

City of Cayce, South Carolina

Request for Proposals

Creation of a Preservation Plan for the Battle of Congaree Creek Battlefield Earthworks

**I. Background:**

The City of Cayce has received a grant from the United States Department of Interior, National Park Service through the American Battlefield Protection Program to perform a study on the Congaree Creek Battlefield Earthworks.

Located within the City limits is the historic site of the Congaree Creek Battlefield. The historic battlefield site is approximately 700 acres, but the project area for this grant project is 20 acres. The project area is located within a City park and includes a paved public trail system. As the property owner, the City of Cayce provides public safety and park maintenance services in the area.

In January 1865, Sherman's Union Army had entered South Carolina and was moving to Columbia, SC, the capital of the state. The main approach to Columbia for Sherman was the State Road which crossed Congaree Creek. The Confederate defense for this approach route to Columbia was a line using the natural barrier of Congaree Creek. The Congaree Creek barrier was strengthened by a system of earthworks. Today, located in what is now the City of Cayce, the earthworks are the only tangible element of the defenses still visible on the landscape. Understanding how the Battle of Congaree Creek was fought, including earthworks design and construction, and preserving the battlefield allows us to better understand a late phase of the war on the actual site.

The Congaree Creek earthworks are the most important landscape feature of the Congaree Creek Battlefield. They are threatened by the natural erosion from meandering Congaree Creek, drainage erosion, periodic flooding within of the Congaree River floodplain, and tree fall from storms. The earthworks are covered with brush and medium to large tree growth. Falling trees during high winds and soil saturation during heavy rains and flooding undermine the stability of root systems.

**II. Objective:**

This Request for Proposals (RFP) is for a firm or team of firms to develop a preservation plan for the Battle of Congaree Creek Battlefield Earthworks.

The objective of this project is to provide detailed documentation and mapping of the Battlefield earthworks by performing a condition assessment, measurement and evaluation of erosion and other degradation threats, and prepare an Earthworks Preservation Plan according to ABPP Guidelines. The consultant will perform the following scope of work:

1. High Resolution Laser Scanning Documentation  
A high-resolution laser scan survey will be completed to document the spatial extent of the Civil War era earthworks. This survey will be undertaken using a laser scanner capable of collecting both point and color data. The point cloud data will be processed with a model accuracy of at least 2mm.
2. Comprehensive Survey and 3-D Surface Model Production

Complementing the terrestrial laser scanning survey, a comprehensive survey will be completed. The survey will produce a series of overlapping and aligned aerial photographs to be used in generating a point cloud and surface mesh. These datasets will then be combined and geo-referenced and the model imported into an ArcGIS, or similarly precise geographic information system (GIS), database.

3. Condition/Threat Assessment

Concurrent with the site documentation, a comprehensive condition and threat-assessment will be completed for the earthworks. This will include both natural and cultural threats to the resource. Natural threats such as flooding, storm events, and projected tree fall probability, will be simulated for the resource.

4. Creation of an Earthworks Preservation Plan

Once identified and documented, a preservation plan for the site and its cultural resources will be developed. It will detail the various threats to the site and provide recommendations to the City of Cayce for short- and long-term conservation and preservation strategies to ensure the physical integrity of the earthworks.

**This project is funded through a U.S. Department of Interior grant; therefore, all rules and regulations related to such funding will apply.** Grant terms and conditions are available upon request.

### III. Submittal Requirements:

Response to this RFP must include the following:

1. One printed and one digital copy (PDF format) of the proposal should be submitted to the City of Cayce by Monday, January 28, 2019 at 4:00 p.m. EST. Submit proposals to:  
Rachelle Moody  
1800 12<sup>th</sup> Street  
Cayce, SC 29033  
[rmooody@caycesc.gov](mailto:rmooody@caycesc.gov)

Packages received after 4:00 p.m. EST on January 28, 2019 will not be considered.

The detailed requirements set forth are mandatory. Failure to respond to a specific requirement may result in disqualification. The City reserves the right to accept or reject any or all proposals. Proposers are reminded that proposals will be considered exactly as submitted. Points of clarification will be solicited from proposers at the discretion of the City. Those proposals determined not to be in compliance with provisions of this RFP and the applicable law and/or regulations will not be processed.

The City of Cayce reserves the right to enter into negotiations with a single firm OR may create a short list of firms, based upon qualifications and pricing and may conduct interviews, engage in further discussion, or negotiate pricing terms.

2. Proposal Format

- a. Transmittal Letter: A transmittal letter must be submitted and shall include:
  - The RFP subject

- Name of the firm or lead firm of a team responding, including mailing address, email address, telephone number, and names of contact person.
  - A brief profile of the firm or team, outlining the history, philosophy, and target market of the firm or team.
  - The signature of the person authorized to make representations on behalf of the submitting firm or team
- b. **Statement of Understanding:** The submitter shall prepare a one-page statement of understanding of the scope of work as well as a project approach narrative that reflects the tasks outlined in the Objectives and Purposes above
- c. **References:** A minimum of three (3) separate references from past projects of similar nature completed must be provided. The references shall:
- Provide demonstration of success on similar projects, including a brief project description and a contact name and address for reference.
  - Preference will be given towards projects completed within the past five years.
- d. **Personnel Qualifications:** Proposer is required to provide a description of the proposed project team, staff qualifications, experience and credentials:
- A brief description of the firm or team, organization structure and location of the firm or each member of the team.
  - A qualification summary containing a description of the firm or team's qualifications and the resumes of all the personnel to be employed on this project. If submitting as a team, provide a history of the team's history working together on similar projects.
  - The name and relevant experience of the project manager who will have direct and continued responsibility for the project. This person will be the City's contact on all matters dealing with the project and will handle all day-to-day activities from project initiation to completion.
- e. **Project Examples:** Proposer is required to provide a description of related projects of similar scope.
- Feasibility studies in comparable cities and towns are preferred.
  - Examples should show examples of public and private cooperation.
- f. **Budget:** Proposer is required to provide a detailed budget outlining the cost to be charged to the City of Cayce for the preparation of the Preservation Plan. This budget should include but not be limited to:
- Public presentation(s) to City Council
  - Meetings with City Officials and Stakeholders
  - Preparation of the preservation plan

#### **IV. Evaluation**

A City Staff Team will evaluate the proposals based on the factors outlined within section 3, which shall be applied to all eligible, responsive proposals in selecting the successful submitter. The City Team reserves the right to disqualify any proposal for, but not limited to: person or persons it deems as non-responsive and/or non-responsible; a failure to respond to each section; or whose experience does not describe the competencies required. The City Team

reserves the right to make such investigations of the qualifications of the proposer as it deems appropriate. Award of any project may be made without discussion with proposers after responses are received. The City reserves the right to cease contract negotiations if it is determined that the Proposer cannot perform services specified in their response. Proposals will be evaluated on the following factors:

1. Quality of Proposal
2. Technical Capabilities and Specialized Knowledge
3. Professional Qualifications, Knowledge and Experience
4. Pricing

#### **V. Questions, Contact, Timeline**

Firms interested in submitting shall email a simple statement of interest by Thursday, January 10, 2019 to be placed on a communications list regarding this project. Any questions about this RFP shall be submitted via email to [moody@caycesc.gov](mailto:moody@caycesc.gov) by Thursday, January 10, 2019. The City of Cayce will provide answers to all questions to all firms who have submitted a statement by Thursday, January 17, 2019. The deadline for all submissions is Monday, January 28, 2019 at 4:00 p.m. EST. This project is expected to be completed by July 2020.