

**AFRICAN AMERICAN CIVIL RIGHTS IN RHODE ISLAND:
Statewide Survey
and
Multiple Property Submission
to the
National Register of Historic Places**

**REQUEST FOR PROPOSALS
September 8, 2022**

The Rhode Island Historical Preservation & Heritage Commission (RIHPHC) is seeking a preservation consultant to complete a statewide survey of sites associated with the pre-20th-century struggle for African American civil rights in Rhode Island, to prepare a National Register of Historic Places Multiple Property Documentation Form (MPDF) for the theme “African American Civil Rights in Rhode Island,” and to prepare individual National Register of Historic Places Registration Forms for four related properties. Together, the MPDF and the Registration Forms constitute a Multiple Property Submission (MPS). This project will build off and expand upon the RIHPHC’s [statewide survey](#) of 20th-century African American civil rights sites, completed in 2019 in partnership with the Rhode Island Historical Society and the Rhode Island Black Heritage Society.

1. Authority

This project is sponsored and will be administered by the RIHPHC, with funds made available by the U.S. Department of the Interior, National Park Service (NPS), under a Historic Preservation Fund grant. The RIHPHC will manage the consultant selection process and enter into a contract with the selected consultant. The selected consultant must be approved by the NPS and must meet the [professional qualification standards](#) detailed in 36 CFR Part 61. All work must be performed in accordance with the Secretary of the Interior’s *Standards and Guidelines for Archeology and Historic Preservation*.

2. Project Funds

A maximum of \$48,000 in federal grant funds is available for the project. No additional funding is available.

3. Project Background and Goals

The project is being funded by the [NPS Underrepresented Communities Grant Program](#), a competitive grant program intended to diversify the nominations submitted to the National Register of Historic Places (National Register). Over 21,000 properties in Rhode Island are listed in the National Register, but very few of these properties are listed for their significance to people who have historically been marginalized by the dominant culture. The RIHPHC recently completed a [statewide historic preservation plan](#) that identifies five broad goals for preservation in Rhode Island, one of which is to “Prioritize equity and representation to ensure that the historic resources we recognize, preserve, protect, and celebrate reflect Rhode Island’s diverse heritage.” A corresponding objective is to “Take proactive,

concrete steps to contribute to the diversification of the historic preservation field and the operations of the RIHPHC” by, among other things, identifying, surveying, evaluating, and nominating to the National Register properties that represent the history and cultural heritage of underrepresented communities.

The project is a follow-up to and expansion of the statewide survey of 20th-century African American civil rights sites, completed in 2019. The survey identified 75 historic properties with significant civil rights associations, 14 of which were evaluated as potentially eligible for individual listing in the National Register. To date, we have received permission from the owners of six of these properties to pursue National Register nominations.

The project’s immediate goals are to identify additional Rhode Island sites significant to the African American civil rights movement, produce an MPDF for the theme “African American Civil Rights in Rhode Island,” and nominate four properties to the National Register (final selection of properties is dependent on further evaluation of integrity, property type, construction date, and geographic distribution, among other factors). In addition, the RIHPHC hopes that the project will result in a more complete understanding of Rhode Island’s African American civil rights history, from the colonial period through the early 21st century; encourage the future nomination of additional sites to the National Register using the MPDF; raise awareness of Rhode Island’s African American civil rights history; and serve as a model for how to approach the survey and nomination of places significant to other underrepresented and historically marginalized people.

4. Scope of Work and Work Products

The Scope of Work includes researching Rhode Island’s pre-20th-century African American civil rights history, a period not covered by the 2019 survey; identifying and surveying sites associated with the pre-20th-century struggle for civil rights and evaluating their National Register eligibility; preparing an MPDF for the theme “African American Civil Rights in Rhode Island;” nominating four related properties to the National Register; and participating in two in-person public meetings. In addition, the consultant will meet with RIHPHC staff regularly, including at key project milestones, over the course of the project; some of these meetings may be held virtually. The consultant will also be required to submit monthly progress reports for the duration of the project.

Work products include RIHPHC Historic Building Data Forms (a.k.a. survey forms) for up to 50 properties, a Survey Report, the MPDF, individual National Register Registration Forms for four properties, and public meeting presentations.

A more detailed discussion of the Scope of Work and associated Work Products follows. Note that some phases of the project overlap with one another, in terms of timeline.

Phase One (November 2022-August 2023)

- In partnership with RIHPHC staff, the consultant will develop a community outreach plan and conduct targeted outreach to/consultation with community organizations and contacts who may have an interest in the project and/or information to share. A preliminary list of organizations is included as an appendix to this Request for Proposals.
- In addition, a public meeting will be held at which the consultant will introduce the project and invite public comment; the meeting will take place after the consultant has begun but not yet completed historical research, allowing time to incorporate information from community members.

- The consultant will research African Americans' fight for equal rights in Rhode Island before the 20th century. The consultant will review primary and secondary sources to document examples of resistance to enslavement in Rhode Island; efforts to preserve African culture and identity; the gradual emancipation of enslaved people in Rhode Island; and the fight for equality in education, voting, housing, employment, and other spheres. Research should be conducted with an eye toward identifying sites associated with people, organizations, and events significant to the pre-20th-century struggle for African American civil rights.
- The consultant will create a list of extant sites associated with people, organizations, and events significant to the pre-20th-century fight for African American civil rights in Rhode Island and confirm which of those sites are already listed in the National Register.
- From this list, the consultant will identify up to 50 extant sites to be surveyed, prioritizing sites that are not already listed in the National Register; the list of properties to be surveyed will be created in consultation with RIHPHC staff.
- The consultant will document each of those 50 sites on an RIHPHC survey form and provide a preliminary evaluation of each property's potential National Register eligibility.
- The consultant will prepare a narrative, illustrated Survey Report that summarizes the historical research findings, survey effort, and National Register recommendations.

Phase One Work Products include:

- A community outreach plan, developed in partnership with RIHPHC.
- A PowerPoint presentation, for delivery at a public meeting, that introduces the project, provides initial research findings, identifies research gaps, and solicits community input.
- Completed RIHPHC Historic Property Data Forms (a.k.a. survey forms), with photograph(s), for up to 50 properties.
- A narrative Survey Report that includes:
 - a methodology statement
 - a context statement that summarizes the research into Rhode Island's pre-20th-century African American civil rights history and identifies and analyzes property types that relate to that history
 - a survey summary that includes the full list of extant sites associated with people, organizations, and events significant to the pre-20th-century fight for African American civil rights in Rhode Island, along with their current National Register status; and a list of the sites that were surveyed, including preliminary evaluations of National Register eligibility
 - map(s) showing the locations of the properties on the full list of extant sites and the surveyed properties
 - illustrations, such as photographs (historic and contemporary), that support the narrative
 - bibliography, including a list of organizations and people contacted
- *Note: The Survey Report and survey forms should be similar to those produced for the 2019 survey of 20th-century African American civil rights sites in terms of organization, presentation, depth of research, and level of detail.*
- *Note: The Survey Report and survey forms will first be submitted to the RIHPHC in draft form for review and comment. The consultant will address edits/comments before submitting final drafts. Work products should be submitted in electronic form, as Word and pdf files. Photographs should be embedded in the survey forms, but also submitted separately as high-resolution jpg files.*

Phase Two (August 2023-May 2024)

- The consultant will prepare a National Register of Historic Places Multiple Property Documentation Form (MPDF) for the theme “African American Civil Rights in Rhode Island,” which will establish a historic context for Rhode Island’s African American civil rights history, from the colonial period through the early 21st century, and identify property types that illustrate that context. In preparing the MPDF, the consultant will 1) use information from the 2019 Survey Report, which focuses on 20th-century African American civil rights sites, 2) use information from the Survey Report produced in Phase One of this project, which focuses on the pre-20th-century period, and 3) gather general contextual information about the struggle for African American civil rights from ca. 1975 to the early 21st century.
- The consultant will work with RIHPHC staff to select four sites related to the MPDF for individual nomination to the National Register in Phase Three of this project. Properties will be selected from those sites identified as potentially eligible in the 2019 Survey Report and the Survey Report produced in Phase One of this project. Properties will be selected based on owner consent/interest, relative historical significance, exterior and interior integrity (an evaluation of which may require site visits), and other factors, and will be subject to preliminary approval by the State Review Board.
- A public meeting will be held at which the consultant will discuss the MPDF, explain the next phase of the project, and solicit public comment; the public meeting will be held after substantial work on the MPDF has been completed but before it has been finalized, to allow for community input.

Phase Two Work Products include:

- Completed National Register of Historic Places MPDF for the theme “African American Civil Rights in Rhode Island,” to include:
 - Statement of Historic Contexts
 - Associated Property Types
 - Geographical Data
 - Summary of Identification and Evaluation Methods
 - Bibliographical References
- A summary of the four sites related to the MPDF that are recommended for individual nomination to the National Register in Phase Three of this project, including reasons for their selection.
- A PowerPoint presentation, for delivery at a public meeting, that summarizes the information in the MPDF (historic contexts and associated property types, with examples), introduces the next phase of the project, and solicits community input.
- *Note: The MPDF will first be submitted to the RIHPHC in draft form for review and comment. The consultant will address edits/comments before submitting final drafts. Work products should be submitted in electronic form, as Word and pdf files.*

Phase Three (December 2023-December 2024)

- The consultant will prepare individual National Register of Historic Places Registration Forms for each of the four selected properties. To that end, the consultant will conduct fieldwork; take digital photographs; conduct research, as required; prepare architectural descriptions and statements of significance; and create maps.

Phase Three Work Products include:

- Completed National Register of Historic Places Registration Forms for four properties significant to Rhode Island’s African American civil rights history, each of which will include:
 - Narrative Description
 - Narrative Statement of Significance
 - Bibliography
 - Geographical Data, including maps
 - Additional Documentation, as required (e.g., historic images)
 - Photographs
- *Note: The National Register of Historic Places Registration Forms will first be submitted to the RIHPHC in draft form for review and comment. The consultant will address edits/comments before submitting final drafts. Work products should be submitted in electronic form, as Word and pdf files. Photographs should be submitted as high-resolution jpg files.*

5. Project Schedule

The *African American Civil Rights in Rhode Island: Statewide Survey and Multiple Property Submission* project is being funded through a grant from the National Park Service and must be completed by December 31, 2024. Note that some phases of the project overlap with one another.

Tasks in italics will be completed by RIHPHC staff and are not the consultant’s responsibility.

Phase One	
<i>Request for Proposals issued</i>	<i>September 8, 2022</i>
Proposals due	September 30, 2022
<i>Consultant hired</i>	<i>October 21, 2022</i>
Project kick-off meeting	October 28, 2022
Outreach/consultation with community organizations	November – December 2022
Research and identification of extant sites	November 2022 – March 2023
Public meeting	March 2023
Survey of extant sites and evaluation of potential National Register eligibility	March – May 2023
Draft work products submitted to RIHPHC	June 2023
<i>Draft work products returned to consultant, with comments</i>	<i>July 2023</i>
Final work products submitted to RIHPHC	August 2023
Phase Two	
Preparation of MPDF	August – November 2023
Selection of four sites related to the MPDF to be individually nominated to the National Register in Phase Three	October 2023

Public Meeting	October 2023
Draft work products submitted to RIHPHC	December 2023
<i>Presentation of four sites selected for individual nomination to the National Register to the State Review Board, for preliminary approval</i>	<i>December 2023</i>
<i>Draft work products returned to consultant, with comments</i>	<i>January 2024</i>
Final work products submitted to RIHPHC	February 2024
<i>Presentation of MPDF to State Review Board, for final approval and to RI Historical Preservation & Heritage Commission, for endorsement</i>	<i>April 2024</i>
<i>Submission of MPDF to NPS</i>	<i>May 2024</i>
Phase Three	
Preparation of National Register nominations	December 2023 – May 2024
Draft work products submitted to RIHPHC	June 2024
<i>Draft work products returned to consultant, with comments</i>	<i>July 2024</i>
Final work products submitted to RIHPHC	August 2024
<i>Presentation of National Register nominations to State Review Board, for final approval and to RI Historical Preservation & Heritage Commission, for endorsement</i>	<i>October 2024</i>
<i>Submission of NR nominations to NPS</i>	<i>November 2024</i>
<i>Final Grant Report submitted to NPS</i>	<i>December 2024</i>
Project Completion	December 31, 2024

Note: In addition to the benchmark deadlines listed above, there will be regular meetings between RIHPHC staff and the preservation consultant over the course of the project, including at key project milestones. Some of these meetings may be held virtually.

Note: The consultant will be required to submit monthly progress reports for the duration of the project.

6. Qualifications

The preservation consultant will submit a statement of their qualifications to perform the above services, sufficient to meet the requirements of “Professional Qualification Standards” of 36 CFR 61. Proposals should include:

- A narrative statement describing the consultant’s approach to and understanding of the project, including proposed changes to the project schedule or sequencing, if any
- A narrative statement of qualifications, including examples of recent, similar projects
 - Consultants with experience completing National Register of Historic Places Multiple

Property Submissions and with experience documenting sites associated with the history of underrepresented communities are preferred

- A narrative statement regarding the consultant’s approach to developing a community outreach plan that meaningfully engages individuals and groups with an interest in the project and/or information to share. Ideas about creative methods of outreach, in addition to the public meetings, are welcome.
- Resumes for key project personnel and an explanation of roles on the project
- A minimum of three references with contact information
- A project schedule, including public meetings and project meetings with RIHPHC staff
- A cost proposal, broken down by task and correlated to the project schedule

Note: The cost proposal must show hourly rates of all project personnel. Hourly rates may not exceed \$101.38 (120% of a Federal Civil Service GS-15, step 10 salary per project location).

Note: The total fee may not exceed \$48,000

The consultant will be selected based on related work experience, ability to produce the required work products according to the project schedule and within the project budget, and references.

7. Submission Deadline

Proposals are due on **September 30, 2022**. Proposals may be mailed or delivered electronically (preferred) to the address listed below:

Joanna Doherty
Principal Architectural Historian
RI Historical Preservation & Heritage Commission
150 Benefit Street
Providence, RI 02903
joanna.doherty@preservation.ri.gov

8. Rejection of Proposals

The RIHPHC reserves the right to reject any or all proposals.

9. Questions

Questions related to this RFP may be submitted via email to Joanna Doherty at the Rhode Island Historical Preservation & Heritage Commission: joanna.doherty@preservation.ri.gov.

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**APPENDIX:
Preliminary List of Community Organizations for Consultation
(not exhaustive)**

African American Ambassador Group
Black Lives Matter
Brown University
Cape Verdean American Community Development
Cape Verdean Museum
DARE
East Providence Historical Society
Haus of Glitter
Heritage Alliance of Pawtucket
Mount Hope Community Center
NAACP Providence
Nonviolence Institute
Providence College
Providence Municipal Reparations Commission
Providence Preservation Society
Rhode Island Black Heritage Society
Rhode Island College
Rhode Island Council for the Humanities
Rhode Island Historical Society
Rhode Island Slave History Medallions project
Roger Williams University
Salve Regina University
Sankofa Community Connection
South Providence Neighborhood Association
St. Martin de Porres Center
Stages of Freedom
University of Rhode Island
Urban League of Rhode Island