

**March 2024**

**REQUEST FOR PROPOSALS**  
**HISTORIC CONTEXT FOR 19<sup>TH</sup> - 20<sup>TH</sup> CENTURY HOMESTEADS IN**  
**CENTRAL OKLAHOMA**

**Project No. 24-503**

**I. INTRODUCTION**

The Oklahoma Historical Society, State Historic Preservation Office (OKSHPO), is soliciting proposals to undertake the development of a Historic Context for 19<sup>th</sup> - 20<sup>th</sup> Century Homesteads in Central Oklahoma (Kingfisher, Logan, Payne, Canadian, Oklahoma, Lincoln, Cleveland, and Pottawatomie counties). According to the National Park Service’s National Register Bulletin, “How to Apply the National Register Criteria for Evaluation,” a historic context is “an organizing structure for interpreting history that groups information about historic properties that share a common theme, common geographic area, and a common time period. The development of historic contexts is a foundation for decisions about the planning, identification, evaluation, registration and treatment of historic properties, based upon comparative historical significance.”

A historic context is a unit created for planning purposes that groups information about historic properties based on a theme, specific time period, and geographical area. Historic context material is found in National Register of Historic Places nominations, survey contexts, and other sources. The State Historic Preservation Office last produced detailed historic contexts as products of the comprehensive statewide planning program in the 1980s, and the historic contexts available in this format are available upon request from the OK/SHPO.

Additionally, the Oklahoma Department of Transportation (ODOT) produced an historic context for homesteads in the Oklahoma Panhandle in 2020 (ODOT Research Report Series, No. 6). This document is titled “No Man’s Land: History and Archaeology in the

Oklahoma Panhandle Historic Context and Framework for Archaeological Evaluation of Farms and Ranches from 1886-1946.” A copy is available at the OK/SHPO, and the file can also be accessed through the ODOT Cultural Resources Program website (<http://www.odotculturalresources.info/cultural-resources-reports-that-the-department-has-produced.html>).

The State Plan divides Oklahoma's resources into two categories, prehistoric and historic. Previously, the State Plan divided Oklahoma into management regions (the geographic element for the historic contexts); however, the updates to historic contexts shall view Oklahoma as a whole. Historic context development is an ongoing process and the OK/SHPO has determined that historic management regions are no longer necessary for its State Plan.

A context should be developed for the theme of 19<sup>th</sup> - 20<sup>th</sup> Century Homesteads in Central Oklahoma (Kingfisher, Logan, Payne, Canadian, Oklahoma, Lincoln, Cleveland, and Pottawatomie counties). The discussion should include the following items:

- What are significant research questions posed by 19<sup>th</sup> - 20<sup>th</sup> century farm and ranch properties (Consider the following prompts in developing the list of significant research questions:);
  - Population and settlement trends
  - Changes in land tenure and agricultural activities
  - Construction patterns
  - Patterns and changes in waste disposal (with particular reference to potential midden and feature development)
  - How these processes are linked to broad regional and national economic and consumerism trends; etc.
- How can archaeological studies of 19<sup>th</sup> - 20<sup>th</sup> century farm and ranch properties provide information relevant to the significant research questions
- What archaeological data is necessary to address those significant research questions?

This historic context development will be supported in part by state and federal funds. The overall purpose of this context is to increase the knowledge of 19<sup>th</sup> - 20<sup>th</sup> century farm and ranch properties in central Oklahoma, how 19<sup>th</sup> - 20<sup>th</sup> century farm and ranch properties can be included in the National Register, and facilitate review of federal projects under Section 106 of the National Historic Preservation Act.

The successful applicant for the project will be a Subgrantee of the Oklahoma Historical Society, State Historic Preservation Office, and will be responsible for providing the nonfederal matching share for the effort. An estimated federal share of \$35,000 will be needed for completion of this project. The funding is from the National Park Service, Historic Preservation Fund. This survey project requires a 60/40 matching ratio. The OKSHPO will provide 60 percent of the total project cost, and the Subgrantee will provide the remaining 40 percent matching share. The Subgrantee must demonstrate in the proposal the ability to provide the necessary nonfederal matching share in accordance with *Guidelines for Subgrantees* (available on the OKSHPO website at <http://www.okhistory.org/shpo/rfp.htm>). Applicants must certify that the matching share is available at the time the proposal is submitted.

## **II. WORK TO BE ACCOMPLISHED**

The work to be accomplished consists of the development of a Historic Context for 19<sup>th</sup> - 20<sup>th</sup> Century Homesteads in Central Oklahoma.

### **A. Definition of Context Area**

Central Oklahoma (Kingfisher, Logan, Payne, Canadian, Oklahoma, Lincoln, Cleveland, and Pottawatomie counties)

### **B. Project Objectives**

To ensure the usefulness of the project results as a cultural resources management planning tool, the basic objectives of the activity are:

1. To prepare a regional historic context for 19<sup>th</sup> - 20<sup>th</sup> Century Homesteads in Central Oklahoma

2. To identify and annotate all reference material necessary for completing historic context.

### **C. Documentation**

1. The historic context narrative must be prepared in accordance with the following:

Wyatt, Barbara. "The Components of a historic Context: A National Register White Paper." April 9, 2009.

Little, Barbara, Erika Martin Seibert, Jan Townsend, John H. Sprinkle, Jr. and John Knoerl. "Guidelines for Evaluating and Registering Archeological Properties." National Register Bulletin 36, 2000.

2. The historic context narrative must draw on a combination of archival research, historic map and aerial research, oral interviews, and site visits for at least 10 Centennial Farm and Ranch properties in Central Oklahoma (Kingfisher, Logan, Payne, Canadian, Oklahoma, Lincoln, Cleveland, and Pottawatomie counties). The 10 Centennial Farm and Ranch properties to be used in development of this context shall be determined in consultation with OK/SHPO.
3. An Executive Summary should be created from the historic context narrative.
4. Supporting documentation must be included in appendices:
  - a. Archival research
    - i. Occupational history of property (for each property)
      1. Property owners and relevant occupation information
      2. Economic history
      3. Built environment resources (construction/use of buildings, structures, features) over time.
      4. Locations of potential archaeological deposits associated with specific buildings, structures or agricultural or domestic activities over time.

- b. Historic map and aerial research
  - i. Figures illustrating locations of buildings, structures, agricultural or domestic activities over time as identified by historic map and aerial research.
  - ii. Figures should illustrate locations of potential archaeological deposits.
- c. Oral history interviews with current and former occupants (for as many properties as can be achieved). Include citations for any existing oral history interviews that are utilized.
  - i. Transcripts and/or other documentation of interviews (e.g., recording).
  - ii. Photographs, maps, etc., illustrating locations of potential archaeological materials as identified by current and former occupants.

#### **D. Project Submissions**

##### **1. Project Context**

Following completion of the research, the Subgrantee will prepare a written context document.

- a. The context will address the following topics and be organized as follows: 1) Abstract of report; 2) Introduction; 3) Research design; 4) Project objectives; 5) Area evaluated; 6) Methodology; 7) Results; 8) Types of historic properties present in the context development area; 9) Evaluation methodology (should include the appropriate National Register Criteria for Evaluation related to the individual resources); 10) An annotated bibliography of reference materials necessary for assessing the significance of properties or districts within the study area; and 11) executive summary.
- b. The context will be written in accordance with *A Manual of Style*, University of Chicago Press.

- c. The maps prepared as part of the context will be submitted in both GIS and paper copy within the context.

### III. QUALIFICATIONS

The Principal Investigator will meet the professional qualifications for historic archaeology listed in 36 CFR 61, "Secretary of the Interior's Standards for Archeology and Historic Preservation" (available online at <http://www.okhistory.org/shpo/rfp.htm>). The proposal shall detail the involvement of the principal investigator in the project. A resume must be provided for primary project personnel.

### IV. PROPOSAL SUBMISSION

Individuals interested in participating in this project should submit a complete, professional-quality proposal which includes: 1) a description of the project to be completed; 2) a research design; 3) a work schedule (see format provided at <http://www.okhistory.org/shpo/rfp.htm>); 4) a proposed payment schedule; 5) a designation of the personnel to be involved (provide vitae or resume); 6) a summary of previous experience, as determined by a list of references and completed projects; 7) an itemized budget including salaries, supplies, travel, etc. (**NOTE: Purchase of equipment is not permitted for this project.**); 8) a complete disclosure of the matching share available; 9) organizational DUNS numbers; and 10) a signed non-collusion certification and federal assurances. The submitted proposal should be of sufficient completeness to allow the OKSHPO to assess the proposal by the evaluation standards contained in Section V of this RFP. All required documents necessary for inclusion in the proposal are available at <http://www.okhistory.org/shpo/rfp.htm>. Incomplete proposals will not be considered. The proposal must be computer generated. Faxed or emailed proposals will not be accepted. The proposal shall be submitted in hard copy with original signatures.

**Only those proposals received by the OK/SHPO no later than 5:00 p.m. on April 12, 2024, will be considered.** Proposals will be evaluated by the OK/SHPO in accordance with item VI below, and all applicants will be notified of OK/SHPO's decision

by **May 10, 2024**. The Subgrantee cannot begin project work until the subgrant agreement with the OK/SHPO is executed. The OK/SHPO reserves the right to not award this project. Applicants may be requested to negotiate revisions in the project design, schedule, product and/or cost proposed. The OKSHPO reserves the right to not award this project.

**SUBMIT PROPOSALS TO:**

**STATE HISTORIC PRESERVATION OFFICE  
OKLAHOMA HISTORICAL SOCIETY  
ATTN: LYNDA OZAN, DEPUTY SHPO  
800 NAZIH ZUHDI DRIVE  
OKLAHOMA CITY, OK 73105**

## V. PROPOSAL EVALUATION

Complete proposals received by the deadline cited above will be evaluated by the OKSHPO standards. The criteria listed on the following pages will be applied to each proposal:

### EVALUATION OF PROPOSALS GUIDE FOR ASSIGNING POINTS FOR PROPOSAL RANKING

For those categories in the proposal ranking system that have a possible point range, the following shall be used to assign the points.

**ITEM #1:** The proposal clearly demonstrates the applicant's understanding of the project work included in the RFP.

<u>POINTS</u>	<u>EVALUATION</u>
20	Clearly demonstrates a complete understanding of the project work.
15	Demonstrates an understanding of the major elements of project work.
10	Demonstrates a minimal understanding of major elements of project work.
5	Demonstrates a poor understanding of the project work.
0	Demonstrates a complete misunderstanding of the project work.

**ITEM #2:** Principal project personnel must meet the minimum professional qualifications required for the project. For this item the score will either be "10" or "0". There is no range.



**ITEM #3:** The applicant demonstrates successful experience in carrying out similar types of project work.

<u>POINTS</u>	<u>EVALUATION</u>
20	Demonstrates a great deal of experience in successfully completing this type of project work.
15	Demonstrates successful experience in similar project work.
10	Demonstrates only limited experience in similar project work.
5	Demonstrates experience that could only be considered "similar" in the broadest of interpretations.
0	Demonstrates no experience even remotely related to the project work.

**ITEM #4:** Understanding of the applicable Secretary of the Interior's Standards and Guidelines is evident.

<u>POINTS</u>	<u>EVALUATION</u>
20	Evidence of thorough understanding of the applicable standards and guidelines.
15	Evidence of understanding of the applicable standards.
10	Evidence of minimal understanding of the applicable standards.

5 Evidence of extremely limited understanding of the applicable standards and guidelines.

0 Evidence of no understanding of the applicable standards and guidelines.

**ITEM #5:** The Subgrantee is a minority organization or firm or is primarily devoted to serving disabled persons or is owned by a disabled person. For this item the score will either be "10" or "0". There is no range of points.

**ITEM #6:** The proposal demonstrates the existence of an adequate financial management and accounting system to ensure appropriate expenditure of federal funds. For this item the score will either be "10" or "0". There is no range of points.

**ITEM #7:** Proposed budget is sufficient to ensure successful completion of the project work, and each cost is reasonable and necessary. The score for this item will be either "10" or "0". There is no range of points.

**ITEM #8:** On similar projects the applicant performed the work in accordance with the subgrant agreement.

POINTS

EVALUATION

10 For its two (2) most recently completed subgrant projects the applicant met all requirements of the subgrant agreement, including submission of products in accordance with the project schedule, unless the SHPO's approval for an amended project schedule was obtained and adequate justification for any delays was demonstrated. Additionally, the draft products submitted required only a reasonable amount of revision, and final products met the requirements of the subgrant agreement.

0

For its two (2) most recently completed subgrant projects the applicant did not meet all requirements of the subgrant agreement, including submission of products in accordance with the project schedule. The OKSHPO's records document the applicant's pattern of delinquent progress reports and late submission of draft products without request for extensions and/or the draft products submitted required more than a reasonable amount of revision.

## **VI. CONTRACTUAL REQUIREMENTS**

Federal funds from the Department of the Interior will be utilized as the source of subgrant funding for this project. Any contract awarded for the project described herein will: (1) provide for administrative, contractual, or legal remedies in instances where the contractor violates or breaches contract terms; (2) describe conditions under which the contract may be terminated by default, and conditions of termination because of circumstances beyond the contractor's control; (3) provide for access by the OKSHPO and the Federal Government, or any of their duly authorized representatives, to records of the contract or records directly related to the contract; (4) require that the contractor maintain all financial records relevant to the project until the OKSHPO notifies contractor that they can be destroyed; and (5) require compliance with the terms and intent of the Civil Rights Act of 1964. A sample copy of the project is available in *Guidelines for Subgrantees* (<http://www.okhistory.org/shpo/rfp.htm>).

This program receives Federal financial assistance for identification and protection of historic properties. Under Title VI of the Civil Rights Act of 1964, Section 504 of the Rehabilitation Act of 1973, and the Age Discrimination Act of 1975, as amended, the U.S. Department of the Interior prohibits discrimination on the basis of race, color, national origin, disability, or age in its federally assisted programs. If you believe you have been discriminated against in any program, activity, or facility as described above, or if you desire further information, please write to Office of Equal Opportunity, National Park Service, 1849 C Street, N.W., Washington, D.C. 20240.

