

CIVIL WAR TRUST

Saving America's Battlefields

Jeffrey Rodek
Chairman

James Lighthizer
President

Request for Proposals

GA-2287-17-003

Washington's Legacy Remembered: Preservation and Interpretation of the Princeton Battlefield

The Civil War Trust ("the Trust"), through their Campaign 1776 initiative to preserve Revolutionary War and War of 1812 battlefields, seeks qualified consultants to submit proposals for developing a comprehensive preservation and interpretation plan for the Princeton Battlefield. Two copies of each proposal should be sent, and **arrive no later than Friday, January 19, 2017**, to:

Civil War Trust, Campaign 1776
ATTN: Lindsey Morrison
1156 15th Street, NW
Suite 900
Washington, D.C. 20005

Questions concerning this Request for Proposals (RFP) should be directed via email to Lindsey Morrison at lmorrison@civilwar.org. Funding for the project comes from a grant (GA-2287-17-003) provided by the National Park Service's American Battlefield Protection Program (ABPP).

Project Description, Scope of Work and Deliverables

Project Description

ABPP has awarded the Trust the grant to contract with a qualified consultant for the completion of a comprehensive preservation and interpretation plan for the Princeton Battlefield to enhance the visitor experience at this storied site, and serve as a catalyst for increased attentiveness and sensitivity to preservation issues within the Princeton community writ large.

The National Park Service's (NPS's) *Report to Congress on the Historic Preservation of Revolutionary War and War of 1812 Sites* notes: "As many as 170 Principal Sites of the American Revolutionary War and the War of 1812, especially those located in rapidly developing areas, will face injury or desecration in the next decade." Without a long-term plan in place, the Princeton Battlefield will remain vulnerable to the many challenges posed by the steady growth of the surrounding community. The resources existing on the Princeton Battlefield are vital to the historic landscape, together telling the complete story of the Battle of Princeton.

The ongoing preservation of additional battlefield land at the site, together with the envisioned expansion of the Princeton Battlefield State Park, means that this project comes at a critical time for preservationists and planners alike. It is of the utmost importance that stewards of this

WASHINGTON OFFICE
1156 15th Street NW • Suite 900 • Washington, DC 20005
Phone: (202) 367-1861 • Fax: (202) 367-1865

HAGERSTOWN OFFICE
1140 Professional Court • Hagerstown, MD 21740
Phone: (301) 665-1400 or (888) 606-1400 • Fax: (301) 665-1416

historic landscape have all the necessary tools to make informed decisions related to the battlefield's future within its community setting.

Through at least four (4) public and stakeholder meetings, as well as ample time to gather necessary research and formulate best practices based off exemplary battlefield – and statewide – historic preservation plans, the contractor will develop a comprehensive battlefield preservation and interpretation plan for the Princeton Battlefield. Once approved by the ABPP, the final plan will be presented to the New Jersey State Historic Preservation office (SHPO), Princeton Battlefield State Park, Princeton Battlefield Society, and ABPP, and posted on Civil War Trust website to be made available to the public.

Scope of Work

The selected consultant will produce a detailed, comprehensive battlefield preservation and interpretation plan for the Princeton Battlefield, for use by ABPP, the Princeton Battlefield Society and the state of New Jersey, and the public writ large.

Development of plan will occur in several phases, in close consultation with the ABPP and include the following:

1. Contractor will collect background data relevant to the project from ABPP, NJ SHPO, and other relevant organizations and entities, including the following information: historical significance of the battle and the battlefield, location and geographical area of the battlefield, cultural and natural resources, current condition of the battlefield, brief history of protection efforts, current land use of the battlefield and its immediate surroundings, land ownership, short and long-term threats. Adequate documentation of history has been previously collected, so current materials may just need to be simplified. Focus of plan should be on the planning strategies for preservation, not history of battlefield.
2. Contractor will hold two public meetings as well as two stakeholder meetings to develop effective goals that would be most beneficial to both the community and the future of the preservation of the Princeton Battlefield. Of the four meetings, two should be aimed at the local community, i.e. management entity, local officials, citizens, property owners and other interest groups. The remaining two meetings should be with key stakeholders. Contractor will use these meetings to collect the following information: land use planning capabilities, priorities, effective land protection methods, and attitudes towards battlefield preservation.
3. Contractor will develop and submit a survey, widely disseminating it interested parties for those unable to attend one of the public or stakeholder meetings which fit their classification (public or professional).
4. Upon collection of data from background research, public and stakeholder meetings, and a public survey, the contractor will compile the preservation and interpretation plan in close consultation with the ABPP. The final product should be a concrete plan with clear steps and narrative drafted for recommended interpretation materials, as well as clear steps for management, access and top strategic concerns.

Deliverables

From meetings and research, consultant will produce a comprehensive preservation plan document (5 hard copies, with digital version) to assist the State and Princeton Battlefield Society in achieving realistic management goals. Final plan will be presented to the New Jersey SHPO, Princeton Battlefield State Park, Princeton Battlefield Society, and ABPP, and posted on Civil War Trust website to be made available to the public. Draft chapters of the preservation plan should be completed and submitted electronically. ABPP and the Trust will review all materials submitted; based on any comments received, the selected consultant will then revise and submit the finalized products incorporating these comments.

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 the 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, the ability to accurately interpret and convey military history; knowledge of battlefield preservation plan, its principles and methodologies.
- 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.