



## REQUEST FOR PROPOSALS

### **Maryland Park Service Great Society-Era Historic Architectural Resource Documentation & Recordation Services**

Preservation Maryland, a nonprofit organization headquartered in Baltimore, Maryland, is soliciting proposals from qualified historic preservation professionals to document select Great Society-era historical resources located across the following Maryland State Park land units: Cunningham Falls State Park; Greenbrier State Park; the Hammerman Area of Gunpowder Falls State Park; and the McKeldin Area of Patapsco Valley State Park.

To be considered as eligible, Respondents must meet one or more of the Professional Qualification Standards as set forth by the Secretary of the Interior's (SOI) Standards and Guidelines; and have demonstrated experience in resource inventory, resource surveys, and resource documentation.

Preservation Maryland requests that interested parties respond to the solicitation by **4:30 P.M. ET on February 11<sup>th</sup>, 2026**.

#### **1. CLIENT**

Preservation Maryland is a statewide non-profit working to protect Maryland's unique and irreplaceable heritage while creating a more equitable and sustainable future. The organization harnesses the power of historic places to revitalize and reinvest in communities, advocate, and build the historic trades workforce for the benefit of all Marylanders. To learn more, visit [www.preservationmaryland.org](http://www.preservationmaryland.org).

#### **2. PROJECT OVERVIEW**

##### *2.1 Background*

In the decades after WWII, Maryland State Parks expanded rapidly, financed by the newly available and quickly expanding federal funding of the Great Society era, which state governments tapped into to provide public services and goods. During this expansion, park architecture at the federal and state levels transitioned into the “Park Service Modern” style, using less-expensive materials, such as steel and concrete, to quickly construct new recreational buildings. Once ubiquitous on park lands, unaltered examples of this style are becoming increasingly rare, making it now vital to document them before they are lost or altered.

The Maryland Department of Natural Resources (DNR) has historically made a concerted effort to collect and update data on the over 1,000 cultural resources on park lands. A reconnaissance-level, park system-wide survey of all resources constructed before 1945 and resulting report is concluding presently. New Deal Era buildings were surveyed in detail, with reports produced in 2018 and 2023. And a “windshield survey” of most park structures was completed in the 1970s. (As applicable, documentation from these surveys may be made available to the successful Respondent. See attachment A)

In keeping with this dedication to documenting the State's historic resources, Preservation Maryland is partnering with DNR to oversee the documentation of a selection of exemplary and distinctive Park Service Modern structures at four state parks. The documentation of Park Service Modern structures will add breadth and depth to data already collected. It will allow DNR to make informed and effective decisions regarding treatment and funding priorities and aid in the conservation, restoration, and interpretation of significant historical and cultural resources within public state park lands.



## 2.2 Description

Acting as project manager on behalf of DNR, Preservation Maryland is seeking consultant services to complete documentation of surviving and exemplary Great Society-era resources located across the following Maryland State Park land units: Cunningham Falls State Park; Greenbrier State Park; the Hammerman Area of Gunpowder Falls State Park; and the McKeldin Area of Patapsco Valley State Park. The survey will focus on structures built in the Park Service Modern style (c. 1950-1980).

Project objectives include:

1. Survey of select Park Service Modern-style (c. 1950 – 1980) resources on Maryland Park Service lands. See Section 3, below, for more detail.
2. Preparation of four to six (4-6) Maryland Inventory of Historic Properties (MIHP) forms for identified resources/resource groups and four to six (4-6) Determination of Eligibility (DOE) cover forms. In consultation with staff from Preservation Maryland, DNR, and the Maryland Historical Trust (MHT), some of the forms may be prepared as small survey districts. Each MIHP file prepared requires a corresponding DOE cover form.
3. Preparation of a final Survey & Historic Context Report. See Section 3, below, for more detail.

This project is being executed in partnership with the Maryland Department of Natural Resources. As such, both Preservation Maryland and DNR staff will be involved throughout the entire project. Preservation Maryland will serve as the main point of contact, contract signatory, invoice recipient, and liaison between the hired project professionals and government agencies, such as the Maryland Historical Trust (MHT), which will include coordination of document submittal. It is anticipated that DNR and MHT will be involved in the kick-off and status meetings, project documentation review, and site visits and will serve as final authority on decisions.

## 2.3 Timeline

Work will begin immediately upon contract award, with a goal of completing the project, including final submission and approval of all deliverables, within 12 months. Respondents should account for a period within this timeline to incorporate minor revisions, as requested by DNR and MHT, into the final report and deliverables.

## 3. SERVICES AND SCOPE OF WORK

The precise scope of work is subject to feedback from the selected consultant(s) and budget limitations. However, anticipated work to be undertaken by the consultant(s) may include, but is not limited to, the following:

1. Conduct historical research and review of existing site and historical documentation.
2. Prepare a draft research design for the Survey in accordance with Chapter III of the *Standards and Guidelines for Architectural and Historical Investigations in Maryland* (2019).
3. Survey select resources at the intensive level, as defined in the *Standards and Guidelines for Architectural and Historical Investigations in Maryland* (2019), at the above stated park units. The list of resources to be surveyed will be finalized at project kick-off, but it is anticipated to encompass approximately 80 structures. The survey should include such data as structure size, type, construction date, materials, condition, precise location, present use, architectural style, and historical background.



4. Prepare approximately four to six (4-6) MIHP forms and four to six (4-6) corresponding DOE cover forms, in accordance with the above referenced *Standards and Guidelines*, for select resources, to be determined in consultation with DNR, MHT, and the project team at project kick-off.
  - I. MIHP forms must include as supporting documentation: a capsule summary, current printed photographs, resource sketch map, and two copies of the USGS map showing the location of the property or properties – one at 1:12,000 scale and one at 1:24,000 scale.
5. Prepare a final survey and historic context report that includes the following elements:
  - I. Final Research Design
  - II. Discussion of survey methodology utilized
  - III. Discussion of survey area
  - IV. A Historic Context related to park development in the Park Service Modern era (c. 1950-1980), based upon data gathered on resources surveyed for this project
  - V. List of resources individually eligible for the National Register of Historic Places
  - VI. Location of final products
  - VII. Recommendations for additional documentation work
  - VIII. Evaluation of effectiveness of project
6. Meet with Preservation Maryland, DNR, and MHT staff both virtually and in-person, as needed, including but not limited to at least three (3) virtual meetings for project kick-off, mid-point, and close-out, as well as meetings for progress reviews and/or site visits.

Work performed shall adhere to the Secretary of the Interior's Standards, MHT's *Standards and Guidelines for Architectural and Historical Investigations in Maryland* (2019), and all local, state, and federal laws and regulations. All work and final products are subject to DNR and MHT approval and shall incorporate any changes requested by DNR and/or MHT staff to their satisfaction.

## 4. PROJECT BUDGET

This project is supported by funding through the Maryland Historical Trust Historic Preservation Non-Capital Grant Program and will be contracted based on a lump sum in negotiation with the successful Respondent. In no event shall the Consultant be entitled to receive more than the contracted amount unless authorized in advance and in writing by Preservation Maryland. This may result in necessary modification(s) to the scope of work, which Preservation Maryland and DNR staff will discuss with the selected Respondent as necessary. Competitiveness of the budget will be considered as part of the proposal evaluation process.

## 5. INSTRUCTIONS TO RESPONDENTS

### 5.1 Where to Deliver Submittal

All submittals must be submitted as a single PDF attached to an email delivered to [skennedy@presmd.org](mailto:skennedy@presmd.org).

### 5.2 Submittal Due Date

Submittals are due by **4:30 P.M. ET on February 11<sup>th</sup>, 2026**.

### 5.4 Preparation of Submittal

Respondents must submit the following:



- Qualifications for the project, including names, titles, and experience of key personnel
- Description of recent experience on projects similar in scope and scale
- Proposed project approach and scope of services
- Project schedule that identifies milestones and stipulates durations for key tasks and the overall project
- Itemized project budget indicating cost per service/deliverable and, as applicable, an allowance for reimbursable expenses

Respondents shall submit one (1) digital copy of the submittal package as an attachment to an email and are encouraged to include as much pertinent data and information as necessary to ensure proper evaluation.

#### *5.5 Subcontracts*

Respondents must identify all portions of the work intended to be performed through subcontractors. Acceptance of the proposal does not constitute approval of the subcontractors identified therein.

#### *5.6 Minimum Qualifications*

Respondents must demonstrate personnel assigned meet one or more of the Professional Qualification Standards as set forth by the Secretary of the Interior's Standards and Guidelines; and have demonstrated experience in resource inventory, resource surveys, and resource documentation.

#### *5.7 Small Business Enterprise (SBE), Minority Business Enterprise (MBE) and/or Woman-Owned Business Enterprise (WBE)*

Submittal by or use of SBE, MBE, and/or WBE companies is encouraged and may be weighted as an element of the evaluation process.

#### *5.8 Inquiries*

Every request for a written interpretation or correction must be received at least ten (10) days prior to the RFP due date—no later than **4:30 P.M. on February 1st, 2026**—in order to be considered. Requests may be submitted by e-mail to [skennedy@presmd.org](mailto:skennedy@presmd.org). Preservation Maryland will endeavor to answer questions as they arise on a rolling basis. However, all interpretations, corrections, and supplemental instructions will be communicated by written addenda to this solicitation to all prospective Respondents no later than five (5) days prior to the RFP due date.

Submission of a proposal constitutes acknowledgment of receipt of all addenda. Proposals will be construed as though all addenda had been received. Failure of the Respondent to receive any addenda does not relieve Respondents from any and all obligations under the proposal, as submitted.

#### *5.9 Rejection of Submittal*

Proposals must be delivered to the specified location and received by the proposal due date to be eligible for evaluation. Proposals will be considered irregular and may be rejected if they show material omissions, additions not called for, conditions, limitations, unauthorized alternate proposals or other material irregularities. Preservation Maryland reserves the right to reject submittals not prepared and submitted in accordance with the provisions specified herein and reserves the right to waive any minor deviations or irregularities in an otherwise valid submittal.



## 6. EVALUATION AND SELECTION PROCEDURES

### 6.1 Evaluation Procedure

Each response will be evaluated in accordance with the indicated criteria. Special consideration may be given to Respondents who demonstrate familiarity with mid-20<sup>th</sup> century architecture & architectural history.

1	<b>Background and Qualifications</b> a) Special expertise of personnel, especially: <ul style="list-style-type: none"><li>- Historic Resource Surveys</li><li>- Preparation of MIHP/DOE forms</li></ul> b) Past performance, with demonstrated research and writing skills c) Demonstrated experience coordinating with multiple stakeholders d) Knowledge of subject, specifically: <ul style="list-style-type: none"><li>- Mid-20<sup>th</sup> century architecture &amp; architectural history</li></ul>
2	<b>Project Approach</b> a) Names and functions of personnel assigned b) Equipment and resources, as applicable c) Ability to meet project needs, including current workload d) Commitment to project completion within time and budget constraints e) QA/QC methods
3	<b>Technical Merit</b> a) Demonstrated comprehension of tasks to be completed b) Completeness and clarity of submittal c) Adequately addresses project goal(s) and objective(s)

### 6.2 Award

Acceptance of the successful Respondent's proposal does not create a contractual relationship between Preservation Maryland and the successful Respondent. Preservation Maryland reserves the right to award the agreement to the next available Respondent in the event the successful Respondent fails to enter into the agreement, or the agreement with said Respondent is terminated within 30 days of the effective date.

## 7. EXECUTION OF AGREEMENT

Submittal of a proposal binds the successful Respondent to perform the work upon acceptance of the proposal and Preservation Maryland's execution of the project agreement provided by the successful Respondent.

Upon acceptance of the proposal, the successful Respondent must provide:

- Contract/Agreement for review
- Completed Form W9
- If ACH payment preferred: Name and email address of individual to whom a secured form can be sent to obtain necessary information
- Satisfactory evidence of insurance coverage as described in *Section 7.1 Insurance Requirements*



Preservation Maryland reserves the right to cancel award of the agreement without liability at any time before the agreement has been fully executed by all parties. Failure upon the part of the successful Respondent to execute the agreement or timely submit the required documentation will be just cause, if Preservation Maryland so elects, for award of the agreement to be rescinded.

### *7.1 Insurance Requirements*

Respondents should be aware that an execution of any contract arising from the RFP process will require proof of the following insurance coverage, as applicable, with at least the minimum limits required by the State of Maryland:

#### **Commercial General Liability**

Each Occurrence	\$1,000,000
General Aggregate	\$2,000,000

#### **Automobile Liability**

Combined Single Limit	\$1,000,000, - Includes Owned, Non-Owned & Hired Autos
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#### **Workers Comp**

Each Accident	\$500,000
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#### **Professional Liability**

Limit Per Claim	\$1,000,000
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## Attachment A: Relevant Documentation

**The selected consultant(s) should expect to work mostly with primary source material in the DNR office in Annapolis, the Engineering and Construction field office on the Eastern Shore, as well as at the parks themselves. Additional relevant documentation that may be used to inform proposals and/or preliminary research includes but is not limited to the following:**

- I. Model Reports for Reference
  - a. CCC Study, Fort Frederick State Park 2004, [WA-V-203](#)
  - b. CCC Study, Gambrill State Park 2003, [F-3-18](#)
  - c. CCC Study, New German State Park 2017 [G-I-A-229](#)
- II. Existing Source Documentation
  - a. Architectural Survey, Patapsco State Park 2013, [HO-759](#)
  - b. Architectural Survey, Seneca Creek State Park, 2019 [M: 19-38](#)
  - c. DOE/MIHP, Greenbrier Dam 2019, [WA-II-1185](#)
  - d. DOE/MIHP, Cunningham Falls 2022, [F-6-151](#)