



National Conference of State Historic Preservation Officers

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REQUEST FOR PROPOSALS

Development of National Register Urban Renewal Multiple Property Documentation Form January 2023

The National Conference of State Historic Preservation Officers (NCSHPO) and National Park Service (NPS) seeks the services of a consultant to prepare a National Register of Historic Places (National Register) Multiple Property Documentation Form (MPDF) for places significant for or impacted by urban renewal actions during the period 1940–1975, nationwide, to support the identification, evaluation, and nomination of properties to the National Register.

Interested consultants should submit a proposal and cost estimate in response to this RFP to NCSHPO no later than 5:00 p.m. EST on February 28, 2023. Electronic copies of proposals may be directed to Ms. Sharon Smith, NCSHPO Business Manager, at smith@ncshpo.org.

Project Background

“Urban renewal” was among the most significant policies adopted by a wide range of cities during the second half of the twentieth century. Since the mid-1940s, urban renewal programs in various forms have changed the face of many downtown areas, both large and small, across the country. The story of the origins of these programs at the national level and the resulting actions at the state and local level can reveal much about the history of urban planning, modern architecture, and social attitudes during the second half of the twentieth century.

While in the past, many in the then-emerging preservation field fought against the implementation of urban renewal policies that led to the destruction of swaths of historic properties in urban areas, the field is now facing the daunting task of assessing the results of those programs. At least 23 urban renewal projects have been listed in the National Register to date. These nominations provide a general overview of the urban renewal programs and successfully apply it to state and local places. The listed properties showcase the best of the renewal efforts: innovations in architecture, housing, and commercial development that have proved successful over time. However, urban renewal likewise resulted in vast parking lots, vacant lots, minimal or questionable development, and damaged landscapes and lives. Further, these 23 listings are from only 16 states; notably absent are nominations for places in large eastern and southwestern states—such as Massachusetts and Texas—where urban renewal dramatically altered both cityscapes and lifeways.

As the preservation field begins to tackle the issues of mid-twentieth century urban development, modern architecture, and urban planning, a comprehensive overview of the period’s urban renewal

programs and an understanding of the associated property types is needed to provide context and registration requirements as guidance for proponents wishing to prepare National Register nominations for places significant for or impacted by urban renewal actions.

One vehicle for providing guidance is a Multiple Property Documentation Form (MPDF). A MPDF is a cover document and not a nomination in its own right but serves as a basis for evaluating the National Register eligibility of related properties. It may be used to nominate and register thematically-related historic properties simultaneously or to establish the registration requirements for properties that may be nominated in the future.

Scope of Work

NPS seeks a Consultant to prepare a nationwide Multiple Property Documentation Form (MPDF) to support the identification, evaluation, and nomination of properties to the National Register for places significant for or impacted by urban renewal actions during the period 1940–1975.

All work shall follow the guidelines as described in the *National Register Bulletin 16B: How to Complete the National Register Multiple Property Documentation Form*, available at <https://www.nps.gov/subjects/nationalregister/upload/NRB16B-Complete.pdf>

- A. Document Contents
 - 1. Historic context(s)
 - 2. Associated property types
 - 3. Geographical data
 - 4. Summary of identification and evaluation methods
 - 5. Major bibliographical references
- B. Project Schedule and Deliverables
 - 1. Schedule: 24 months
 - a. Phase I, 12 months: context and nomination research and writing
 - b. Phase II, 12 months: Revisions based on NPS and NCSHPO feedback
 - 2. Consultant shall meet monthly with NPS staff to review and discuss project progress. Meetings will be held virtually (teleconference or videoconference).
 - 3. Deliverables
 - a. Nationwide historical context on urban renewal

Required Consultant Qualifications

The consultant should be a cultural resources management (CRM) firm, organization, or team with demonstrated experience in successfully providing logistical support for government-to-government consultation and stakeholders meetings; managing comments, including reviewing, analyzing, evaluating, and topically grouping comments; and producing an authoritative cultural resources document for wide distribution.

The Principal Investigator, at minimum, shall meet the following qualification requirements:

- a) Meet the qualifications for a GS-0170-13 Historian as established by the Federal government's Office of Personnel and Management and approved by the NPS.

- b) Have demonstrated knowledge of the National Register nomination process.

The individual designated as the Principal Investigator may not change during the project without prior written approval of NCSHPO and NPS.

Proposal Submissions

Proposals should provide sufficient information to assist NCSHPO and the NPS in determining the most qualified consultant for the project. Consultants interested in bidding should submit a written proposal that includes the following elements:

1. Name of the individual(s) that will be working on the project and their proposed area(s) of responsibility. If proposing as a firm or project team, describe the team's structure and how it is organized to provide the services requested by this RFP.
2. Description of the relevant education, experience, and qualifications of the project manager and any staff.
3. Information on projects of a similar nature and of significant work completed by the consultant in the past five (5) years. Include specific dates and types of services provided, and highlight success in meeting work schedules, project budgets, and product deadlines.
4. A list of references (at least three, but not more than five) that may be contacted.
5. A short narrative that responds to the scope of work as described in this RFP, which demonstrates the consultant's proposed approach to the project and capability to accomplish the desired goals.
6. A proposed budget that includes hourly labor rates of project personnel, the number of hours required to complete each task or product, and any necessary and appropriate project travel costs.
7. A proposed project schedule that considers all expressed meeting dates.

All proposals must be received **no later than** 5:00 p.m. EST on _____, 2023. Proposals may be submitted via email in electronic format (MS Word or PDF format) to Ms. Sharon Smith, NCSHPO Business Manager, at smith@ncshpo.org. NCSHPO will confirm receipt of submissions. However, if there are any issues (e.g., with attachments working correctly), the consultant is responsible for resolving these issues with an alternative submission method acceptable to NCSHPO and the NPS.

Please Note: It is expected that the consultant will complete this project with a budget no greater than \$89,875. Project budgets should stay within this budget.

Selection Criteria

Submittals will be evaluated and ranked based on the following factors, presented in no particular order:

- Qualifications of key personnel.
- Responsiveness of the proposal to the project's purpose and scope of work.
- Knowledge of National Park Service publications.
- Experience successfully completing contracts of this type.
- Past performance and references.
- Schedule and cost.

Terms and Conditions

- A. NCSHPO reserves the right to reject any and all proposals, and to waive minor irregularities in any proposal.
- B. NCSHPO reserves the right to request clarification of information submitted, and to request additional information from any consultant.
- C. NCSHPO and NPS shall not be responsible for any costs incurred by consultants in preparing, submitting or presenting its response to this RFP.
- D. Any and all rights to work produced through this project will be vested in the Department of the Interior, National Park Service, including any copyrights.
- E. The selected consultant must also comply with all applicable provisions of OMB Circular A-110 A-110 REVISED 11/19/93 As Further Amended 09/30/99.

Questions

Respondents are invited to submit written questions requesting clarifications or explanations of the information contained in this RFP. Please direct all proposal or contract-related questions to Sharon Smith, NCSHPO Business Manager, at smith@ncshpo.org. Questions pertaining to the *NHL Bulletin* update may be directed to Sherry Frear, NR/NHL Program Chief, at sherry_frear@nps.gov