

**Request for Proposals**  
**Historic Resource Study of the African American History of the Seneca Stone Cutting Mill at the C&O Canal National Historical Park (CHOH)**  
**November 7, 2021**

The National Park Service (NPS), through a cooperative agreement with the Association for the Study of African American Life and History, Inc., (ASALH), is seeking the services of a Principal Investigator (PI) who will achieve very specific goals. The primary goal of the project is to produce a Historic Resource Study (HRS) and Primary Source Lab for the African American history of the Seneca Quarry at the C&O Canal National Historic Park (CHOH).

This project will provide new historical context for understanding the Seneca Quarry and Stone Cutting Mill's industrial history through the lens of African American social and labor history. The project will synthesize existing NPS documentation on the Seneca Quarry with new research on African American laborers and communities in the vicinity of the quarry during the nineteenth century. The historic resource study for the Seneca Stone Cutting Mill historic site will be used by park and regional managers to explain the history and significance of park cultural resources related to African American labor and settlement in the region, to better interpret its history and enhance the visitor experience, to connect with communities, to assist in future planning efforts, and to meet NPS responsibilities under Section 106 and 110 of the National Historic Preservation Act.

The contract is administered by ASALH and the work prepared for and completed in coordination with the National Park Service. All work accomplished by this research project will be credited to ASALH but becomes the property of the National Park Service and will be made publicly available.

**Interested parties should submit a proposal in response to this RFP to ASALH no later than 5:00 pm EST on November 29, 2021. Electronic copies may be directed to ASALH at [nps@asalh.org](mailto:nps@asalh.org) with the subject line "Seneca Quarry."**

**Project Background**

The Seneca Quarry is located in Montgomery County, MD, about 25 miles northwest of Washington, DC, on the east bank of the Potomac River. The Seneca Quarry provided the physical building blocks for parts of the C&O Canal, including multiple culverts, locks, and the Seneca Aqueduct. The quarry's red sandstone was also a source of stone for the river's first canal, built by the Potomac Company beginning in 1785, and works of architecture in and around Washington, DC, most famously including the Smithsonian Castle (1847-1848). Quarrying operations ceased around 1900. The Seneca Stone Cutting Mill, one of only two remaining buildings standing in ruins from the historic quarry, is on the east side of the quarry, directly adjacent to the C&O Canal NHP, and is being transferred from the State of Maryland to the NPS. The mill was constructed of Seneca

stone c. 1828-1830 and active until 1900. Using water from the Canal to power its water wheel and later a turbine, the mill used a toothless blade to cut sandstone at a rate of an inch an hour, and cut granite and stone shipped from neighboring quarries. The extraction of Seneca red sandstone was foundational to the economic growth of the capital city and its connections westward during the nineteenth century.

Less is known, however, of the everyday lived experiences of the people who worked in the quarries. The African American community at Seneca was established at least 125 years ago by formerly enslaved people who worked in the sandstone quarries and mill. The quarry's active years also fell during an epoch which encompassed pivotal historical events such as the growth of the early American Republic, slavery and resistance, the Civil War, Reconstruction, and the growth of free Black communities in Maryland. Modern descendants live on nearby Berryville Road, where there is still an active church community, and a historic cemetery near the Seneca Quarry site may connect family histories past and present.

Primary research questions for the project include the following: What is the pre and post emancipation social history of the site and connected communities? How should NPS approach the work of preserving the history of the people who lived and worked at Seneca Stone Cutting Mill? What opportunities, if any, exist regarding collaborations with the descendent community there? The historic resource study will synthesize existing documentation of the site, expand research on its African American history, and provide the NPS with foundational information for understanding the potential significance of park resources to local communities and broader publics.

### **Purpose**

This Historic Resource Study will provide critical information regarding the African American experience and its relation to the Seneca Quarry, Stone Cutting Mill, a historic cemetery, and the C&O Canal from the early 19<sup>th</sup> century through the present.

The study will include, but is not limited to, the following specific thematic issues and topics. This list of themes does not establish an order of chapters. The Principal Investigator will determine the most meaningful organization based on preliminary research.

#### **1. General historical context, conditions, and management of the Seneca Quarry**

This theme should summarize and supplement existing documentation to provide context for the industrial development and abandonment of the Seneca Quarry in the 19<sup>th</sup> century and its historical and contemporary relationship with the C&O Canal. The study should also discuss current ownership and management of these and related resources and provide an overview of current site access, conditions, and interpretation.

## **2. African American history at the Seneca Quarry complex**

This theme should collect research sources and develop new historic context and interpretation for African American history of the Seneca Quarry, Mill, and cemetery, in connection with the histories of the C&O Canal, the growth of settlement in Montgomery County, MD, and Washington, DC, and events and themes in regional African American history. Research may yield new information on topics such as enslavement, wage labor and other forms of work directly and indirectly supporting the quarry or canal, freedom seeking, Black experiences during the Civil War, Reconstruction, impacts of white supremacy and racial violence, and development of communities and community institutions in the vicinity of the Seneca Quarry during the period of study.

## **3. Connections to African American communities**

This theme should address the historical and social contexts behind the emergence of the African American community on Berryville Road in the vicinity of the park and identify any previously unknown connections between African American quarry or mill workers and other communities in the area (whether historical or contemporary). This section should emphasize specific people, institutions, or other material or immaterial elements inside and outside NPS lands that were important to these communities. This theme may also address important changes in the community during the 20<sup>th</sup> and 21<sup>st</sup> centuries, and relationships with NPS, to the extent that they can inform recommendations for NPS site management and interpretation, although these periods are outside of the focus for historical research.

## **4. Conclusions and Recommendations**

The conclusion of the report should summarize the study and make recommendations for its use, as well as future research. Recommendations should tie the cultural resources under park management to major threats or challenges facing the park, needs for future research, and approaches to interpretation, education, and community engagement that may help NPS develop stronger relationships with African American descendant communities, students, and park visitors.

### **Technical Requirements**

The final approved Historic Resource Study will be provided in both printed form (10 copies) and as a digital file (PDF format) and contain all sections described below and include footnotes. All citations and formatting will be according to the most recent edition of the Chicago Manual of Style.

The following overview details the major sections that must comprise the Historic Resource Study:

## **Front Matter**

1. Cover Page
2. Executive Summary
3. Table of Contents: The table of contents must list the titles of all major divisions and the first level (principal) subdivisions in the study and provide page numbers for all major divisions.
4. List of Illustrations: A list of illustrations must include captions and give page numbers for photographs, figures/illustrations, maps, and other forms of graphics subject matter. If warranted, separate lists for specific types of illustrations may be used.
5. Acknowledgments: The acknowledgments must include any obligatory or appropriate personal or organizational acknowledgments.
6. Preface: The preface must contain background information about the scope of the research preparation of the study. It will discuss research methods and summarize major findings.
7. List of Abbreviations and/or Acronyms: This list must include nonstandard abbreviations and acronyms used in the report. The spelled-out version of a term should be given the first time the term appears within the study.

## **Text or Main Body of the Report**

8. Introduction: The introduction must include general background information on the geographic location, history, and significance of the Seneca Quarry and Stone Cutting Mill.
9. Historical Data/Narrative and Analysis: This section represents the main body of the product. This section must address the topics/themes described in the scope of work above and should be split into multiple chapters, logically organized, to address these themes. This narrative must synthesize existing research and provide primary research, as appropriate. Use of primary sources, including oral history interviews, in writing this section is critical. Photographs, maps, charts, and other figures will be used as necessary to enhance the text and placed within the text rather than as a separate section. The overview history must contain footnotes (rather than end notes or reference notes).
10. Conclusion: The epilogue (or conclusion) must consist of a closing statement that provides further comment, if appropriate, on the interpretation and use of the information found in the study.
11. Research Recommendations: These recommendations must include a discussion of topics for future study, including an indication of why the author thinks they are relevant to park management and reference to any known sources that might be useful for this future research.

## **Back Matter**

12. Appendices: The appendices should include copies of key documents and data

- including but not limited to:
- a. Appendix 1. Timeline of major events
  - b. Appendix 2. Maps
  - c. Other appendices as necessary
13. Bibliography: The annotated bibliography must list the primary and secondary source materials researched and used for the preparation of the study. The bibliography will be broken into sections by kinds of materials (i.e., primary and secondary sources, etc.) as directed in The Chicago Manual of Style.
14. Index

Illustrations: A limited number of illustrations should appear at the appropriate place within the relevant chapters. Colored illustrations and maps shall be reproduced in color. After reviewing requests by Principal Investigator, the park will provide reproductions of historic photographs and other illustrations in park collections. Wherever possible, the Principal Investigator should choose illustrations that are in the public domain. The Principal Investigator is responsible for the cost of all reproductions and for securing copyright permission, where applicable. There is a small amount of funding available to reimburse the Principal Investigator for these costs. All illustrations should be labeled with captions that fully identify the subject, where published (if published), and provide credit lines identifying where the original can be found. Illustrations should be numbered and referred to by number in the text. A full list of illustrations with captions will be included following the table of contents. Copies of permission agreements, grouped together and clearly labeled, must be included in the research materials that are turned over to the park at the completion of the project.

### **Required Principal Investigator Qualifications**

The minimum professional qualifications in history are a graduate degree in history or closely-related field plus one of the following:

1. At least two years of full-time experience in research, writing, teaching, interpretation, or other demonstrable professional activity with an academic institution, historic organization or agency, museum, or other professional institution, or
2. Substantial contribution through research and publication to the body of scholarly knowledge in the field of history.
3. Past Experience – to include at least 3 years similar, successfully completed projects within the last 5 years.

### **Additional Qualifications**

Knowledge, skills, and ability in the following:

- Organize data and analyze and interpret its authenticity and relative significance;
- Gather historical data from sources such as archives, court records, diaries, news files, and photographs, as well as collect data sources such as books, pamphlets, and periodicals;

- Conduct historical research as a basis for the identification, conservation, and reconstruction of historic places and materials;
- Conduct historical research and publish or present findings and theories;
- Organize information for publication and for means of dissemination;
- Collect detailed information on individuals for use in the preparation of biographies;

**B. PROJECT SCHEDULE AND PRODUCTS:**

All work specified shall be completed in accordance with the following schedule. All work specified shall be completed no later than twenty-one months from the kick-off meeting. The NPS will provide comments to the PI and ASALH on the detailed narrative outline and the draft of one chapter within 30 days of receipt of these products. The NPS will provide comments on the first, second, and final drafts within 45 days of receipt.

<b>PRODUCT</b>	<b>DETAILED DESCRIPTION</b>	<b>DUE</b>
Kick-off Meeting	Consult with NPS staff to schedule an on-site orientation meeting with the park staff and the NPS regional office to discuss content, location of source material, access to documentary resources, research goals, schedule, and project deliverables, including specifying the knowledge transfer outcome(s). The NPS will provide a tour to acquaint the PI and ASALH with the park and its resources.	September 2021
Detailed Outline	Conduct sufficient preliminary research to complete a research plan and detailed outline. Address the topics and issues specified in the Statement of Work. The outline should contain all pertinent information necessary for sound decisions to be reached regarding further topical research and content of the final report. It should also include a list of all repositories consulted. If necessary, following NPS review, a meeting or conference call may be scheduled to develop	Late January 2022

<b>PRODUCT</b>	<b>DETAILED DESCRIPTION</b>	<b>DUE</b>
	further the final content of the study. An approved outline will result from this review.  <i>NPS review period: 30 days</i>	

Draft of Sample Chapter	<p>The chapter draft submitted should be a substantive chapter from the main body of the report. The submitted chapter will adhere to the format for the first draft.</p> <p><i>NPS review period: 30 days</i></p>	No later than 4 months after NPS returns outline comments
First Draft of Study	<p>The first draft will consist of a 66% completed report, including draft front matter, footnotes, bibliography, and draft illustrations and maps. NPS and ASALH will review and meet with Dr. Hollis to discuss feedback. The PI will inform NPS of major questions so that NPS can assist with bringing the project to substantial completion.</p> <p><i>NPS and ASALH review period: 45 days</i></p>	No later than 5 months after NPS returns chapter comments
Second Draft of Study	<p>The second draft will be submitted for peer review in addition to NPS review. In addition to meeting the requirements for the first draft, PI will be responsible for:</p> <ul style="list-style-type: none"> <li>• obtaining copyright permission and providing appropriate credit line for government printing of all images</li> <li>• providing images as digital images in high resolution jpg or tif format suitable for printing – see NCR Formatting Guidelines</li> <li>• identifying images by subject, publication information, and location of original</li> </ul> <p><i>NPS and peer review period: 45 days</i></p>	No later than 5 months after NPS returns first draft comments
Final Study	<p>In addition to meeting the requirements for the second draft (except for line numbers), Recipient will select an appropriate illustration for the cover and may provide a descriptive title.</p> <p>Submissions: 5 copies printed and spiral bound. 5 copies on archival CDs in .pdf format. Original formatted MS word document, images used in the report, and any scanned resource material submitted on external hard drive.</p>	No later than 3 months after NPS and peer reviewers return second draft comments

PRODUCT	DETAILED DESCRIPTION	DUE
	Copies of all research notes shall be submitted to the NPS. Also, copies of permission agreements, grouped together and clearly labeled, must be included in the research materials that are turned over to the park at the completion of the project.	
Transfer of Knowledge	Recipient and NPS will agree on Transfer of Knowledge format and venue (e.g. presentation(s) at parks, classroom presentation to park staff, development of web material) and collaborate to share results of study.	No later than 1 month after completion of editing of final.

**Proposal Submissions**

For evaluation purposes, proposals should provide sufficient information as to assist ASALH in determining the most qualified Principal Investigator for the project. Interested parties should submit a written proposal that includes the following:

- Name of the individual(s) that would be working on the project and their proposed area(s) of responsibility.
- A curriculum vitae.
- A minimum of at least 3 similar, successfully completed projects within the last 5 years.
- Information on projects of a similar nature and of significant work completed by the Principal Investigator candidate in the past five (5) years. Include specific dates and types of services provided, and highlight success in meeting work schedules, project budgets, and product deadlines.
- A list of references (at least three (3), but not more than five (5)) that may be contacted. The Principal Investigator candidate must return three (3) reference questionnaires from projects of similar scope within the last five (5) years.
- A short narrative that responds to the scope of work as described in this RFP, which demonstrates the Principal Investigator candidate’s proposed approach to the project and capability to accomplish the desired goals.
- Resumes of key personnel (Not to exceed two (2) pages on each resume). This factor will be used to evaluate documented evidence of the candidate’s ability to provide key personnel who meet all contract qualifications requirements. Proposed key personnel must meet all minimum requirements specified in the RFP for the duties/positions they are proposed to perform. Historian specializing in African American history, particularly of Civil War and Civil Rights history, strongly preferred.
- A proposed project Schedule A
- A proposed budget.



**All proposals must be received no later than 5:00 pm EST on November 29, 2021.** They should be prepared simply and economically, providing a straight forward, concise description of the Principal Investigator candidate's qualifications and capabilities to satisfy the requirements of this RFP. Proposals may be submitted via email in electronic format (MS Word or PDF format) to Ms. Kay Phillips, ASALH Project Manager, at [nps@asalh.org](mailto:nps@asalh.org). ASALH will confirm receipt of submissions. However, if there are any issues (e.g., with the attachments working correctly), the Principal Investigator candidate is responsible for resolving these issues with an alternative submission method acceptable to ASALH and NPS.

### **Selection Criteria**

Submittals will be evaluated and ranked based on the following factors, presented in no particular order:

- Qualifications of Principal Investigator candidate.
- The extent to which the proposal addresses the project's purpose and scope of work.
- Experience in conducting historical research for historical biographies, publications, and disseminating research using several forms of distribution.
- Knowledge of use and means of primary resources, searching through digital and hard copy archives, and basic historical interpretation.
- Demonstrated capability of meeting projected deadlines and successfully completing contracts of this type.
- Past performance and references.
- Proposed project schedule.

### **Available Funding**

The stipend for the Principal Investigator of this project is \$38,625. Funding is available to pay for research assistant(s). Additionally, funding is set aside to pay for limited travel for the PI with associated expenses.

### **Terms and Conditions**

- A. ASALH reserves the right to reject any and all proposals, and to waive minor irregularities in any proposal.
- B. ASALH reserves the right to request clarification of information submitted, and to request additional information from any Principal Investigator candidate.
- C. ASALH and NPS shall not be responsible for any costs incurred by Principal Investigator candidates in preparing, submitting or presenting its response to this RFP.
- D. All completed nominations and executive summaries must fully comply with Section 508 accessibility standards (<https://www.section508.gov/content/build/create-accessible-documents>) for electronic documents.

E. Any and all rights to work produced through his project will be vested in the Department of the Interior, National Park Service, including any copyrights.

F. The selected Principal Investigator must also comply with all applicable provisions of [OMB Circular A-110 A-110 REVISED 11/19/93 As Further Amended 9/30/99](https://obamawhitehouse.archives.gov/omb/circulars_a110/).  
([https://obamawhitehouse.archives.gov/omb/circulars\\_a110/](https://obamawhitehouse.archives.gov/omb/circulars_a110/))

### **Questions**

Respondents are invited to submit written questions requesting clarifications or explanations of the information contained in this RFP. Please direct all proposal or contract-related questions to Ms. Kay Phillips, ASALH Project Manager, at [nps@asalh.org](mailto:nps@asalh.org).