

State of New Hampshire
DEPARTMENT OF RESOURCES AND ECONOMIC DEVELOPMENT
DIVISION OF PARKS AND RECREATION
Request for Proposals

**CULTURAL LANDSCAPE REPORT
LIVERMORE FALLS STATE FOREST**

Issue Date: June 25, 2014
Proposal Due Date: July 23, 2014
Anticipated Start Date: September 10, 2014
Estimated Project End Date: December 31, 2014

INVITATION

The State of New Hampshire, Department of Resources and Economic Development, Division of Parks and Recreation is soliciting proposals from qualified parties to prepare a Cultural Landscape Report for Livermore Falls State Forest located in Holderness and Plymouth New Hampshire.

BACKGROUND

The majority of the land at Livermore Falls State Forest was acquired in 1918 with the purchase of 130 acres. An additional 40 acres was purchased in 1992 with LCIP¹ funding. The LCIP project area has a long history of industrial uses and contains ruins of former pulp mill (1900), a salmon hatchery (1877) and popular recreation sites. Adjacent to the site, but not owned by the state is a lenticular truss bridge (1885). The 130 acres in forest management still retains its character with limited development.

OBJECTIVE AND SCOPE OF WORK

The Division of Parks and Recreation seeks a consultant to prepare a Cultural Landscape Report (see report contents section below) to be used by the Department as a planning tool for property management including public use and forest management, and development of public support facilities for the entire property and a [Phase IA: Archaeological Sensitivity Assessment](#) for the 130 acres in forest management. Consultants shall be 36 CFR Part 61 qualified and shall be used to satisfy a Section 106 review.

The consultant shall:

1. Conduct a historic resource study to include the development history, evolution, and existing conditions of the landscape;
2. Provide the Division of Parks and Recreation a Phase IA Archeological Sensitivity Assessment prepared in accordance with the guidance of the NH Division of Historical Resources;
3. Define the values and associations that make the landscape historically significant;
4. Provide information for management decisions and actions;
5. Provide information on compliance with preservation law and maintenance;

¹ Land Conservation Investment Program

6. Evaluate its integrity and define appropriate National Register Boundaries;
7. Provide two print copies with original photographs and one electronic copy of the final report.

REPORT CONTENTS

Part 1: Site History, Existing Conditions, Analysis, and Evaluation

- A. Site History: Includes a narrative history of the landscape describing, as appropriate, the historic context, design intent, primary design principles, key developments, physical relationships, patterns, features, and important individuals or events; and a historical base map/period plan for each significant historic period.
- B. Existing conditions: Includes a definition of site boundaries, an accurate site map, and a brief description of current resources, primary features, access and site use.
- C. Analysis and Evaluation: Includes an inventory and documentation of significant characteristics and features based on National Register criteria, a condition assessment of those features, and related site information.

Part 2: Treatment:

Recommendations for treatment of the landscape based on the site history, existing conditions, and analysis; enabling legislation; applicable standards; and the proposed use as defined in planning documents.

PROPOSAL INSTRUCTIONS

The following information **shall** be included in each proposal:

1. Cover letter signed by the person submitting the proposal that summarizes the terms of the proposal and commits to providing well-documented invoices in a timely manner;
2. A not to exceed bid for the work outlined;
3. Study approach description and project timeline including submission, review and acceptance of reports by Determination of Eligibility Committee.
4. A statement outlining your experience in conducting Cultural Landscape Studies;
5. An example of a Cultural Landscape Study to show a representation of your work (can be electronically submitted or a link to a webpage);
6. Resumes of key project personnel and their professional experience;
7. Mailing address, phone number and email address for principal contact; and
8. List of three clients references for projects similar in scope. Include the name and phone number of the contact person.

EVALUATION PROCEDURE

Proposals will be reviewed by a selection committee. The proposals will be ranked in order of preference based on the criteria listed below.

Criteria	Maximum Score
Qualifications and Experience	50
Study Approach	30
Survey Cost	20

AWARDING OF CONTRACT

The selected provider will be recommended to the Director of the Division of Parks and Recreation and forwarded to the Governor and Executive Council for approval. The contractor is expected to be able to adhere to the conditions outlined in the [State of New Hampshire P-37 Contract Agreement](#). Payment will be on a monthly basis in proportion to the work completed. The “Scope of Work” is a realistic outline of work to be done, however, the scope may increase or decrease during the term of the final contract agreement. Work is expected to begin **September 10, 2014** and be completed by **December 31, 2014**.

PROPOSAL INSTRUCTIONS

Proposals must be labeled “Proposals for Livermore Falls State Forest Study” and are due no later than 3:00 p.m. on **July 23, 2014**.

Email: johanna.lyons@dred.nh.gov

Mail: Johanna Lyons, State Park Planning and Development Specialist
Division of Parks and Recreation
PO Box 1856
Concord, NH 03302-1856

In Person: Johanna Lyons, State Park Planning and Development Specialist
Division of Parks and Recreation
172 Pembroke Rd
Concord, NH 03301

The Division of Parks and Recreation reserves the right to reject any and all proposals.