



REQUEST FOR PROPOSALS
National Historic Landmark Nomination
for the West Point Foundry Archeological Site, Cold Spring, NY
March 2016

1. PROJECT PURPOSE AND GOAL

This Request for Proposals (RFP), issued by The Scenic Hudson Land Trust, Inc. (“Scenic Hudson”) for the West Point Foundry Archeological Site (“West Point Foundry”), will result in a completed nomination—featuring a rich and compelling argument—to designate the West Point Foundry as a National Historic Landmark (“NHL”) under Criterion 6: *Properties that have yielded or may be likely to yield information of major scientific importance by revealing new cultures, or by shedding light upon periods of occupation over large areas of the United States. Such sites are those which have yielded, or which may reasonably be expected to yield, data affecting theories, concepts and ideas to a major degree.*

The selected Consultant will: 1) review a previously submitted NHL nomination for West Point Foundry that reached the final stages of consideration before being rejected because of incompleteness (especially a lack of information about the site’s archeological resources and its potential to yield additional cutting-edge research in the field of labor archeology); 2) perform all necessary additional research and documentation of the property; and 3) respond to feedback from review by the National Park Service to successfully complete the NHL nomination. *The previously submitted NHL nomination and maps and photos are attached. A draft contract between Scenic Hudson and the Consultant is also attached.*

2. BACKGROUND

About Scenic Hudson. Scenic Hudson is a not-for profit organization working to protect and restore New York’s Hudson River and its majestic landscape as an irreplaceable national treasure and a vital resource for residents and visitors. Founded in 1963, Scenic Hudson is credited with saving Storm King Mountain—a landmark in the Hudson Highlands—from a destructive industrial project, launching the modern grassroots environmental movement. Today it is the largest environmental group focused on the Hudson River Valley. To date, Scenic Hudson has created or enhanced 65 parks, preserves and historic sites for public enjoyment and protected more than 35,000 acres—natural and scenic icons, irreplaceable wildlife habitat, and family farms supplying fresh food to local and New York City residents. For more information: www.scenichudson.org.

West Point Foundry Preserve. Scenic Hudson owns and manages West Point Foundry Preserve, having acquired most of the 90-acre site in 1996 to save it from potential development; protect and interpret its historic, archeological and natural resources; create access and educational opportunities for the public; and link it with other nearby heritage sites.

Scenic Hudson opened West Point Foundry Preserve to the public in 1996. In 1999 and 2004, the organization stabilized a few key archeological remains. In 2013 it completed the first phase of construction of new trails and interpretive features telling the story of the foundry’s contribution to the Industrial Revolution, its role in the Civil War and the land’s remarkable ecological renewal. In 2014, the

project earned a New York State Historic Preservation Award, given annually by the State Historic Preservation Office, and the John Augustus Roebling Award from the Roebling Chapter of the Society for Industrial Archeology.

National Register of Historic Places. In 1973 the West Point Foundry site was listed on the National Register of Historic Places because of the importance of industrial activities that took place there from 1818 to 1911. In 2010 it was again added to the National Register as part of the West Point Foundry Archeological Site, which also includes the original foundry school building (now the Putnam History Museum); the 1833 Chapel of Our Lady (now the Chapel Restoration), constructed as a place of worship for Roman Catholic foundry workers; the home of foundry partner William Kemble; and Scenic Hudson's Foundry Dock Park, a 0.7-acre Hudson Riverfront site that served as the foundry's loading dock. Under its original National Register status, the site was designated of "local significance." Under the new designation, it is deemed of "national significance."

National Historic Landmark. The West Point Foundry Archeological Site—encompassing land and archeological resources within Scenic Hudson's West Point Foundry Preserve and Foundry Dock Park—is worthy of NHL designation because it possesses exceptional value and quality in illustrating and interpreting this country's heritage in history, archeology, technology and culture. Further, a vast amount of archeological resources at the site remain unexplored and await investigation, supporting inclusion of the preserve under NHL Criterion 6.

During the previously submitted NHL nomination process, NHL officials apprised Scenic Hudson that the site merited NHL designation. As listed in the National Park System Advisory Board's National Historic Landmarks Committee Report, December 2012: *West Point Foundry Archaeological Site in New York, reminding the nation of a vital step in the development of defense technology.*

About the West Point Foundry

History. A technological powerhouse, West Point Foundry was established in 1817 as one of four new iron foundries ordered by President James Madison to supply the federal government with cannons and artillery. Operating from 1818 to 1884, West Point Foundry grew to employ as many as 1,500 workers who manufactured some of America's first steam engines, locomotives and iron-hulled ships, as well as water wheels, mill equipment, pipes for New York City's water system and other items that sparked the country's transformation from an agrarian to industrial economy. During the Civil War, the foundry produced 2,500 Parrott guns, rifled cannons whose accuracy and range gave the Union Army a distinct advantage. Parrot guns were so critical to the U.S. war effort that President Abraham Lincoln made a secret 1862 visit to inspect the foundry. Interestingly, West Point Foundry also manufactured the turret guns on the U.S.S. *Monitor* and the steam engine aboard the C.S.A. *Virginia* (previously the U.S.S. *Merrimack*). The two met in the first battle of ironclad warships in 1862.

West Point Foundry also holds an important place in America's industrial history for being one of the first companies to employ vertical integration—controlling all aspects of manufacturing, from raw materials to finished product. In addition, the configuration of facilities at the ironworks site, with a rail line running between them, prefigures the assembly line. Finally, West Point Foundry provided on-site housing for much of its 1,500-man workforce—a diverse group of immigrant and native laborers, skilled and unskilled.

Current site conditions and use. West Point Foundry Preserve is located in the Village of Cold Spring, Putnam County, New York. Once dominated by industrial buildings and denuded of trees during the foundry era, the preserve now holds the tree-shaded remains of foundry buildings within a wooded

ravine bordered by Foundry Brook (West Point Foundry's power source) and East Foundry Cove. The cove contains a tidal marsh that underwent a federal Superfund cleanup of pollution from a former nearby battery factory in the mid-1990s. The only remaining freestanding foundry structure is the 1865 Office Building, stabilized by Scenic Hudson in 2004 and 2015. Scenic Hudson also has stabilized a number of other masonry remnants from the foundry era, including retaining walls; foundations and/or small portions of the boring mill, casting house, machine shop and pattern shop; and the blast furnace. In addition, a series of dams and underground tailraces used for waterpower are intact.

Trails at the preserve take visitors past foundry remains. Kiosks and other amenities (including a sculptural representation of the 36-foot-diameter water wheel that powered machinery in the boring mill) explore the foundry's past (www.scenichudson.org/west-point-foundry-preserve). Scenic Hudson also created an online mobile tour (www.foundrytour.org) that offers additional historic photographs as well as expert narration from industrial archeologists and historians, among others. Once-a-month guided tours of the preserve that focus on West Point Foundry attract approximately 30 people. Scenic Hudson plans to celebrate the bicentennial of West Point Foundry in 2018.

Archeology. West Point Foundry Preserve is an active site for archeological research recognized internationally by industrial historians and archeologists. The first comprehensive study of the foundry's history was completed in 1979 by Edward Rutsch, renowned archeologist and industrial historian. Archeological investigations took place in the late 1980s as part of the Superfund cleanup. Beginning in 2001, Scenic Hudson sponsored eight summers of field work by Michigan Technological University's Industrial Archaeology program, then headed by Dr. Patrick Martin. (For more about MTU's field work within the preserve, visit www.westpointfoundry.org; Scenic Hudson possesses most theses written by students who participated.) MTU's work at the preserve included investigation of key aspects of the foundry's manufacturing process as well as worker housing. Artifacts recovered from the site during the Superfund cleanup are in archival storage in Cold Spring; those recovered by MTU are temporarily stored at the university. Scenic Hudson owns all artifacts, approximately 100,000 recovered to date. The Society for Industrial Archeology dedicated an issue to West Point Foundry; visit <http://www.sia-web.org/publications/ia-journal/ia-journal-toc-2010/> Volume 35, Number 1 & 2, 2009.

3. RESEARCH FRAMEWORK

All material submitted by the Consultant pursuant to this project becomes the property of Scenic Hudson. All material submitted to the National Park Service as part of the final nomination enters into the public domain. The Consultant does not retain copyright over any material submitted in conjunction with the NHL nomination. The Consultant is responsible for obtaining permissions for the use and reproduction of historic photographs, plans and maps, as well as any copyrighted materials that are submitted as part of the NHL nomination.

4. PROJECT SCHEDULE

The preparation of the NHL nomination for West Point Foundry will likely involve an 18-month commitment, although factors beyond Scenic Hudson's control may extend the length of the process. The Consultant must travel to Washington, D.C., to formally present the nomination to the Landmarks Committee. This trip may occur more than a year after the nomination has been completed.

Writing a NHL nomination involves research, writing and responding to editorial review by National Park Service staff and subject review by leading scholars from across the country. The Consultant will respond to editorial comments and suggestions given at any stage during the process (including after the Landmarks Committee meeting).

5. SCOPE OF WORK

1. Review the previously submitted nomination, associated material, archeological reports about West Point Foundry and the NPS Labor Archeology of the Industrial Era Theme Study (<http://www.nps.gov/nhl/learn/themes/LaborArcheologyIndustrialEra.pdf>). Review NHL Criterion 6 and the requirements of the NHL Program in accordance with standards spelled out in The National Register of Historic Places Bulletin: How to Prepare a National Historic Landmark Nomination. Contact the New York State SHPO office, staff archeologists for the NPS National Historic Landmarks Program and the NPS Northeast Regional Office to introduce the project, establish a working relationship and discuss the potential for nomination under additional criteria.
Schedule: complete no later than four weeks from start of project, which will be the date of a signed agreement between the Consultant and Scenic Hudson.
2. Conduct an on-site visit during which the Consultant will attend a kick-off meeting with Scenic Hudson staff and others, as deemed necessary.
Schedule: complete no later than four weeks from start of project, which will be the date of a signed agreement between the Consultant and Scenic Hudson.
Product: Meeting summary with note of agreements and understandings reached.
3. Based on research in tasks 1 and 2, as well as any additional research, draft a new Statement of Significance and (if necessary) a revised bibliography of sources to be consulted during the project. Send to Scenic Hudson for review.
Schedule: complete within six weeks from start of project.
4. If needed, prepare a new site map and photo documentation of the site. Send to Scenic Hudson for review.
Schedule: complete no later than eight weeks from start of project.
5. Prepare the remainder of the NHL nomination in accordance with National Park Service standards. The Consultant will submit to Scenic Hudson an initial draft nomination for its review, followed by an in-person or phone conference that will be held to discuss the draft application. It may also be sent at the same time to the NPS National Historic Landmarks Program archeologist for "informal comments." The draft will include at minimum: 1) a fully developed contextual narrative; 2) a narrative of West Point Foundry's history; 3) a description of the architectural, structural and archeological features of the site, including a condition assessment for the purpose of establishing the physical integrity of key features, with maps and illustrations to accompany each feature; 4) a detailed list of questions that could be answered by further research of the site's archeological resources, especially as they pertain to labor archeology; 5) a bibliography for all sources, including fully labeled photographs, maps and other images included in the application.
Schedule: complete within eight weeks of conclusion of step 4.
6. The Consultant will hold another in-person or phone conference with Scenic Hudson after comments about the draft are forwarded from the NPS coordinator of the Landmarks Program and from Scenic Hudson. The meeting will include a presentation of the draft, with discussion and comments from Scenic Hudson and the NPS Landmarks Program coordinator.
Schedule: This meeting date will be determined based on response time from NPS. However, it should occur within two weeks of receiving comments from NPS.

7. There will be multiple rounds of comments, including those from the regional NHL office, peer review, New York State Historic Preservation Office and other interested parties (if appropriate) and copyediting recommendations by Scenic Hudson Communications staff.

Schedule: The Consultant must respond within two working days to editorial comments and suggestions, given at any stage during the process (including after the Landmarks Committee meeting).

8. Prepare a final NHL nomination. It will include all required documentation as determined by the National Historic Landmarks Program and National Park Service.

Schedule: complete no later than four weeks after receiving feedback from NPS.

9. On behalf of Scenic Hudson, forward the NHL nomination to the NPS Landmarks Program. The Consultant shall secure and submit the necessary letters of support.

Schedule: complete in no more than four weeks.

10. Prepare the executive summary form and PowerPoint presentation (NPS provides models and templates), and submit to NPS.

Schedule: complete in no more than four weeks.

11. Present the nomination to the Landmarks Committee at a meeting in Washington, D.C.

Schedule: TBD

6. CONSULTANT QUALIFICATIONS

- Experience writing a successful National Historic Landmark nomination under Criterion 6
- In-depth knowledge and expertise in industrial/labor archeology demonstrated by an advanced degree in this field
- Strong and demonstrated knowledge of the West Point Foundry and/or the type of property
- Demonstrated familiarity with the preservation programs of the National Park Service
- Strong and demonstrated writing skills

7. SELECTION SCHEDULE AND CRITERIA

Scenic Hudson will select a Consultant with the required in-depth understanding of the field of industrial archeology and relevant experience in authoring successful NHL nominations under Criterion 6. Direct knowledge of West Point Foundry is a plus. The contract will be awarded to the responsible Consultant whose proposal is within a competitive range and determined to be the most qualified to work with Scenic Hudson on this project. Past experience, professional expertise, responsiveness to the RFP, ability to meet the schedule and the fee for services will be used to evaluate the proposals and select the Consultant. Scenic Hudson will interview the top candidates either by phone or in person. Scenic Hudson reserves the right to reject any and all proposals, in its sole and absolute discretion, and to authorize all or part of the work requested in this RFP.

Scenic Hudson is a not-for-profit organization and would give preference to responses that include pro bono and/or reduced fees to help complete this important project. Please indicate as specifically as possible what portion, if any, of your proposal and its value would be provided on a pro bono basis.

8. PROPOSAL SUBMITTAL REQUIREMENTS

The successful respondent should demonstrate a thorough understanding of the project. Each proposal received will be evaluated for its technical merit, cost and schedule. The following items must be addressed in the proposal:

Proposals should include:

- a. A brief cover letter on firm's or individual's letterhead summarizing qualifications most relevant to the project.
- b. A description of how the work will be approached, including methodological framework. If there is a team, it should describe how the work will be divided among team members.
- c. A narrative description of individuals' qualifications. Proposals must also include a curriculum vitae or resume for each individual.
- d. Any proposed changes to the schedule of deliverables as outlined in this RFP.
- e. A statement of relevant experience outlining up to three projects of similar character undertaken by Consultant or team members. The statement should include:
 - Project name
 - Scope of services
 - Project beginning and end dates
 - Project supervisory personnel and their roles
 - Primary client contact information for reference
- f. A sample of a successful NHL nomination previously completed in the last 10 years by staff who will be assigned to this project.
- g. A writing sample from the staff person assigned to the development of the Statement of Significance narrative.
- h. A total lump sum fee and a breakdown of the 11 tasks in the scope of work. Include a line item identifying all reimbursable expenses related to the work to be performed, including but not limited to research expenses, site visits, interviews, travel to Washington, D.C. to formally present the nomination, printing, shipping, conference calls, etc.
- i. Provide a fee schedule and hourly rates for additional work.

Respondents must submit an electronic version and three (3) hard copies by **4 p.m. EST on Monday, March 28**, to:

Rita D. Shaheen
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