

**HOME OF FRANKLIN D. ROOSEVELT NATIONAL HISTORIC SITE
CONSERVATION TREATMENT OF SELECTED BOUND VOLUMES
FROM FAMILY LIBRARY**

I. BACKGROUND

Franklin D. Roosevelt served as Governor of New York from 1928-1932, and President of the U.S. from 1933 until his death in April 1945. Roosevelt was always closely associated with his family home in Hyde Park, New York. He was born in the house in January 1882 and returned to the house some 200 times during the course of his Presidency.

Franklin D. Roosevelt (FDR) deeded his house and its contents to the National Park Service (NPS) during World War II, with the understanding that following his death, his family would continue to use it as long as they wished. After his death in April 1945, the Roosevelt family elected to relinquish the house as soon as possible. The house opened to the public as a national historic site in April 1946.

This contract addresses bound volumes selected from the large family library and the study used by FDR at the home. The books and periodicals collections comprise materials owned by members of the Roosevelt family—primarily FDR, his parents, and the children of Franklin and Eleanor Roosevelt, during the period of their occupancy. Franklin D. Roosevelt was also an avid collector of books as well as stamps, ships models and naval art, and the collection includes a portion of the books he collected out of personal interest. Most of the collection dates from the latter half of the 19th century through the early 1940's, with fewer dating from the late 18th century to 1850. The collection contains primarily European and American history and biography, natural history, literature, travel and geography, local history, juvenile literature and non-fiction dating mostly from the early 20th century, a few French language books, and bound periodicals.

Books addressed by this contract have been selected based on priorities established during a comprehensive survey conducted by the Northeast Document Conservation Center in 2006-2007, combined with the curatorial judgment regarding the books' associative and historic value.

II. PURPOSE

The purpose of this contract is to provide conservation treatment for the books.

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Order Number T1790090029

Task Order Number 6

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III. SCOPE OF WORK

Independently, and not as an agent of the government, the contractor shall provide the National Park Service with all labor, supplies and materials necessary to conserve the items referenced on the Attachment. All treatments shall conform to the Code of Ethics and Guidelines for Practice of the American Institute for Conservation of Historic and Artistic Works. Treatment of each particular item shall be guided by the recommendations for that item provided in the survey forms contained in the Attachment. Treatment options shall maximize the retention of original bindings and spines. All treatments shall be thoroughly documented in writing including a list of materials, including solvents or adhesives, used in the testing or treatment process.

Provide before and after treatment photographs of the objects. If traditional photography is utilized, two sets of prints and negatives or slides must be submitted as part of the treatment report. If digital photography is utilized, the electronic files and two sets of printed images shall be submitted utilizing archival inks and paper. The electronic files shall be submitted as a preservation master (high-quality), color TIFF images on archival gold CD's or DVD's and two sets of printed images shall be submitted. Provide publication quality color digital images of each object on archival gold CD or DVD with phthalocyanine dye using the File Transfer Protocol (FTP). Image files are to be 10 to 22 megapixels or 3872 pixels by 2592 pixels to 5200 pixels by 4200 pixels.

The government will ship all items to the contractor.

IV. DELIVERABLES

The contractor shall ship all items after treatment to the Contracting Officer's Representative (COR). The contractor shall submit two copies of all documentation, both written and photographic to:

Home of Franklin D. Roosevelt NHS
Attn: Anne Jordan
4097 Albany Post Road
Hyde Park, New York 12538

V. TIME FOR COMPLETION

All work, including review and approval, shall be completed by April 15, 2010.

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VI. REVIEW AND APPROVAL

The Contracting Officer's Representative (COR) will notify the contractor, in writing, of approval or rejection citing any additions, corrections, or suggestions to the work within 15 calendar days. Any additions or corrections shall be completed and returned to the government with 15 calendar days.

In the event the government delays comments beyond the period specified, the contractor shall be entitled to a day-to-day extension in the completion date.

VII. CONTRACTING OFFICER'S REPRESENTATIVE for the purpose of this order is:

Anne Jordan
(845) 229-9115

VIII. ATTACHMENTS

The following item is attached and incorporated into this order:

- Survey Treatments – 25 pages.