

Consulting Services to Provide a Historic Landscape Study for the San Francisco Veterans Affairs Medical Center (SFVAMC)

I. General

The San Francisco Veterans Affairs Medical Center (SFVAMC) is an active provider of healthcare services to the veterans of the San Francisco metropolitan area – serving nearly 1,500 veterans daily and nearly 60,000 unique veterans annually. In addition, the medical research program sited at SFVAMC is the largest within the Veterans Health Administration. The facility is located on 29 acres of land in northwestern San Francisco, immediately north of the Outer Richmond District neighborhood. The facility is bordered on three sides by scenic parkland in the San Francisco Bay Area – the Golden Gate National Recreation Area (GGNRA), including the historic Fort Miley Military Reservation Historic District (FMMR).

The land associated with the SFVAMC historically was part of Fort Miley. The U.S. Army acquired the site in the 1890s, to aid in the defense of the Golden Gate channel into San Francisco Bay. As Fort Miley fell into disuse, ownership of 29 acres at the core of the larger property was transferred to the VA in the early 1930s. From 1933 to 1934, the VA constructed a hospital campus composed of approximately 18 buildings and structures, many designed in the Mayan Art Deco style. To date, the majority of these historic buildings remain intact, with varying degrees of alteration, and a grouping including 14 of these buildings and structures was listed in the National Register of Historic Places (NRHP) as a Historic District in 2009. Surrounding the SFVAMC, the remainder of the Fort Miley lands became managed by the National Park Service's Golden Gate National Recreation Area in the 1970s, and the historic resources of Fort Miley were listed in the NRHP as a Historic District in 1980.

II. Project Background

In order to plan and manage growth of its campus, SFVAMC first prepared a Long Range Development Plan (LRDP) in 2006. Through discussions with the community and other interested parties, the VA updated the LRDP in 2012 and again in 2014. The process of evaluating the impacts to cultural resources and other environmental resources is summarized in the *Environmental Impact Statement (EIS): San Francisco Veterans Affairs Medical Center (SFVAMC) Long Range Development Plan (LRDP)*. Through the consultation process, the VA determined that its mission necessitated some significant expansion projects, while acknowledging their potential to adversely affect the cultural resources. To mitigate the potential adverse effects proposed in the LRDP, the VA entered into a Programmatic Agreement (PA) in 2015 that required the development of a Historic Landscape Study (HLS), as well as a number of additional work products. This solicitation is a result of that Programmatic Agreement.

This contract to complete a Historic Landscape Study is part of a series that the VA intends to carry out in accordance with the following internal timeline:

- 2015: Finalize the PA regarding the LRDP for SFVAMC (completed)
- 2015: Complete a Work Plan defining services required as part of the preparation of the HLS
- 2016: Include funding for the HLS in fiscal year 2017 appropriations requests

- 2017: Contingent upon appropriations, award HLS contract
- 2018: Contingent upon appropriations, complete HLS contract

III. Purpose

The purpose of the HLS is to document the landscape qualities of the SFVAMC Historic District, including but not limited to the original design concept, the evolution of the District's landscape characteristics, the significance of the landscape design, and the way in which the current landscape contributes or does not contribute to the historic character of either the SFVAMC Historic District or FMMFHD. The document will serve as a management tool to assist the SFVAMC in decisions related to the historic landscape over the course of the Long Range Development Plan, which extends through 2029. To this end, the HLS will provide an illustrated inventory of features that contribute to the character of the historic landscape, and will provide treatment guidelines—complete with graphics and cost estimates—for the preservation and restoration of the historic landscape, consistent with the National Park Service's *Guide to Cultural Landscape Reports*.

IV. Government Furnished Information

The following is a list of previously completed documents that will be made available to the consultant:

- *National Register Nomination, Fort Miley Military Reservation (Point Lobos Military Reservation)*, 1980 (<http://pdfhost.focus.nps.gov/docs/NRHP/Text/80000371.pdf>);
- *National Park Service Preservation Brief No. 36, Protecting Cultural Landscapes: Planning, Treatment and Management of Historic Landscapes*, 1994 (<http://www.nps.gov/tps/how-to-preserve/preservedocs/preservation-briefs/36Preserve-Brief-Landscapes.pdf>);
- *National Park Service, Guide to Cultural Landscape Reports: Contents, Process, and Techniques*, 1998 (http://www.nps.gov/cultural_landscapes/Documents/Guide_to_Cultural_Landscapes.pdf);
- *National Register Nomination, San Francisco Veterans Affairs Medical Center*, 2009 (<http://pdfhost.focus.nps.gov/docs/NRHP/Text/05001112.pdf>);
- *Condition of Trees at the San Francisco Veterans Administration Medical Center*, 2009;
- *National Historic Preservation Act Baseline Documentation: San Francisco Veterans Affairs Medical Center*, 2011 (http://www.sanfrancisco.va.gov/docs/01_NHPA_Baseline_Documentation_12-15-2011.pdf);
- *Fort Miley and the Marine Exchange Lookout Cultural Landscape Report*, 2013;
- *Updated Long Range Development Plan*, 2014 (http://www.sanfrancisco.va.gov/docs/Updated_LRDP_2014.pdf);
- *EIS*, 2012 Draft (<http://www.sanfrancisco.va.gov/planning/DEIS.asp>);
- *SDEIS*, 2014 (www.sanfrancisco.va.gov/planning/EIS.asp)
- *Programmatic Agreement Regarding the Long Range Development Plan for the San Francisco Veterans Affairs Medical Center*, 2015, and Historic District Design Guidelines (in preparation in 2015).

V. Technical Requirements

- All HLS work products will follow the National Park Service's *Guide to Cultural Landscape Reports*.
- Respondent will meet the *Secretary of the Interior's (SOI) Standards for Professional Qualification* in the areas of Historic Landscape Architecture and History and/or Architectural History.
- Respondent must have successfully completed a minimum of three projects involving historic landscapes within the past 10 years. Experience with the unique climate, vegetation, and topography of the San Francisco Bay Area is preferred.
- Team must include a horticulturist certified in the State of California and familiar with the unique vegetation and climate of the San Francisco Bay Area.

VI. Scope of Work

The consultant shall provide an HLS that addresses the questions and issues outlined below, providing graphics and illustrations necessary to support narrative arguments. In support of the development of the HLS, the consultant will hold an on-site meeting with SFVAMC staff, as well as comprehensive field survey and research regarding the landscaping of the site. The format and content of the HLS must comply with the National Park Service's *Guide to Cultural Landscape Reports*.

A. Introduction

1. Management Summary

- a) Introduction of management issues and potential sources of conflict to be discussed further in the section regarding Defining a Management Philosophy (Section C.3).

2. Historical Summary

3. Scope of Work and Methodology

4. Description of Study Boundaries

5. Summary of Findings

B. Site History, Existing Conditions, and Analysis and Evaluation

1. Site History

- a) What was the nature of the local landscape prior to 1850?
- b) How did human activity prior to the establishment of Fort Miley in 1892 affect the landscape elements that we see today?
- c) How did the construction and operation of Fort Miley transform the landscape?
- d) What landscape design concepts, if any, were embodied in the original design of the SFVAMC as constructed from 1933 through 1934? Reference historic aerial photos and/or site plans to be included in Appendices A, B, and C.
- e) How has the SFVAMC landscape, in the larger Fort Miley landscape, evolved since it was originally constructed? Reference Appendix A.

2. Existing Conditions

3. Analysis and Evaluation

- a) What is the overall significance of the current landscape design, if any, in terms of:
 - i. Its contribution to the character of the SFVAMC;
 - ii. Its contribution to patients' well-being and visitors' enjoyment;

- iii. Its contribution to the eligibility of the SFVAMC Historic District for the NRHP; and
 - iv. Its relationships to East and West Fort Miley and the Outer Richmond District?
 - b) What are the condition and historic integrity issues that affect the significance of the overall landscape design?
 - c) What is the historical significance of each specific, individual character-defining landscape feature identified during the development of the previously completed Historic District Design Guidelines? Reference the photographic inventory and location maps documenting all extant landscape features, to be included in Appendices B and C.
 - d) What are the overall condition and historic integrity issues that affect the significance of each identified character-defining landscape feature?
- C. Treatment
 - 1. Treatment Definitions
 - 2. Policies, Guidelines, and Standards
 - 3. Defining a Management Philosophy
 - a) What operational activities at the VAMC potentially present challenges for the preservation of the historic landscape?
 - b) How are preservation priorities different for the various areas of the campus – for example, the perimeter of the property versus the core?
 - c) How does the landscape, particularly along the margins of the campus, affect:
 - i. Public perceptions of the SFVAMC;
 - ii. Access between the SFVAMC and Fort Miley; and
 - iii. Wildlife habitat?
 - d) What impacts, if any, would implementation of the recommendations in the 2013 *Fort Miley and the Marine Exchange Lookout Cultural Landscape Report* have on the SFVAMC landscape?
 - e) What is the decision-making process for resolving conflicting priorities – for example, preservation of the historic landscape versus meeting the therapeutic and research mission of the SFVAMC versus protection of the natural character of the adjoining parklands?
 - 4. Treatment Recommendations
 - e) Which historic landscape features should be preserved and/or restored? Refer to the previously-completed Historic District Design Guidelines and supplement as necessary.
 - f) What routine maintenance measures are necessary for manmade landscape resources like pavements, site furnishing, and irrigation?
 - g) What measures could enhance the SFVAMC landscape while maintaining any therapeutic or historic qualities – such as providing wayfinding signage within the campus, improving trails connecting to the adjoining parklands, improving accessibility for persons with disabilities, and creating healing gardens?
 - h) What measures could enhance the SFVAMC's relationship with the larger Fort Miley and outer Richmond District landscapes – such as improving connectivity

with current trails, enhancing vegetative screening, and improving traffic circulation patterns at points of entrance and egress to the campus?

- i) What are guidelines for maintaining and enhancing the health of existing or proposed vegetation? Information should include, at a minimum:
 - i. Definitions of the major groupings of types/species of vegetation within the landscape.
 - ii. Guidelines for Routine Maintenance:
 - a. Thresholds for when to prune for each grouping;
 - b. Guidelines for when and how to prune for each grouping;
 - c. Propagation and replacement procedures for each grouping, taking into account changes over time, such as a tree succession plan for replacing trees that fail over time;
 - d. Guidelines for when and how to improve soil for each grouping;
 - e. Guidelines for applying fertilizer and weed treatment;
 - f. Guidelines for top-dressing planting beds; and
 - g. A calendar/schedule that consolidates all of the above guidelines.
 - iii. Guidelines for when to consult a certified horticulturist for non-routine maintenance.
5. Cost Estimates for all Treatment Recommendations
6. Treatment Considerations

D. Bibliography

E. Appendices

1. Appendix A: Historic aerial photographs and/or site plans.
2. Appendix B: Photographic inventory of each character-defining landscape feature identified in the *Historic District Design Guidelines*, documenting location, date, materials (if relevant), style (if relevant), condition, and integrity.
3. Appendix C: Map depicting the locations of all inventoried extant landscape features.
4. Appendix D: Additional support documents regarding maintenance of vegetation, as needed.

F. Index

VII. Deliverables

A. Format of Deliverables

1. Preliminary Draft: Two (2) CDs/DVDs with electronic files in both Adobe PDF and Microsoft Word formats
2. Final Draft: Two (2) CDs/DVDs with electronic files in both Adobe PDF and Microsoft Word formats
3. Final: Two (2) bound hard copies, as well as two (2) CDs/DVDs with electronic files in both Adobe PDF and Microsoft Word formats, and two (2) sets of CDs/DVDs with copies of all field photographs and scanned research materials

B. Timeline for Deliverables

The VA anticipates providing a Notice to Proceed (NTP) for the start of the project by [March 1, 2017]. The following project timeline will be followed to insure that all deliverables are completed in advance of the contract expiration date of [August 31, 2018].

Deliverable	Timeline from Notice to Proceed (NTP)	Estimated Completion Date*
Kick-off telephone call with VA	NTP + 14 days	March 15, 2017
On-site meeting with SFVAMC and initiation of fieldwork and research	NTP + 56 days	April 26, 2017
Submission of Preliminary Draft HLS	NTP + 350 days	February 14, 2018
Comments on Preliminary Draft HLS provided by VA	NTP + 378 days	March 14, 2018
Submission of Final Draft HLS	NTP + 434 days	May 9, 2018
Comments on Final Draft HLS provided by VA	NTP + 462 days	June 6, 2018
Submission of Final HLS	NTP + 490 days	July 4, 2018
Approval of Final HLS by VA	NTP + 518 days	August 1, 2018
Contract Expiration	NTP + 548 days	August 31, 2018

*Assuming a NTP date of March 1, 2017.

VIII. Requirements for Responses to the Request for Proposal

A. Technical Proposal

1. Team Qualifications
 - a. Narrative description of team’s qualifications (1 page)
 - b. Résumés for key team members
2. Proposed Work Plan
3. Past Performance
 - a. Contact information for at least three references.
 - b. Respondent must have successfully completed at least one project of similar scope and scale within the past 10 years, or explain satisfactorily why this requirement should be waived.

B. Cost Proposal

C. Format for the Response

1. One (1) electronic PDF copy of the Technical Proposal, submitted via the GSA e-buy system
2. One (1) separate PDF of the Cost Proposal, submitted via the GSA e-buy system