

REQUEST FOR PROPOSALS

Resident Curator Program

Request for Curatorship Proposals

**Mt. Defiance Historic Park
35945 John Mosby Highway
Middleburg VA 20117**



5400 Ox Road

Fairfax Station, VA 22039

January 3, 2023



Resident Curator Program

Request for Curatorship Proposals

**Mt. Defiance Historic Park
35945 John Mosby Highway
Middleburg VA 20117**

- NOVA Parks (Northern Virginia Regional Park Authority) is requesting proposals from interested parties to serve as Resident Curator for Mt. Defiance Historic Park under the terms of its Resident Curator Program (RCP).
- Sealed proposals for services can be mailed to NOVA Parks Headquarters located at 5400 Ox Road, Fairfax Station VA 22039 and must be received no later than **January 31st, 2023 at 1:00p.m.** Proposals must be clearly marked “Request for Curatorship Proposals - Mt. Defiance Historic Park.” Proposals may also be e-mailed to mwhaley@nvrpa.org by the same date and time listed above.
- Any questions about the request for proposals must be submitted in writing by e-mail to Park Operations Superintendent, Mark Whaley. All questions must be submitted no later than January 24th, 2023.
- To schedule a tour of the property, please contact Park Manager Tracy Gillespie at tgillespie@nvrpa.org no later than January 24th, 2023.

Introduction and Background

NOVA Parks (Northern Virginia Regional Park Authority) is both a leader in conservation, preservation and one of the most innovative park agencies in the nation. An independent governmental organization with 35 parks, and more than 12,300 acres in the suburbs of Northern Virginia, NOVA Parks operates public parks in Arlington County, Fairfax County, Loudoun County, the City of Alexandria, the City of Falls Church, and the City of Fairfax.

Scope of Request

NOVA Parks (Northern Virginia Regional Park Authority) is requesting proposals from interested parties to serve as Resident Curator for Mt. Defiance Historic Park under the terms of its Resident Curator Program (RCP).

The goal of the RCP at Mt. Defiance Historic Park is the preservation and maintenance of the park's historic structures, landscape, and surrounding park environment with a majority of the concentration of efforts on the interior and exterior of the Main House. A Resident Curator is a contractual agreement between NOVA Parks and the Curator, where the curator agrees to provide the day-to-day maintenance and assist with the preservation of the property, in exchange for the long-term occupation of the property. Certain proposed maintenance, where pre-determined, must meet the Secretary of the Interior's Standards for the Treatment of Historic Properties and must follow guidance from the Virginia Department of Historic Resources which holds a Conservation Easement on the property.

The property will remain a historic park property open daily to the general public for passive grounds access and scheduled programs. There is no public access to any of the site's structures or buildings. Future plans do exist to open the Blacksmith's Shop for living history programs and there would be the expectation that some public access be permitted into the main house, scheduled well in advance and at the convenience of the tenants.

The selection of a Resident Curator will be determined through an open and competitive process and will be based on a number of factors including but not limited to:

- Experience and qualifications to undertake maintenance of the structures and the property, specialized skills in historic preservation projects, and examples of previous work
- Ability to commit time and effort to the maintenance and preservation of the historic property and its structures.
- The possession of resources, skills, and financial capabilities necessary to carry out the proposed curatorship.
- Overall submittal presentation and plan that meets the goals and guidelines of this Request for Proposal.

The responsibilities and requirements of NOVA Parks and the Resident Curator, including terms and expectations of the lease agreement are further detailed within the following documents:

Documents

- Resident Curator Program Information, Scope, and Parameters
- Maintenance Guidelines

Property Features and Background:

Mt. Defiance Historic Park is owned and managed by NOVA Parks, which operates 35 parks in the northern Virginia region. The property is located just west of the Town of Middleburg, fronting U.S. Route 50, also known as John Mosby Highway. The property contains a total of 5.008-acres of land improved by domestic dwellings and outbuildings and contains significant battlefield, historic, architectural, archaeological, and open-space values, all of which are protected under the terms of a conservation easement. The property is part of the larger area of the June 19, 1863, Battle of Middleburg, which was included in a series of cavalry battles fought in Aldie, Middleburg, and Upperville from June 17-21 known as the “prelude to Gettysburg.”

A portion of the property is located within the boundaries of Loudoun County (PIN 570-16-5566) and a portion within the boundaries of Fauquier County (PIN 6093-26-5116). All the existing above-grade buildings, structures, and features on the property, including two stone dwellings, one stone blacksmith’s shop/garage, one stone and frame barn, one cistern/well, and stone walls are primarily sited in the eastern half of the property. (*See Boundary Survey Below*)

Historic buildings, outbuildings, and structures:

- One (1) two-story stone dwelling (“Main House”), circa early 19th Century with mid-20th Century modifications: approximately 3,174 square feet including basement, enclosed porch, and stone patio
- One (1) one and one-half story stone dwelling (“Guest House”) also known as the Blacksmith House, circa early 19th Century
- One (1) stone garage/shop building (“Blacksmith’s Shop”), circa early 19th Century: approximately 500 square feet
- One (1) stone and frame barn/stable, circa 1890 with early 20th Century modifications: approximately 1,752 square feet

Basic Existing Exterior and Interior Architectural Features of the Main House:

- **Foundation/Basement:** Comprised of local fieldstone laid in random course rubble; basement partitioned into a tavern room, mechanical room, laundry room, and utility room; tavern room is located beneath east end of original section of dwelling; large mature boxwood and other trees and shrubs located adjacent to foundation walls at south, east, and north elevations
- **Exterior/Structural:** Comprised of local fieldstone laid in random course rubble with stone quoins; stone wall at north elevation previously repointed with Portland cement; chinking at log addition is contains Portland cement.

- **Roof:** Side-gable roof covered in standing seam metal, with the exception of 1930's log addition which has a shed roof covered in standing seam metal.
- **Gutters and Downspouts:** Gutters and downspouts with feed outs are present.
- **Dormers:** North elevation contains three pedimented gable roof dormers covered in painted weatherboard siding; dormers appear to date to the 1930's modifications to the dwelling.
- **Chimneys:** South elevation has one exterior end stone chimney with hood; west elevation has one exterior end stone chimney with hood, west elevation also has interior stone chimney between anteroom and kitchen area; east elevation contains interior stone chimney with hood between side room and living room, the chimney was previously an exterior end chimney until side room was constructed in the 1930s.
- **Stoops/Porticos/Porches:** North elevation contains stone steps with cement stoop and iron railing; east elevation has stone steps leading to entry door; south elevation has enclosed painted wood frame enclosed entry porch with brick steps and a shed roof covered in standing seam metal.

Preparation of Proposal

- The proposal shall be signed by the person proposing to be the Resident Curator and shall constitute an interest in offering curator services at the site.
- It is the responsibility of all offerors to examine the entire request for proposals package and seek clarification of any requirement that may not be clear, and to check all responses for accuracy before submitting a proposal.
- NOVA Parks will not reimburse the cost of developing, presenting, submitting, or providing any response to this solicitation.

Proposal Format and Requirements

Candidates should provide three complete copies of their proposal, excluding three copies of any photographs, drawings or exhibits. NOVA Parks will retain all material received in connection with this RFP.

Selection will be based on qualifications, experience, competency, demonstrated ability and approach to the program.

General Terms and Public Record

All proposals submitted in response to this request for proposals shall become the property of NOVA Parks and shall become a matter of public record available for review subsequent to the acceptance of a Resident Curator.

Confidential Information

Any confidential information submitted should be marked as such. NOVA Parks is obligated to abide by all public information laws. If an Offeror believes that any portion of a proposal, offer,

specification, or correspondence contains information that should be withheld, a statement advising of this fact should accompany the submission, and the information shall be so identified wherever it appears. NOVA Parks shall review all requests for confidentiality and may provide a written determination to designate specified documents “confidential” or the request may be denied. Price is not confidential and will not be withheld.

If the confidential request is denied, such information shall be disclosed as public information, unless the offeror submits a formal written objection.

Proposal Review and Extension Process

All proposal submissions shall be due January 31st, 2023. Proposals will be reviewed and a top candidate chosen by February 15th, 2023.

If no proposals are submitted by the due date, the submission deadline may be extended in 30-day increments.

Submission Review and Evaluation Team

NOVA Parks will convene an Evaluation Team composed of Park Operations staff, other senior staff, and the Mt. Defiance Historic Site Manager.

Selection will be based on qualifications, experience, competency, demonstrated ability and approach to the program.

All proposals will be reviewed, evaluated and ranked by a selection committee appointed by NOVA Parks. Two or more of the highest ranked qualified candidates may be invited for interviews. The interviews may be conducted formally or informally, depending on the nature and number of responses to this RFP. During the interview stage, candidates will be asked to elaborate on their experience and qualifications, and on their approach to this program. They will be asked to demonstrate their knowledge of and familiarity with issues, problems and circumstances that might be encountered in carrying out this program. Upon completion of the interviews, the selection committee will rank those candidates who are interviewed in order of preference. The Park Operations Superintendent will enter into negotiations with the preferred candidate in an effort to arrive at a mutually acceptable contract agreement. In the event the negotiations are successful, a contract will be offered in accordance with NOVA Parks contracting procedures.

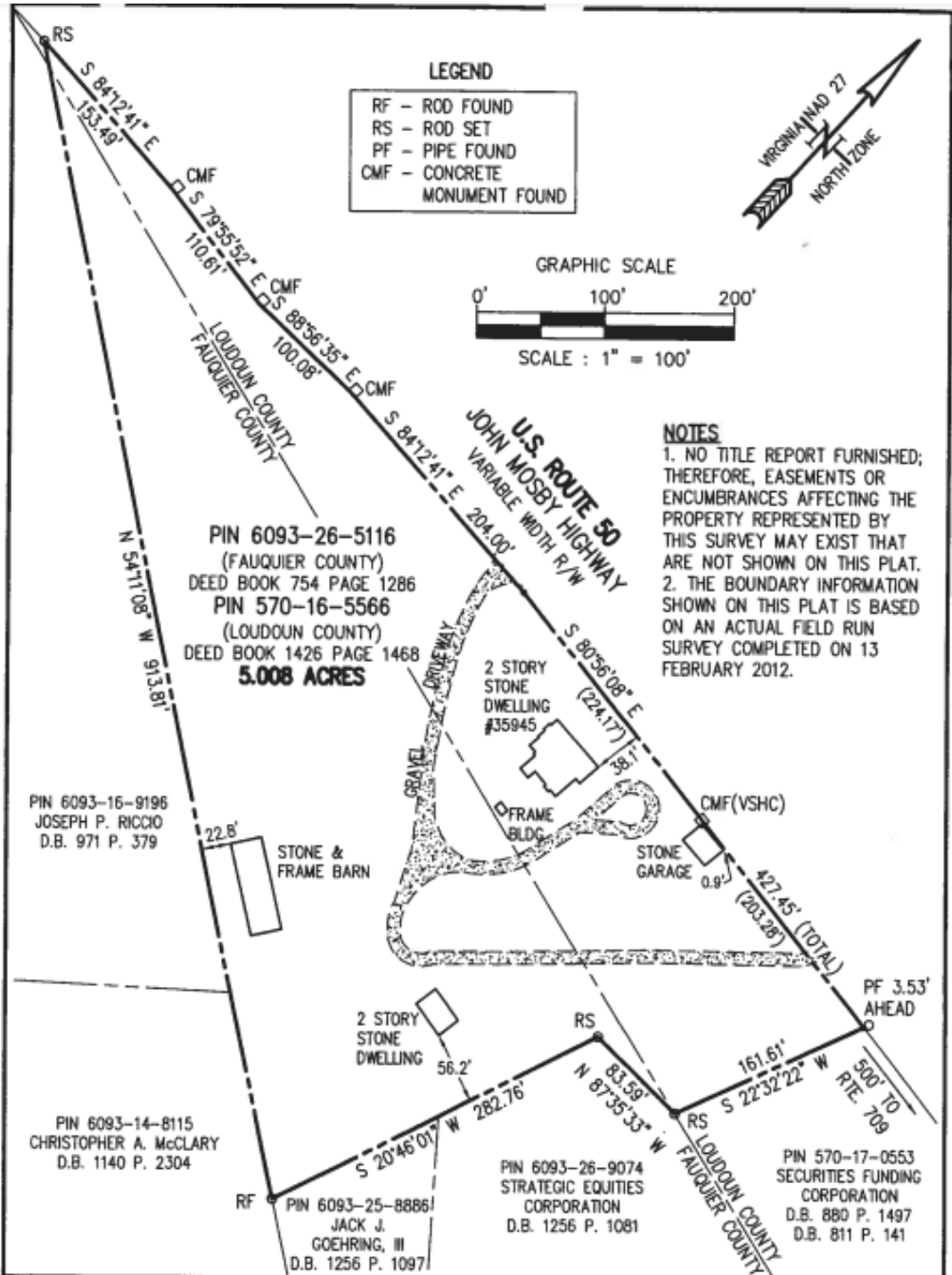
NOVA Parks reserves the right to waive formalities in any proposal and may, if they determine that such action is in its best interest, select a proposal which does not conform in all details with the requirements of this solicitation. NOVA Parks reserves the right to reject all proposals if, in its sole judgement, the responses to this RFP are unsatisfactory or inadequate; it elects to substantially modify the magnitude or scope of the program; or it elects to abandon or defer the program.



Main House



West Field



BOUNDARY SURVEY
OF THE LAND OF
KATHRYN HUMPHREY COLLETTE
RICHARD L. COLLETTE, JR. &
SANDRA MOORE HUMPHREY
35945 JOHN MOSBY HIGHWAY
SCOTT MAGISTERIAL DISTRICT, FAUQUIER COUNTY, VIRGINIA
MERCER MAGISTERIAL DISTRICT, LOUDOUN COUNTY, VIRGINIA



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Marsh & Legge Land Surveyors, P.L.C.
560 NORTH LOUDOUN STREET WINCHESTER, VIRGINIA 22601
PHONE (540) 667-0468 FAX (540) 667-0469
EMAIL office@marshandlegge.com

DATE: 02/15/2012
SCALE: 1" = 100'