

CIVIL WAR TRUST

Saving America's Hallowed Ground

Kirk Bradley
Chairman

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President

Request for Proposals

Revolutionary War and War of 1812 Preservation Mapping Project

The Civil War Trust, America's premier nonprofit battlefield preservation organization, seeks qualified consultants to submit proposals for the creation of troop movement maps and overlays for the priority battlefields identified in the National Park Service's (NPS) *Report to Congress on the Historic Preservation of Revolutionary War and War of 1812 Sites*. The desired maps for each site are to be developed in accordance with the enclosed specifications. Two copies of each proposal should be sent, and **arrive no later than Friday, May 29, 2015**, to:

Civil War Trust
ATTN: Mark Coombs
1156 15th Street, NW
Suite 900
Washington, D.C. 20005

Questions concerning this Request for Proposals (RFP) should be directed via email to Mark Coombs at mcoombs@civilwar.org. Funding for the project comes from two grants (GA-2287-14-001 and GA-2287-14-002) provided by the American Battlefield Protection Program (ABPP).

Project Description, Scope of Work and Deliverables

Project Description

ABPP has awarded the Civil War Trust the two grants noted above to contract with a qualified consulting team in the utilization of existing historic data and mapping materials assembled by NPS to craft attractive, uniform and user-friendly digital battlefield maps. These maps are intended to reflect the troop movements at — as well as the Study Areas and Core Areas of — the Priority I and Priority II Revolutionary War and War of 1812 battlefields in the United States as identified by NPS in the relevant 2007 report, referenced in the introduction to this RFP and accessible via the following link: http://www.nps.gov/abpp/Rev1812_Final_Report.pdf.

ABPP funds projects conducted by federal, state, local and tribal governments, nonprofit organizations and educational institutions with the goal of safeguarding and preserving significant American battlefield lands as symbols of individual sacrifice and national heritage. Professionally-prepared maps inclusive of the troop movements and key boundaries of our country's most significant Revolutionary War and War of 1812 battlefields will allow the

battlefield preservation community to quickly and confidently assess how — and where specifically — potential efforts at protecting endangered parcels would best be focused.

Scope of Work

The selected consultant will produce troop movement maps of the relevant Revolutionary War and War of 1812 battlefields based on existing historic data and mapping materials to be provided by NPS, as noted previously. These data and materials will include:

- Draft battlefield maps containing hand-drawn Core Area and Study Area boundaries
- Battle summaries / narratives
- Quadrangle topographic maps from the United States Geological Survey (USGS) containing hand-drawn troop movements
- ABPP Battlefield Survey Forms, containing;
 - Background information (war, campaign, location, etc.)
 - Defining feature inventories
 - GIS topographic maps with troop movements and boundaries (varies per site)

All maps must be designed in accordance with ABPP specifications, as well as be completed in order of preservation priority — i.e., Priority I battlefields first, followed consecutively by Priority II sites. The consulting team will also be expected to compile and deliver GIS datasets for all relevant battlefields inclusive of the following:

Shapefiles	Required Attributes
Troop Positions	Unit name, commander name (Information to be gathered from existing ABPP mapping and materials.)
Troop Movements	Unit name (Information to be gathered from existing ABPP mapping and materials.)
Artillery Positions	Unit name, commander name (Information to be gathered from existing ABPP mapping and materials.)
Battlefield Fortifications	Type of fortification (Information to be gathered from existing ABPP mapping and materials.)
Contours	Elevation at 10-foot intervals
NPS Battlefield Mapping Information	NPS owned/administered or eased property
Ownership Boundaries	Owner name, property address, mailing address, GIS acreage (number format), deed acreage (number format), municipal/county zoning, parcel number/PIN/or county identifier
Nearby Protected Lands	Owner name, protection type (private/public [federal or state]), acreage, parcel number/pin/or county identifier, purpose (historic, environmental protection), easement status
Defining Features	Separate dataset for ABPP use only; not to be included on any cartography.

Datasets must adhere to the highest standards of accuracy; all should contain complete metadata compatible with ArcGIS 10.1 or higher.

Maps must have similar conventions as a stylistic dataset. All must comply with the federal GIS standards and be comparable, with the addition of the required attributes noted above, to the maps featured in the draft state-by-state updates to the 1993 *Civil War Sites Advisory Commission Report on the Nation's Civil War Battlefields* accessible via the following link:

<http://www.nps.gov/abpp/CWSII/CWSIIStateReports.htm>. A JPG or TIF file of each map must also be produced.

Finally, all cartography will be displayed using GeoPDF, inclusive of the following layers:

- 1) Appropriate USGS quadrangle showing Study Areas, Core Areas, and troop movements;
- 2) 2-foot interval USGS quadrangle showing troop movements; and
- 3) USGS aerial photos / satellite images with troop movements superimposed.

GeoPDF work shall be no less than 300 dots per inch and need not be greater than 600 dots per inch. An in-depth description of GeoPDF maps can be found at the website below:

http://store.usgs.gov/locator/about_digital_maps.html.

Deliverables

Within 30 days of being selected, the consultant must submit a detailed work plan and timeline for development and delivery of the required troop movement maps and accompanying GIS datasets. The work plan shall include specific tasks required to complete the project, the responsible party to complete the work and a schedule for completion of each task and the final maps and datasets.

Concurrently, the selected consultant shall submit a draft troop movement map and GIS dataset for one battlefield for the Trust and ABPP to assess at the outset of the project. The Trust and ABPP will then provide feedback prior to the consultant continuing with the project to ensure that each party's vision of the final products is fully aligned.

Draft maps and datasets for the remaining battlefields must be completed and submitted electronically by March 1, 2016, in addition to digital copies of any hard-copy maps from NPS utilized in the course of this project. The Trust and ABPP will have 60 days to review. Based on comments received following this review, the consultant will have until July 1, 2016, to revise and submit the finalized maps and datasets for all Priority I and Priority II sites.

All products resulting from this project must include the following disclaimer where appropriate: "This material is based upon work assisted by a grant from the Department of the Interior, National Park Service. Any opinions, findings, and conclusions or recommendations expressed in this material are those of the author(s) and do not necessarily reflect the views of the Department of the Interior."

Responding to this RFP

Submissions should not be overly complex or longer than ten pages in length. Elaborate artwork, expensive paper or bindings and costly visual and other presentation aids are not necessary. Qualified proposals must include but are not limited to:

- A statement of qualifications and experience for the firm and the lead team members. Consultants should have strong professional qualifications relevant to this project — namely, knowledge of GIS, its principles and methodologies, and the production of quality maps and datasets.

- A discussion of related project experience by the proposed firm, including information regarding individual team members, and a description and examples of comparable projects;
- A list of references for such projects, including current contact information;
- A detailed description of the consultant's proposed approach for undertaking the project as presented in the Project Description and Scope of Work sections of this Request for Proposals, including:
 - A statement of purpose;
 - A proposed project timeline, broken down by tasks; and
 - A proposed project budget, also broken down by tasks.
- A detailed cost schedule noting that hourly payments cannot exceed \$89 per hour and that the cost of travel cannot exceed federal travel regulations for reimbursement, accessible via the following link: <http://www.gsa.gov/portal/category/100000>. Low cost may be a significant selection factor.
- Any additional information that a potential consultant deems pertinent to his or her proposal that might prove useful during the review process, including the location of the consultant's primary office and any satellite offices.

Selection Criteria

The following factors shall be considered in selecting the consultant:

- General qualifications of the firms and individuals assigned to the project relative to the skills and disciplines needed for the project tasks;
- Experience with similar projects in light of the subject matter, scale and context;
- Proposed approach of the consultants relative to the circumstances and the Civil War Trust's needs, including their ability to provide the required services within the available budget; and
- References from past clients on similar projects.