	CONDUIT		FIBER	CONDUIT	
	# OF PAIRS	QTY.	SIZE	# OF STRANDS	QTY.	SIZE
1	25	(E)	(E)	6	(E)	(E)
2	25	1	2"	6	1	2"
3	6	(E)	(E)	6	(E)	(E)
4	(E) 100	(E)	(E)	(E) 20	(E)	(E)

Sheet Notes

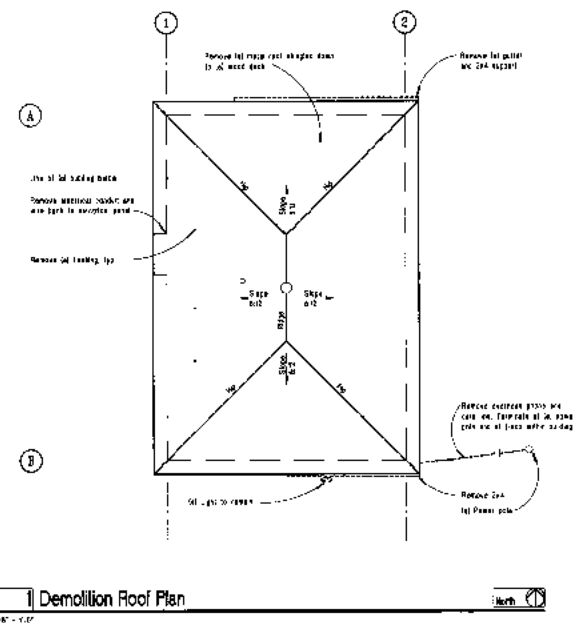
1. [In Tag calls to members. Possibly answer or request of all tags and releases all other bonds.]
2. [All released party holdings are immediately void. All parties must appear and post good faith.]
3. [See 2417.1/2/3] for hold up of all things. See attachment drawings for fast strap locations.
4. [Contractors sign you for releases only. It is the contractor's responsibility to take every all necessary documents.]
5. [See attached drawings for general building dimensions.]
6. [For existing garage, locate the exact 9/4/15.]
7. [After plans indicate the work is to be performed with the steel structure. The new structure, it is not, unless it is the roof system, later, locate the roofline, ceiling, etc.]
8. [Dimensions indicate the work is to be performed on the building location and gate only. The new location is not to be used to, gate and release, no drawings, etc.]
9. [Release or [in] you for drawing is not permitted.]



3) Roof Plan



2 Floor Plan (For Reference Only)



1 Demolition Roof Plan

Hershenow + Klippenstein
ARCHITECTS
17120-01 5TH AVE. S.E.
TUMACACI, AZ 85711

RECORD DRAWING

This Record Drawing has been prepared based on information provided by owner, The District Petroleum, has not verified the accuracy, completeness of the information and that it is important for the client's consideration which may be incorporated herein as a record.

Drawn: 12/20/2018 By: Marc A. Hernandez



**HYTYINEN
ENGINEERING**
2401 Longway Lane, Suite B
Reno, Nevada 89511
(775) 926 3319 PHONE
(775) 826 3376 FAX

Stewart Complex
Structural Repairs & Roofing
SPWB Project No. 05-M46(B)
Carson City, Nevada

SHEET TITLE:
FLOOR & ROOF
PLANS
- BUILDING NO. 19
(BID ALTERNATE F)

NYGJ
P.C./M.H.
3/11/08
AS NOTED
HK 0718

A8.1















General Project Description:

Detail Description:

This project will design and renovate Building #19 (the former Bakery/Post Office at the former Stewart Indian School) at the Stewart facility. The renovation work will include completion of the seismic strengthening of the un-reinforced masonry structure, a complete interior renovation, and the installation of high density mobile shelving for the storage of the Stewart Indian School Cultural Center and Museum collections.

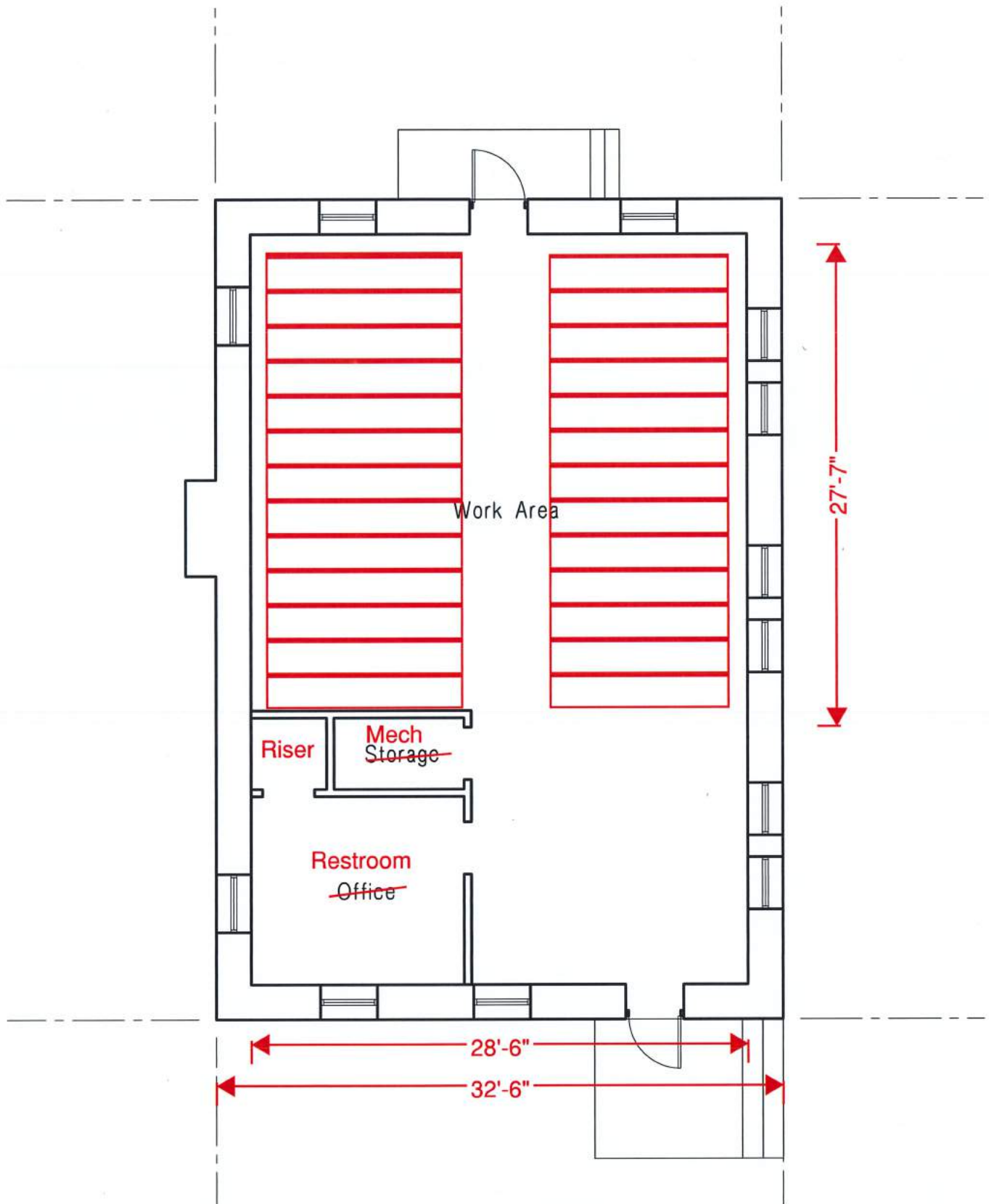
Funding Description:

Project Justification:

The Nevada Indian Commission has a small but growing Stewart Indian School collection housed at the Commission Office, and the remainder, larger collection is currently housed at the Indian Hills Curatorial Center on Topsy Lane. The Stewart Indian School Cultural and Welcome Center has been renovated and will have limited collections storage on the second floor due to limitations of the structural load capacity. The collections storage requirements are for approximately 2,000 square feet of space. Renovating Building #19 will provide 1,646 square feet of space for the collections. This square footage, along with the collections storage space in the cultural center and in the Nevada Indian Commission building will provide adequate storage space for the collections. Additionally, it is preferable for the collections to be housed on the campus and near the cultural center for easy access by museum/cultural center staff (Museum Director and Curator).

Background Information:

The Governor and the Nevada Legislature funded project #17-C08 for the renovation of the Stewart Indian School Cultural and Welcome Center at the Stewart Complex. There are currently Stewart collections that are stored at the Indian Hills Curatorial Center, Nevada Indian Commission Office and the Nevada Historical Society on the UNR campus. The Stewart Indian School Cultural Center and Museum renovation was completed in 2019 where the exhibits will be brought together, assessed and housed at the Stewart facility. The Cultural Center building doesn't have enough storage space to house the entire collections and the second floor cannot accommodate the heavier items in the collection. Building #19, the Bakery/Post Office Building, is a good fit to house the collections due to the existing condition of the building and the size and proximity to the Cultural Center. CIP Project #05-M46 provided seismic strengthening of the roof system and the attachment of the roof to the top of the masonry walls.



Renovation of Collections Storage Building 19 (Stewart Facility), Project 19-C16
Scope Floor Plan
1/8" = 1'-0"
May 9, 2020

The Museum Handbook

Part I: Museum Collections



National Park Service
Museum Management Program
Washington, DC

In general, the rate of any chemical reaction increases with rise in temperature, so in many instances, judiciously lowering temperature can improve preservation.

3. *What deterioration is caused by fluctuations in temperature?*

Temperature fluctuations can cause materials to expand and contract rapidly, setting up destructive stresses on the object. Fluctuations that occur faster than an object's ability to adjust to the change are most likely to cause damage such as cracking or exfoliating. Soluble salts in archeological and paleontological material may undergo cycles of efflorescence and deliquescence, resulting in surface delamination or other physical damage. Rapid variations can cause more problems than the specific level.

Avoid abrupt and extreme changes in temperature. It is often rapid fluctuations that cause more problems to an object than the specific level. This is particularly true for composite objects. If objects are housed outside such as a gun carriage, repeated freezing and thawing can cause damage. Temperature is also a primary factor in determining relative humidity. When temperature varies, RH may vary as a consequence.

4. *What is the recommended temperature for general collections?*

NPS collections are located in a wide range of climates throughout the U.S. Therefore you should determine the temperature set point based on an evaluation of your collection needs, the type of structure in which the collections are housed, the local climate and seasonal variations.

In exhibit, storage and research spaces, where comfort of people is a factor, the recommended temperature range for most NPS collections lies between 59 – 77°F (15 – 25°C). Keep the temperature as level as possible.

Figure 4.3. Recommended Temperature Set Point for General Collections

In areas where comfort of people is not a concern, temperature can be kept at much lower levels, but above freezing. Studies indicate that reducing the temperature can extend the life of many materials. Certain materials require even lower temperatures, including cold storage. See Section E.5 for information on temperature standards for photographic materials and Appendix T, Section V, Biological Low-Temperature Collections. **Note: The cooler the better.** However, irrespective of where your collections are located, maintain a controlled temperature and avoid abrupt changes in temperature for long term collection preservation.

Over the year you may want to allow the set point to vary or drift with the seasons. Drift means that your set point varies in different seasons; usually higher temperature in the summer and lower in the winter. Allowing drift will often reduce energy costs over the long-term as mechanical systems work less to maintain the appropriate

environment. **These variations should be gradual, taking place over weeks and months.** See F.7 for information on seasonal drift.

Wherever your collections are located, keep the temperature within the permissible range and avoid abrupt fluctuations to promote long term collections preservation.

House sensitive or chemically unstable materials separately within the general storage area or in a separate facility at the appropriate temperature. Chemically unstable materials with inherent vice such as acidic paper, modern electronic and digital records, certain photographic materials, and certain plastics require cold storage to slow the chemical processes responsible for their deterioration. Note that items in cold storage must be properly packaged so that when removed from storage, they can equilibrate to ambient conditions without condensation on the surface of the objects.

5. *What are the temperature standards for photographic materials?*

Museum standards for photographic media recommend or require cold temperatures to preserve film and color media. **The Code of Federal Regulations, Facility Standards for Records Storage (36 CFR 1228.232 (b.) Subpart K, Sept 2005)** that applies to federal archives and museums **requires** cold storage for film and color photographic materials at 35°F or below and 35% RH. The criteria set by the International Standards Organization (ISO) 18911, *Safety Film Storage* **recommends** cold storage at 35F or below at 30 - 40% RH (or cool storage at lower RH) for the extended storage of the above-mentioned materials. Under Directive 1571 - Appendix A the U.S. National Archives and Records Administration lists cold storage as a standard.

See *COG 14/10 Cold Storage for Photograph Collections –An Overview* and *Appendix T: Section V, Biological Low-Temperature Collections* for additional information.

F. Relative Humidity

1. *What is relative humidity (RH)?*

Relative humidity (RH) is a ratio (expressed in percent) between the mass of water vapor in a fixed volume of air (the absolute humidity) and the maximum mass of water vapor that a fixed volume of air could hold (without condensation) at the same temperature. RH varies with changes in temperature and moisture content of the air. The relative humidity goes up as the air approaches saturation (100%) for a particular temperature. The general relationship between temperature and humidity is that for a given volume of air, as the temperature rises, the humidity decreases and *vice versa*.

If temperature is lowered without some means of reducing the moisture content in the air, then the RH will rise. Conversely, if the temperature is raised without some means to add moisture to the air, the RH will decrease. For example, if you have a mold problem it is

5. *What deterioration is caused by incorrect relative humidity?*

Deterioration can occur when RH is too high, too low or fluctuating.

- **Too high:** When relative humidity is high, chemical reactions may increase, just as when temperature is elevated. Many chemical reactions require water; if there is a lot available, then chemical deterioration can proceed more quickly, such as metal corrosion, oxidation of iron sulfides, and hydration of minerals. High RH levels cause swelling and warping of wood and ivory. High RH can make adhesives or sizing softer or sticky. Paper may cockle, or buckle; stretched canvas paintings may become too slack. High humidity also supports biological activity. Mold growth is more likely as RH rises above 65%. Insect activity may increase. RH levels above 20% promote highly destructive oxidation in specimens containing microcrystalline iron sulfides
- **Too low:** very low RH levels cause physical damage including shrinkage, warping, and cracking of wood, ivory, teeth, bone and shell; shrinkage, stiffening, cracking, and flaking of photographic emulsions and leather; desiccation of paper, adhesives, and basketry fibers.
- **Fluctuating:** changes in the surrounding RH can affect the water content of objects, which can result in dimensional changes in hygroscopic materials. They swell or contract, constantly adjusting to the environment until the rate or magnitude of change is too great and deterioration occurs. Deterioration may occur in imperceptible increments, and therefore go unnoticed for a long time (such as cracked paint layers). The damage may also occur suddenly (for example, cracking of wood). Materials particularly at high risk due to fluctuations are laminates, constrained and/or composite materials such as photographs, magnetic media, veneered furniture, paintings, and other similar objects. Greater surface areas also put materials at a higher risk.

Become familiar with objects in your collection and how they may react to RH changes.

6. *What is the recommended RH set point and fluctuation range for general collections?*

NPS collections are made of a wide variety of materials that are located in many different climate zones, and that are housed in a range of structures throughout the U.S. Therefore, you should determine the set point for your collections by evaluating the nature of the materials in the collection, the space in which they are housed, and your local climate. Do this in consultation with your regional curator, a conservator or other expert in museum environments.

The relative humidity set point for most NPS collections lies between 45 – 55 %. Ideally, fluctuations should not exceed $\pm 5\%$ from the set point.

Figure 4.4. Recommended RH Set Point and Fluctuation Range for General Collections.

7. *What is seasonal drift?* Over the year you may want to allow the set point to vary or drift with the seasons. Drift means that your set point varies in different seasons; usually higher RH in the summer and lower RH in the winter. Allowing drift will often reduce energy costs over the long-term as mechanical systems work less to maintain the appropriate environment. These variations should be gradual, taking place over weeks and months and should not exceed the recommended fluctuation limits. They should not be brief and variable. For collections housed in a historic structure, allowing for seasonal drift is likely to contribute to the preservation of the structure itself.
8. *What is the recommended RH range for sensitive materials?* House sensitive materials separately from the general collections, such as in another storage space or cabinet. For sensitive materials, see the Figure 4.5 below.

Material Type	Relative Humidity
Unstable or corroding metal	<15%
Stable metal	<35%
Teeth, bone and shell	30 – 55% (lower than 30% can result in mechanical damage)
Naturally mummified animal remains	15 – 20%
Stable pyrite and pyritic specimens	<45%
Unstable pyritic specimens	<20%
Freeze dried specimens	<40%
Plastics	30 – 45% (See COG 8/4 for additional recommendations)
Most photographic materials	30 – 40% (if housing photographic materials within a general area. See E.5 for photographic storage standards.)

Figure 4.5. Optimum RH Ranges for Sensitive Materials

Materials recovered from archeological sites may need to be housed within special RH ranges. The condition of these objects depends on their equilibration to the conditions in the surrounding soil. Once excavated, these materials have to adjust to a new and different environment. See Appendix I: Curatorial Care of Archeological Objects for more information. For objects on exhibit, see [MH-III, Chapter 7, Section I, Preserving and Protecting Objects in the Exhibit Process](#).

Construction Cost Detail:

This estimate does not include SPWD total inflation, however it is included in the established construction budget for this agreement.

Construction Cost Detail:

1	Wall & Roof Strengthening (1,788 sf@ \$125/sf)	223,500
2	High Density Mobile Shelving	217,000
3	Electrical Upgrade & Lighting	163,000
4	HVAC (1,646 sf@ \$52/sf)	85,592
5	Window Restoration (12 @ \$7,100/ea)	85,200
6	Fire Sprinklers & Alarm (1,646 sf@ \$47/sf)	77,362
7	Ceiling Restoration (1,646 sf@ \$36/sf)	59,256
8	ADA Parking, Ramp & Stair	58,800
9	ADA Restroom	36,000
10	Masonry Repair & Pointing	36,000
11	Roof & Wall Insulation (1,646 sf@ \$16/sf)	26,336
12	Repair & Seal Floor (1,646 sf@ \$15/)	24,690
13	Utilities	24,000
14	Security System (1,646 sf@ \$4/)	6,584
15	Exterior Doors (2 @ \$6,000/ea)	12,000
16	Exterior Paint	10,000
Total		1,145,320
Total		1,145,320



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Building's Date of Construction:

Supplementary Information:

Please indicate if you have submitted the following—

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- ☐ Specs of materials to be used
- ☐ Historic photographs depicting past condition or design
- ☐ Other

Request Submitted by:

Print name

Signature

Agency -

Title -

Email address -

Phone number -

Date of Request:

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Stewart Indian School Complex

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REQUEST APPROVED BY:

SHPO - _____

Print and sign name

Date

Nevada Indian Commission - _____

Print and sign name

Date

*** Nevada Division of State Lands -** _____

Print and sign name

Date

*** (If required)**

Description of Proposed Work:

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- Location on building
- Approximate size of area affected
- Existing conditions
- Materials to be used
- Proposed methods (must follow the [Secretary of the Interior's Standards](#))

(Use as many pages as needed)

Project Name	Building Number	Date Recieved by SHPO	Estimated Due Date for SHPO comments	SHPO comments sent to NIC	State Lands Consultation (Y/N)	State Lands Comments Received	Project approved by NIC	Current Status  or 
Mortar Repair	6	10/13/2016	11/13/2016	10/24/2016	N	n/a		
Building #4 Remodel	4	12/9/2016	12/23/2016	12/13/2016	Y; certification request recieved, 12/12/16	12/17/2016	12/14/2016	
Extend Window Opening	18	12/13/2016	12/27/2016	12/15/2016	N	n/a	12/15/2016	
Concrete Replacement	Between #3 and #4	12/22/2016	1/27/2017	1/23/2017	Y; certification request recieved, 1/13/17	1/23/2017	1/23/2017	
Concrete Slab, Ramp and Steps	84	4/28/2017	5/11/2017	5/5/2017	Y; certification request recieved, 4/28/17	5/5/2017	5/5/2017	
Boiler Room / Bathroom Rehab	92	5/3/2017	5/16/2017	5/5/2017	N	n/a	5/5/2017	
Parking Areas Concrete	Behind Building #3	5/10/2017	5/24/2017	5/19/2017	Y	5/19/2017	5/19/2017	
Bathroom Rehabilitation	44	6/29/2017	7/19/2017	6/30/2017	N	n/a	6/30/2017	
Repaint, Repair Wood and Concrete	27, 28, 29, 30, and 31	8/2/2017	8/21/2017	8/7/2017	N	n/a	8/8/2017	
Removal of White Board and Installation of Smart TV	107	8/2/2017	8/21/2017	8/7/2017	N	n/a	8/8/2017	
Tub Insert Replacement	13	8/31/2017	9/21/2017	9/5/2017	N	n/a	9/13/2017	
Clothes Line Removal Proposal	3	9/26/2017	10/13/2017	10/3/2017	Y	10/13/2017	10/6/2017	
Building #2 Proposal	2	8/10/2017		4/5/2018	N	n/a	4/5/2018	
Gym Repainting	160	10/18/2017	11/6/2017	10/20/2017	N	n/a	10/26/2017	
Gym Clean-up	20	11/2/2017	11/22/2017	11/15/2017	N	n/a	11/16/2017	
Door Installation	17	11/7/2017	11/29/2017	11/14/2017	N	n/a	11/15/2017	



Renovation of Collections Storage Building 19 (Stewart Facility) Project 19-C16

Project Schedule

June 1, 2022

H+K ARCHITECTS

