

National Park Foundation  
Request for Proposals (RFP)

Facilities Project Management Consultant

Birmingham Civil Rights National Monument  
and  
Freedom Riders National Monument

**August 20, 2020**

**Proposal Deadline: 5:00 pm EST, Friday, September 11, 2020**

**RFP Contents:**

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**A. PROJECT OVERVIEW**

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[The National Park Foundation \(NPF\)](#) is the official charitable non-profit partner to the National Park Service (NPS). NPF, in partnership with NPS, is pleased to announce that it is accepting proposals for a Facilities Project Management Consultant from experienced individuals and companies to support project management at Birmingham Civil Rights National Monument (BICR) and Freedom Riders National Monument (FRRI).

In 2017, Birmingham Civil Rights National Monument was created by presidential proclamation to commemorate, preserve, and interpret to the public, the struggle for human and civil rights that played out in Birmingham in the 1950s and 1960s. Within the monument are several prominent historic structures and landscapes that were pivotal to the events of 1963 and to the continued historic significance and relevance of the monument.

Through collaboration with partners, Birmingham Civil Rights National Monument preserves and interprets the events, stories, and places associated with the nonviolent struggle against racial segregation in Birmingham, Alabama, during the mid-20th century events that in 1963 propelled human and civil rights to the forefront of the American conscience.

In the spring of 1961, small interracial bands of “Freedom Riders” set out to challenge discriminatory state laws and local customs that required that races be separated on buses and in bus station facilities like waiting areas, lunch counters, and restrooms. Their journey was one of dozens of planned interstate bus trips designed to test if bus station facilities in the Deep South were complying with U.S. Supreme Court decisions.

Today, the National Park Service manages the Greyhound bus dept in Anniston, Alabama, and the bus burning site six miles outside of town in Calhoun County. These two properties make up the discontinuous units of Freedom Riders National Monument. The Trailways station is interpreted on the City of Anniston’s Civil Rights Trail, and it, along with other resources across the South that are necessary to the understanding of the Freedom Rides, contribute to the significance of the national monument.

Freedom Riders National Monument fosters reconciliation and racial healing by commemorating the stories, places, and people involved in the 1961 Freedom Rides, a nonviolent campaign that brought national attention to the brutal reality of segregation in the South and forced the federal government to take action toward ending segregation in interstate travel.

NPF seeks proposals from individuals and companies with diverse backgrounds and experiences.

The Consultant will be an independent consultant and not an employee of NPF or NPS.

## **B. SCOPE OF WORK**

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NPF and NPS will jointly recruit the Facilities Project Management Consultant. The Consultant will coordinate with the Park's assigned NPS project manager and report directly to NPF. The Consultant will coordinate multiple facilities projects, such as the A.G. Gaston Restoration, Freedom Riders Bus Depot Restoration, and the Mural Building Rehabilitation. The Consultant will operate from an NPS office located in Birmingham, AL, for a one-year term, with the option to extend the contract, at the sole discretion of NPF.

### **ESSENTIAL FUNCTIONS/DUTIES/TASKS:**

- Initiate, guide and manage design and facilities projects from inception through post construction.
- Coordinate project scope, schedule, design/construction cost estimates and financing procedures with NPS.
- Initiate purchase requests for design task orders and facilities contracts.
- Serve as the contracting officer representative on assigned projects.
- Evaluate projects against time phased schedules and budget requirements.
- Coordinate with NPS in resolving technical, budget and scheduling problems as needed and develop corrective actions to ensure successful project accomplishment.
- Serve as a primary point of contact to provide technical guidance to an integrated professional team for completion of design and facilities.
- Evaluate project design, end products and services.
- Apply theories, concepts, and principles practiced in the science of professional General Engineering, Landscape Architect and Architect to execute and manage multi phased design/construction projects for historic and contemporary structures.
- Serve as a technical point of contact for parks, support offices, regions and programs.
- Coordinate with compliance specialists, compliance and Architectural and Engineering (A/E) firms, Construction Management (CM) firms, construction contractors, parks and region staff to help ensure compliance, quality, scope and programming criteria are maintained.
- Coordinate review of submittals and work of onsite contracted construction management inspector.
- Participate in the selection process for A/E contractors.
- Provide technical guidance relating to A/E contracting procedures and policies.
- Serve as a Contracting Officers Representative (COR) or as the alternate COR.
- Identify discipline needs and selection criteria for A/E selection and service.
- Negotiate A/E services, construction management services, and construction contracts.
- Work with A/E firms, construction management firms and construction contractors to resolve outstanding project issues.
- Make decisions regarding the identification and definition of project goals and objectives.
- Determine resources, products, schedules, estimates costs and establishes milestones.
- Solve problems and negotiates compromises and resolutions to meet scheduling, quality and budgeting goals.
- Establish critical project milestones using project management software.

- Conduct public contact sessions regarding planning issues and alternatives to ensure the accomplishment of the project.
- Coordinate with NPS to design the project-work plan with enough detail to show the relationship between the objectives, tasks, and milestones. The work plan must be clear, suitable, and feasible.
- Develop and maintain effective working relationships with NPS staff and key stakeholders.
- Participate in project meetings with NPF, NPS, contractors, consultants, and partners.
- Communicate required actions, deadlines, and track progress with the schedule.
- Confer with park management on issues, approaches, and options that arise in developing and carrying out assignments.
- Prepare monthly written updates to NPS, NPF, stakeholders, and the public.

**REQUIRED KNOWLEDGE, SKILLS, AND ABILITIES:**

- The Consultant shall be able to develop projects with defensible value analysis, preferred options, specifications, drawings, etc.
- The Consultant shall be able to translate organization vision into a project vision
- The Consultant shall have the ability to identify key issues and problems and pick the best choice among alternatives
- The Consultant will be able to make timely decisions and to take action reflective of NPS policy and objectives
- The Consultant shall have the ability to provide information regarding tasks, plans, schedule, strategies, and organizations structure to stakeholders.
- Broad working knowledge of the organization and functioning of the National Park Service
- The Consultant shall provide proof of general liability insurance coverage at an amount to be agreed upon by the NPF and the Consultant.

**CONSULTANT FEE**

The selected Consultant shall be paid a compensation of \$100,000 for a 12-month period, with the option to extend the contract at the sole discretion of NPF.

**C. TIMELINE**

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**DATE:** Deadline for proposal due to NPF by September 11, 2020 at 5:00 PM EST  
**DATE:** Contract award decision: October 2020  
**DATE:** Contract Execution: November 2020

**D. EVALUATION CRITERIA**

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All applications will be reviewed by a selection committee comprised of representatives from the National Park Service and the National Park Foundation. Selection will be based on the applicant’s ability to meet and exceed program requirements and required outcomes. The selected contractor will enter into an agreement with the National Park Foundation, which will serve as the contracting party and funder of this position.

**E. SUBMISSION INSTRUCTIONS**

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**Each applicant must submit their proposal on or before 5:00 pm EST, Friday, September 11, 2020.**

**Proposal Packet Must Include:**

Cover letter, resume and/or CV, qualifications, examples of similar past projects (preferably with the National Park Service), the dollar amount of general liability insurance coverage, or evidence of insurability (quote from insurance service provider).

**Proposals must be submitted via email to:**

Angel Thompson  
Project Manager, Cultural Resources  
National Park Foundation  
202.796.3144  
[AThompson@nationalparks.org](mailto:AThompson@nationalparks.org)