



CITY OF BEVERLY HILLS STAFF REPORT

Meeting Date: November 17, 2009

To: Honorable Mayor & City Council

From: Brad Meyerowitz, Recreation Services Manager *BML*

Subject: Restoration of the Minstrel/Musician Gallery in Greystone Mansion to be Funded by Friends of Greystone

Attachments:

1. Letter of Proposal from Friends of Greystone
2. Scope of Work from Williams Art Conservation Inc.
3. Photographs

INTRODUCTION

Attached is a Letter of Proposal from the Friends of Greystone (FOG) for the restoration of the Minstrel/Musician Gallery located on the balcony of the living room of Greystone Mansion. The restoration work would include the removal of a partial façade installed in 1969 by the American Film Institute (AFI). As part of its on-going efforts to re-introduce historic elements to the Estate, FOG has researched and selected a Conservationist to restore the Gallery.

DISCUSSION

The Gallery was modified by AFI when they transformed the living room into a theatre; the Gallery was turned into a projection room. The recommendation by FOG is to restore the Gallery to its original state. After receiving bids from art conservationists, FOG has selected Donna Williams of Williams Art Conservation Inc. to restore the Gallery in the first of three projected phases. Ms. Williams' Scope of Work is attached and includes details on the restoration, preliminary examination, and documentation of the proposed work. Project Administration has reviewed and approved the Scope of Work; they will assist in overseeing the on-site work. It should be noted that Ms. Williams did the reassembling and restoration of the living room's marble fireplace in 2003 and the restoration of the dining room fireplace in 2006. The vendor has extensive experience in historical restoration projects. In addition to the removal of the façade, Ms. Williams' will also be restoring and reattaching four original wooden hanging finials that AFI removed during the transformation. The restoration work is anticipated to begin in the next couple of months. Staff will be working with Ms. Williams in scheduling the restoration as to not interfere with previously scheduled events in the living room and mansion.

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FISCAL IMPACT

The City will not be incurring any expenses; Friends of Greystone will be funding this first phase of restoration work, which is estimated to be between \$23,280 and \$25,680. FOG will have a contract with Williams Art Conservation Inc. All vendors doing work on site for this project will be required to carry the standard City insurance requirements.

RECOMMENDATION

The Recreation and Parks Commission unanimously endorsed FOG's proposal for the restoration of the Minstrel/Musician Gallery. Staff will proceed to work with Williams Art Conservation Inc. on scheduling the restoration project.

Steve Miller
Approved By

FRIENDS OF GREYSTONE RESTORATION PROJECT PROPOSAL

PROJECT SPONSOR:

Friends of Greystone

PROPOSED TITLE OF PROJECT:

Restoration of the Minstrel/Musician Gallery Balcony in the living room at Greystone Mansion

OVERVIEW

The Friends of Greystone Restoration Committee is proposing a new restoration project. The focal point of the project is Phase I of the restoration of the Minstrel/Musician Gallery located on the balcony of the Living room.

Phase I consists of the removal of non-historic material and is limited to the partially enclosed façade of the minstrel gallery in the Living room facing south.

The non-historic structure wall material and rough wood framing was added by AFI (American Film Institute) in 1969, when AFI constructed a projection room in the gallery and turned the living room into a theater (Exhibit A).

During this period, AFI removed numerous historic wooden hanging finials (Exhibit B). Only four original full finials remain. These finials need to be restored and reattached in this project. Two smaller upright finials attached to a horizontal wood frame also removed have since vanished and need to be reproduced. The removal of the wall and reattachment of the finials will restore the gallery back to its original state (Exhibit C).

After review of proposals, the FOG Restoration Committee, approved by the FOG Board, has chosen the proposal bid submitted by the Williams Arts conservation Inc. (Exhibit D).

Described in detail in the bid proposal is the scope of work, preliminary examination and documentation.

FOG evaluated the Williams Art Conservation team upon experience in historical restoration projects and references. The same team reassembled and restored the living room marble fireplace.

CONCLUSION

In contributing to the restoration and preservation of this historical site, we are renewing the past and embracing the future. We hope once again, musicians will perform in the gallery to the audience below.

Respectfully yours,
Katherine Timme
FOG Restoration Chair
Historian/Archivist

Friends of Greystone Restoration Committee:
Arline Pepp, Bill McWhorter, Susan Rosen, Marty Geimer, David Walker

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PROJECT: MINSTREL GALLERY
Preliminary condition assessment of modifications Minstrel Gallery balcony
Scope of Work: Before and after treatment documentation, removal of non-historic materials and reinstallation of historic components
Cost estimate for treatment

DATE: April 17, 2007

REVISED: July 14, 2009

Our work conforms to standards established by the American Institute for Conservation of Historic and Artistic Works as well as the United States Department of the Interior's Standards for the Treatment of Historic Properties.

This report summarizes observations made during a preliminary examination of the Minstrel Gallery in February 2007 and July 13, 2009.

DESCRIPTION

The Minstrel Gallery is located in the Living Room of Greystone Mansion. The gallery was modified to accommodate projection equipment resulting in partial enclosure of the balcony and removal of original decorative elements.

PRELIMINARY EXAMINATION

Technical description:

The Minstrel Gallery is composed of hand carved wood timbers enclosing the gallery. The woodwork is a continuation of round head arches and columns at the first floor level. Cast stone frames entrances at either side of the gallery. The ceiling is composed of cast plaster panels. The panels are decorated with low relief floral patterns. The interior walls of the gallery are plaster.

Surface and structural condition:

At initial examination, the enclosure materials appear to be installed with minimal impact to the surrounding historic materials. Decorative components have been removed and are located in various storage areas in the mansion.

The wood surfaces are finished with a white wash of unknown pigment and binder materials. The finish exhibits a variegated coloration of applied finish and uncoated wood surfaces. The general appearance exhibits a low gloss to matte finish.

In general, the exposed surfaces appear to be in good condition. The detached and stored fragments are in good condition. It is probable there are missing components. The exact number and type of element requiring reproduction will not be known until all of the non-historic materials have been removed and the elements collected and located in their original location.

SCOPE OF WORK

The Conservator (Donna Williams) will work with the Contractor (Richard Roe, Cirrus Construction) to document and perform all aspects of the work.

Area of work:

The area of work is localized to the Minstrel Gallery. Removal of non-historic material is limited to the partially enclosed façade of the gallery.

DOCUMENTATION

The conservator will prepare a written condition report documenting the before treatment condition of historic materials/surfaces in contact with non-historic materials to be removed.

1. Document historic materials/surfaces in high-resolution digital format before treatment.

Conservator:	8 hours	\$960.00
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PRE-CONSTRUCTION MEETING

The Conservator and Contractor will meet with the Owner/Owner Representative to review the proposed scope of work and develop a work plan.

1. On site meeting to review scope of work and develop a work plan to implement scope of work. The meeting will verify specific areas of work.
2. Identify where and how removal materials are to be transported through the building.
3. Specifications and identification of floor and surface protection materials.
4. Identify location of trash container.
5. Identify any scheduling limitations regarding hauling of removals.

SITE PROTECTION, DEMOLITION OF WALL MODIFICATIONS ROUGH WOOD FRAMING AND PLASTER PREPARATION

1. The Conservator will work with the Contractor to develop a schedule of work that will identify key points during the removal process.
2. The Conservator will be on site periodically throughout the site protection and demolition of wall modifications.
3. The conservator will perform ongoing documentation of the historic materials/surfaces as the removals are performed and surfaces exposed.
4. During the course of work the Contractor will stop work and notify the Conservator if a situation arises which may result in damage to the surrounding historic material during the course of removals.
5. The Conservator will notify the Owner/Owner Representative to discuss treatment options to minimize damage.

Conservator:	20 hours	\$2,400.00
Contractor:		\$7,500.00
Trash hauling and equipment rental:		\$1,500.00

WOODWORK/TRUSS RECONSTRUCTION AND RESTORATION

1. The Conservator will work with the Contractor to identify original locations of detached elements.
2. The Owner/Owner Representative will be consulted prior to the installation of detached elements to approve identified locations. At this time missing components will be identified.
3. The Owner/Owner Representative will be consulted to discuss recommendations for reproduction options (carved wood or cast plaster) and cost estimates can be provided during this phase of work.
4. The Conservator will provide appropriate treatment methods and materials for the reattachment of detached components.
5. Where necessary, the Conservator will fill losses along joins and inpaint fills to match the surrounding surface color and gloss.

Conservator:	10 – 30 hours	\$1,200.00 - \$3,600.00
Contractor:		\$5,800.00

PHASE VI DOCUMENTATION

The Conservator will prepare a written treatment report documenting all treatment methods and materials. After treatment documentation in high-resolution digital format will be performed. Written maintenance recommendations for routine maintenance methods and materials will be provided.

Conservator:	8 hours	\$960.00
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TOTAL ESTIMATED FEE \$23,280.00 - \$25,680.00

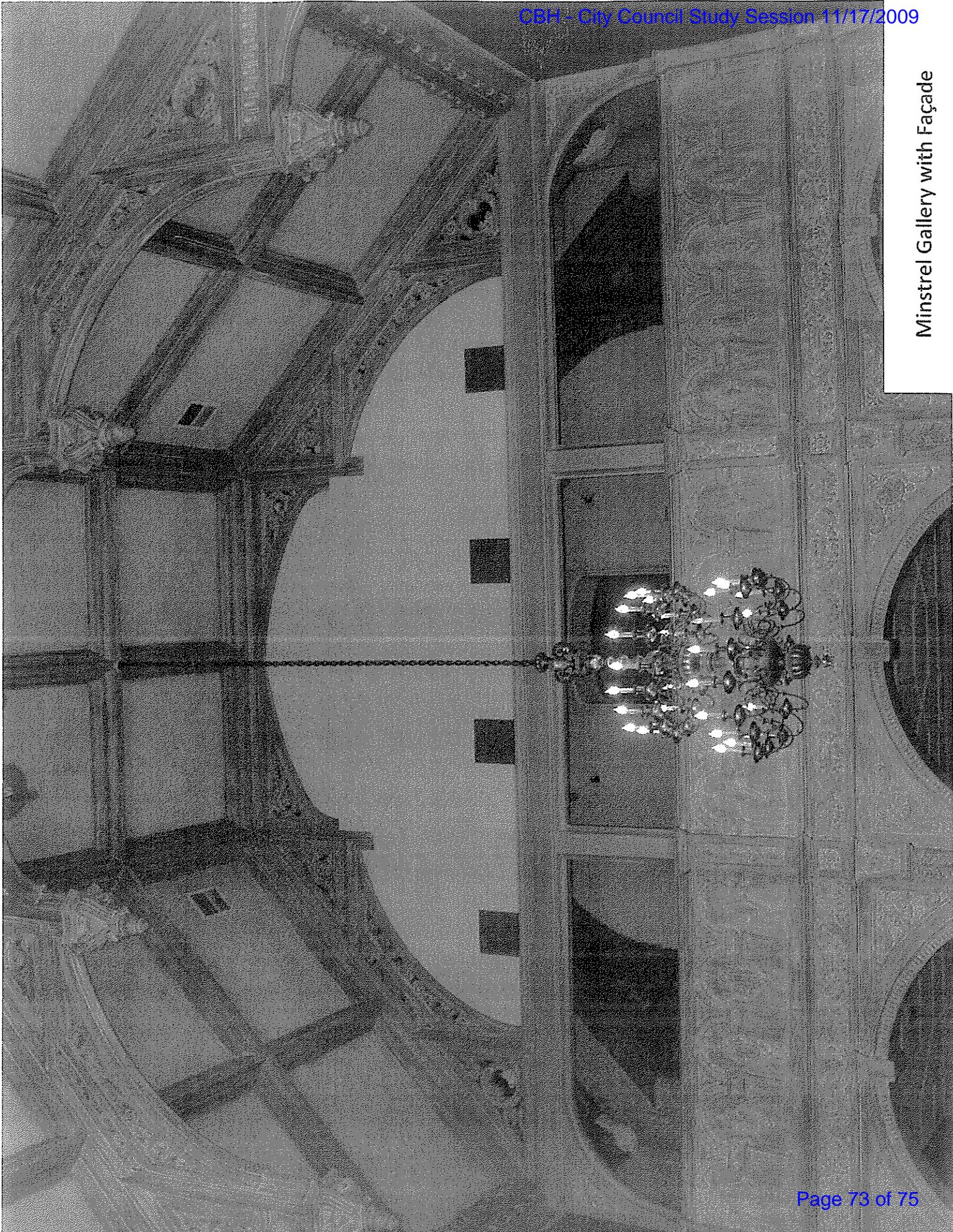
Conservator:	\$5,520.00 - \$7,920.00
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Contractor:	\$14,800.00
Overhead @ 12%	\$1,776.00
Profit @ 8%	\$1,184.00
<i>Total Job</i>	<i>\$17,760.00</i>

SUBMITTED BY: (electronic submittal)

DATE: July 14, 2009





Minstrel Gallery with Façade



Minstrel Gallery pre - AFI