



Smithsonian Institution Archives

Restoration and Renovation Records, 1984-2006

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Collection Overview

Repository:	Smithsonian Institution Archives, Washington, D.C., <i>osiaref@si.edu</i>
Creator:	National Portrait Gallery, Dept. of Design and Production
Title:	Restoration and Renovation Records
Dates:	1984-2006
Quantity:	14 cu. ft. (14 record storage boxes)

Administrative Information

Preferred Citation

Smithsonian Institution Archives, Accession 07-061, National Portrait Gallery, Dept. of Design and Production, Restoration and Renovation Records

Descriptive Entry

This accession consists of two series and documents the Department of Design and Production's role in restoration and renovation projects at the National Portrait Gallery (NPG). Series 1 consists of records documenting miscellaneous projects involving conservation lab ventilation, lighting, the courtyard fountain, exterior stone and window restoration, and roof replacement. Series 2 consists of records documenting the Patent Office Building (POB) renovation and enhancement. This series contains extensive documentation of the development and planning work that went into the renovation and enhancement of the POB. Such aspects of this process include materials related to the movement of personnel and labs into the Victor Building, accessibility issues, work on museum shops, historic preservation, landscape planning, lighting, open storage cases, off-site storage facilities, exterior window and stone restoration, and the courtyard roof. Key people involved in this process include Stephen di Girolamo, POB Project Director, and Nello Marconi, Chief of Design and Production. Materials include correspondence, memoranda, notes, reports, meeting minutes, chronologic files, architectural drawings, floor plans, schematics, maps, drawings, color photographs, and black-and-white photographs.

Names and Subject Terms

This collection is indexed in the online catalog of the Smithsonian Institution under the following terms:

Subjects:

Architecture and the physically handicapped
Art museums.
Buildings -- Repair and reconstruction
Historic buildings -- Conservation and restoration

Museum buildings
Museum buildings -- Barrier-free design
Portraits, American

Types of Materials:

Architectural drawings
Black-and-white photographs
Color photographs
Drawings
Floor plans
Manuscripts
Maps

Names:

Marconi, Nello.
National Portrait Gallery (Smithsonian Institution)
Patent Office Building (Washington, D.C.).
Victor Building (Washington, D.C.)
di Girolamo, Stephen

Container Listing

Series 1: Miscellaneous Projects

Box 1

Inst Office of Design and Construction (ODC) General - 1987-1991

ODC Asbestos Assessment - 1991-1992

ODC Bronze Restoration - 1989-1991

ODC Conservation Lab Ventilation - 1989

ODC Education Suite Modification - 1992-1993

ODC Emergency Power System - 1989-1991

Inst ODC Fire Protection - 1989-1991

ODC Fire Protection Phase IV-V, and miscellaneous - 1988-1992

Special Project ODC Related Matter - 1991-1995

Inst ODC South Portico Lighting - 1989-1991

Inst ODC Perimeter Courtyard/Fence - 1990-1992

ODC Water Pipe Replacement and Exhaust System Modification - 1989-1992

Inst Flooring Great Hall Renovation - 1985, 1996

Miscellaneous Floor Plans - 1990-1992

ODC Projects Status List and Review Procedure - 1991, 1995

ODC Project No. TBA American Art/Portrait Gallery (AAPG) Master Plan - 1995

Removal of Built-up Paint in 121 ODC# TBA - 1988, 1990-1991, 1994

Film Theatre Renovation (ODC # TBA as R&R) - 1992-1993

ODC Project # 83403 Repair Great Hall Tile Floor, NPG - 1989-1993

ODC Project # 8634140 AAPG Window Restoration - 1989-1990, 1999

ODC Project # 903404 AAPG Replacement of Transformer Super Station - 1990

ODC Project # 903418 AAPG Fire Alarm and Doors - 1992-1995

ODC Project # 910005 SI-Wide Accessibility Project - 1993-1995

ODC Project # 923401 AAPG Courtyard Fountains - 1991-1992

ODC Project # 913419 Exterior Building Lighting - 1989-1997 (3 folders)

ODC Project # 923419 NPG Museum Shop Expansion - 1992

ODC Project # 933410 SW Exit Modifications - 1994-1996

ODC Project # 940002 Lightning and Surge Protection of Various Buildings - 1989-1995

Box 2

ODC Project No. 923420 POB Exterior Stone Repair Study - 1993-1998

ODC Project No. 937102 SI-Wide Architecture Metals Restoration and Maintenance Program - 1993

ODC Project No. 933401 Fire Alarm and Public Address System - 1994-1997 (3 folders)

Office of Physical Plant (OPP) Project No. 943402a Exterior Stone and Window Restoration - 1998-2001

OPP Project No. 943402a Exterior Stone and Window Restoration - Vol. 1, July 6, 1998

OPP Project No. 943402a Exterior Stone and Window Restoration - Vol. I, February 22, 1999

OPP Project No. 943402a Exterior Stone and Window Restoration - Vol. II, February 22, 1999

OPP Project No. 943402a Exterior Stone and Window Restoration - Specs 35%, February 22, 1999

ODC Project No. 933412 Accessible Entrance - 1996-1998 (2 folders)

ODC Project No. 943405 NPG Museum Shop Renovation - 1994

ODC Project No. 943416 Dark Room Modifications AAPG - 1996

OPP Project No. 953402 Roof Replacement Project Specs, 3/10/1997

OPP Project No. 953402 Roof Replacement Project 90% Specs, 2/3/1997

OPP Project No. 953402 Roof Replacement Project Progress Meeting Minutes - 1998

OPP Project No. 953402 Roof Replacement Project Skylight Report, 12/17/1996

OPP Project No. 953402 Roof Replacement, Gutter... - 1996-1999 (2 folders)

Box 3

ODC Project No. 953413 Emergency Repair Apse Windows - 1995-1998

OPP Project No. 953414 AAPG Emergency Light and Circuit Breaker
Replace - 1998-1999

ODC Project No. 963401 Abating ACM in Fan Coil Units at POB - 1996

OPP Project No. 963413 Replace Stone Lintel Cladding NPG - 1996-1998

OPP Project No. 963414 AAPG Sidewalk Repairs - 1996-1998 (3 folders)

OPP Project No. 963416 Basement Storage Improvements AAPG -
1995-1998 (3 folders)

OPP Project No. 983413 ADA Enhancements - 1999

Stairway Lighting Replacement - 1989-1990

Staff Stairway Painting - 1989

Restoration of F and 8th Streets (3 folders)

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Series 2: Patent Office Building (POB) Renovation and Enhancement

Box 4

Patent Building Renovation POB Plan - 1984-1994 (4 folders)

Information - Specification/Construction

Contracts for Exceptional Services

8-A Contracts (Samples)

OPP Project no. 943402C AAPG Temp. Art Storage at Museum Support
Center (MSC) - 2000-2001 (3 folders)

OPP Project no. 943402 PPR & 990013 Victor Outstanding Issues List -
1999-2001

OPP Project no. 990013 Victor Building Project Personnel

OPP Project no. 943402 Other Resources (e.g. news articles) - 2000, 2003

Presentation Outline for POB for S. Burke (as prepared by NPG, Department
of Design and Production (D&P), 12/07/2000)

OPP Project no. 990013 Victor Building Program Study - August 16, 1999 (3
folders)

Box 5

OPP Project no. 990013 Victor Building - 1999-2002 (3 folders)

OPP Project no. 990013 Victor Program Study (Aug 23 1999)

OPP Project no. 990013 Victor Building Conservation/Photo Labs - August 9,
1999

OPP Project no. 990013 Victor Building D&P Budget (FY 2000)

OPP Project no. 990013 Victor Building Library - August 1999

OPP Project no. 990013 Victor Building Fundraising/Naming Spaces -
August 1999

OPP Project no. 990013 Victor Building Equipment Survey for Greenwell
Goetz - February 2000

OPP Project no. 990013 Victor Building Draft Program Study - 1999

OPP Project no. 990006 Temporary Art Storage Facility - April 1999 (2
folders)

OPP POB Project Management Monthly Reports - December 1996-
November 1999 (4 folders)

Hartman-Cox Progress Meeting Minutes (Monthly Meeting with OPP) -
August 1996-November 1999

Hartman-Cox Progress Meeting Agendas (Monthly Meeting with OPP) -
January 1997-November 1999 (2 folders)

OPP Project no. 943402 Physical Plant Renewal (PPR) POB Demo Meeting
Minutes from COTR - May 2001

OPP Project no. 943402 F.N.S.I. and Final Environmental Assessment -
February 2003

OPP Project no. 943402 Progress Meeting Minutes - 2003

OPP Project no. 943402 Monthly Issues Report - October 2001-July 2002

OPP Project no. 943402 PPR Accessible Entrance - 1999

OPP Project no. 943402 PPR D&P Budget (FY 2000)

OPP Project no. 943402 PPR Repair and Renovation and A&M OPP Reports
- March 1998

OPP Project no. 943402 PPR Core Issues (Lobby, rest) - September 1999

OPP Project no. 943402 PPR Design; Security System - March-October
1999

Box 6

OPP Project no. 943402 PPR Mission Statements (Drafts) - July 1998

OPP Project no. 943402 PPR Museum Shop (s) - July-August 1999

OPP Project no. 943402 PPR Moving (Collections) - June 2000

OPP Project no. 943402 PPR Moving (Staff, Equipment, & Furnishings) -
June 2000

OPP Project no. 943402 PPR Fund Raising/Naming Spaces - August-
October 1999

OPP Project no. 943402 PPR Historic Preservation - August 1999

OPP Project no. 943402 PPR Landscaping Plan - September 1999

OPP Project no. 943402 PPR Lighting System - November 1998-October
1999 (3 folders)

OPP Project no. 943402 PPR New Stairs - North Wing - September 1999,
August 2003, October 2003

OPP Project no. 943402 PPR Open Storage Cases - September 1999,
February 2001

OPP Project no. 943402 PPR Off-Site Exhibition Space - Arts & Industries -
February 1999

OPP Project no. 943402 PPR Program Space Requirements - June 1997-
August 1998

OPP Project no. 943402 PPR Phase I: Schematic Design - February-April
1999

OPP Project no. 943402 PPR Reconfiguration - January 1999-November
2001

OPP Project no. 943402 PPR Signage - April, August 2000

OPP Project no. 943402 PPR Hartman-Cox Meeting Minutes - November
1999-January 2000

OPP Project no. 943402 PPR Mezzanine Cafe - Bookshop

OPP Project no. 943402 PPR Off-Site Storage and Conservation Facility -
June 1996-March 1999

OPP Project no. 943402 PPR Design: Network (Communications) - July
1998-October 1999

OPP Project no. 943402 PPR Restaurant - July-November 1999

OPP Project no. 943402 PPR Scope of Work - August-December 1997, July
1999, November 1999

OPP Project no. 943402 PPR Project Personnel

OPP Project no. 943402 PPR Special Exhibition Space Planning -
September-November 1998, August-September, December 2002

OPP Project no. 943402 PPR 35% Schematic Submissions - April-August
1999

OPP Project no. 943402 PPR Historic Structures Report Comments - March-
April 1999

OPP Project no. 943402 PPR 35% Schematic Comments - May-November
1999 (3 folders)

OPP Project no. 943402 PPR Value Engineering - March-April 2002

OPP Project no. 943402 PPR Comments on 70% Review - March 2000

OPP Project no. 943402 A Exterior Window & Stone 70% Submission
Specifications - 11/16/1999

Box 7

OPP Project no. 943402 A Exterior Window & Stone 70% Submission Vol. I -
11/16/1999

OPP Project no. 943402 A Exterior Window & Stone 70% Submission Vol. II -
11/16/1999

OPP Project no. 943402 A Exterior Window & Stone 70% Submission Vol. III-
11/16/1999

OPP Project no. 943402 A Exterior Window & Stone 70% Submission Vol. IV
- 11/16/1999

OPP Project no. 943402 A Exterior Window & Stone 95% Submission -
Specifications/Project Manual - 3/28/2000

OPP Project no. 943402 A Exterior Window & Stone 95% Submission -Vol. I
- 3/28/2000

OPP Project no. 943402 A Exterior Window & Stone 95% Submission Vol. II -
11/16/1999

OPP Project no. 943402 A Exterior Window & Stone 95% Submission Vol. III
- 11/16/1999

OPP Project no. 943402 A Exterior Window & Stone 95% Submission Vol. IV
- 11/16/1999

OPP Project no. 943402 B Gross Demolition Project Manual 2/29/2000

OPP Project no. 943402 B Gross Demolition & Hazardous Material
Abatement 95% Submission - Specifications - 1/4/2000

OPP Project no. 943402 PPR Study 75% Submission with comments from
March-July 1997

Box 8

OPP Project no. 943402 PPR Study 95% Submission w/comments from July-
September 1997

OPP Project no. 943402 PPR Study 95% Submission - Appendix B Room by
Room Survey - Vol. I - July 2, 1997

OPP Project no. 943402 PPR Study 95% Submission - Appendix B Room by
Room Survey - Vol. II - July 2, 1997

OPP Project no. 943402 PPR Study 95% Submission - Appendix C-N,
except K - July 2, 1997

OPP Project no. 943402 PPR Study 100% Draft Submission - Report and
Appendix A - September 5, 1997

OPP Project no. 943402 PPR Study 100% Draft Submission - Appendix B
Room by Room Survey - Vol. I - September 5, 1997

OPP Project no. 943402 PPR Study 100% Draft Submission - Appendix B
Room by Room Survey - Vol. II - September 5, 1997

OPP Project no. 943402 PPR Study 100% Draft Submission - Appendices C-
P, except K - September 5, 1997

OPP Project no. 943402 PPR 35% Courtyard Comments - 2001-2006

OPP Project no. 943402 PPR Study 50% Submission - December 9, 1996

OPP Project no. 943402 PPR Study 35% Submission - September 9, 1996

Asbestos Survey Vol. 1, 2, and 3 - February 4, 1990

OPP Project no. 943402 PPR 35% Schematic Design Report and Appendix -
May 4, 1999

OPP Project no. 943402 A Exterior Window and Stone 6/6/1998, Vol. II
Appendix C-J - July 6, 1998

OPP Project no. 943402 PPR 35% Schematic Design Addendum - May 4,
1999

Box 9

OPP Project no. 943402 PPR 70% Submission Specifications - Vol. I -
January 4, 2000

OPP Project no. 943402 PPR 70% Submission Specifications - Vol. II -
January 4, 2000

OPP Project no. 943402 PPR 70% Submission Specifications - Vol. III -
January 4, 2000

OPP Project no. 943402 PPR Study Volume I: Report, Appendix A, and
Appendix B, September 29, 1997 (4 folders)

OPP Project no. 943402 PPR Study Volume II: Appendix C - Appendix P,
September 29, 1997 (3 folders)

OPP Project no. 923420 POB Exterior Stone Repair Study, March 20, 1997
(3 folders)

Box 10

OPP Project no. 953402 Roof Replacement Progress Memos

OPP Project no. 953402 Roof Replacement Meeting Minutes (2 folders)

OPP Project no. 953402 Roof Replacement Project Schedules

OPP Project no. 953402 Roof Replacement Newsletters

OPP Project no. 953402 Roof Replacement Design & Preconstruction

OPP Project no. 953402 Roof Replacement Comments on Submittals (2
folders)

OPP Project no. 953402 Roof Replacement Correspondence from & to NPG
and NMAA

OPP Project no. 953402 Roof Replacement 90% Specifications

OPP Project no. 953402 Roof Replacement West Wing Skylight Change
Order (Mod8)

OPP Project no. 953402 Roof Replacement Central Great Hall Laylight
Restoration

OPP Project no. 990013 Victor Building, 1999-2001 (5 folders)

OPP Project no. 943402 Physical Plant Renewal, 1995-1997 (Folders 1-2 of
4)

Box 11

OPP Project no. 943402 Physical Plant Renewal, 1995-1997 (Folders 3-4 of
4)

OPP Project no. 943402 PPR Chronological File , 1997-2003 (Folders 1-13
of 24)

Box 12

OPP Project no. 943402 PPR Chronological File , 1997-2003 (Folders 14-24
of 24)

OPP Project no. 0103119 MSC Chronological File, 2000-2002 (2 folders)

OPP Project no. 0167003 Smithsonian Institution Support Center (SISC)
Chronological File, 2000-2002 (2 folders)

Box 13

Victor Building Chronological File, 1999-2001 (4 folders)

Other Chronological File, 2000-2001

Security - Victor Building, 2001

Victor Building, 2001

Facilities Management/Courtyard - East Courtyard elm tree, 2000

Special Costs - Victor Building, 2001

OPP Project no. 943402C - AAPG Temporary Storage Facilities at MSC,
2000-2001

POB Correspondence, 2001-2006 (3 folders)

OPP-POB Renovation, 1997-2001 (Folders 1-6 of 10)

Box 14

OPP - POB Renovation, 1997-2001 (Folders 7-10 of 10)

OPP - AAPG Temporary Art Storage Facility, 2000

OPP - Victor Building, 1999-2001 (3 folders)

Submittals, 2004-2005 (6 folders)

Box 15

Patent Office Building - Physical Plant Renewal Study - OPP Project No.
943402 Appendix K Drawings - 50% Submission - December 9, 1996

Patent Office Building - Physical Plant Renewal Study - OPP Project No.
943402 Appendix K Drawings - 75% Submission - December 9, 1996 (with
written comments)

Patent Office Building - Physical Plant Renewal Study - OPP Project No.
943402 Appendix K Drawings - 95% Submission - July 2, 1997

Patent Office Building - Historic Structures Report - OPP Project No. 943402
First Draft - January 6, 1999

Great Hall Tile Project - Maw & Co. Ltd. - December 18, 2003

Box 16

Patent Office Building - Historic Structures Report - OPP Project No. 943402
Volume I - Final Draft - April 6, 1999

Patent Office Building - Historic Structures Report - OPP Project No. 943402
Volume II - Final Draft - April 6, 1999

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