

**CONSERVATION TREATMENT AND HOUSING
FOR PHOTOGRAPHIC MATERIALS
OREGON CAVES NATIONAL MONUMENT**

1. **BACKGROUND**

An important collection of historic photographs is found within the museum collections of Oregon Cave National Monument (ORCA). A majority of the photographs are by Fred H. Kiser who was a successful early 20th century entrepreneur and a prolific photographer known for his landscapes. Kiser would travel many miles through treacherous backcountry to obtain the perfect image. He had several studios in Oregon including Portland, Crater Lake National Park (CRLA) and ORCA. His silver gelatin photographs were sold to visitors in a store at CRLA. Kiser created numerous photographic enlargements of his works which included the use of extensive hand-coloring. He claimed to have employed a unique “hand-colored in-oil” technique that makes his photographs appear like canvas paintings when viewed from a distance. Besides a large collection of works by Kiser there are also several photographs by a contemporary of Kiser, Frank Patterson. Patterson’s silver gelatin photographs depict landscapes and employ extensive hand-coloring. For over 70 years most of the photographs were hung in the Chateau at ORCA and are an important part of the historic fabric of the building.

2. **PURPOSE**

The purpose of this contract is to provide conservation treatment and housing for 40 photographs for ORCA and supporting documentation (written and digital images).

3. **SCOPE OF WORK**

In accordance with the terms and conditions of the above-referenced contract, the contractor shall provide the National Park Service (NPS) with all labor, supplies equipment and materials necessary to provide photographic conservation services for 40 photographic works. Treatment of each item shall be guided by the recommendations provided in the attached Survey Forms (Attachment A) and the Summarized Spreadsheet (Attachment B). All treatments shall be documented in writing and photographically. All documentation shall be provided to the Contracting Officer’s Representative (COR) when treatment is completed.

The government will ship all items to be conserved to the contractor. The contractor shall provide fine arts insurance in the amount of \$50,000 to cover the time period that the paper objects are off-site, including transportation.

The contractor shall:

- A. Examine the information outlined in Attachments A & B. Estimate treatment hours and treatment costs for each object based on the treatment proposals provided. It should be noted that when the current proposals were written many of the photographs were not unframed. How the photographs are mounted was not determined and may not be able to be determined until the photographs are unframed prior to sending the objects to the contractor. Suggested additions or changes in treatment steps shall be noted by the contractor.
- B. Submit any changes/additions to the treatment proposals to the COR for approval, in writing, prior to beginning treatments.
- C. Conduct the treatment and housing (mounting and matting), as detailed in the approved treatment proposals.
- D. Take digital images before and after treatment before mounting. At a minimum this should include front and back images of each object. During treatment images should be taken as needed to document significant changes in appearance. The contractor shall provide photographic documentation using high resolution digital images (TIFF files with 300 dpi or greater). The filename should contain the park acronym, catalog number and treatment stage abbreviation (BT, DT or AT). The images shall be submitted on archival gold-on-gold DVDs.
- E. Write treatment reports. At a minimum, these reports shall include: catalog number(s); description(s) prior to treatment; a detailed description of the actual treatment methodology and materials; results of any testing conducted; discussion of the treatment; further recommendations, if any; information regarding graphic documentation; summary of treatment time. The treatment reports shall be printed on archival bond paper with archival inks.
- F. The contractor shall pack and ship the treated photographs following completion of conservation treatment and housing.

4. **DELIVERABLES**

The contractor shall submit two sets of all documentation to the COR. The documentation shall be submitted both electronically and paper-based.

Contract Number C1151070001

Order Number T1155110006

Task Order Number 20

Page 3 of 3

5. **TIME FOR COMPLETION**

All work, including review and approval, shall be completed by June 1, 2011.

6. **REVIEW AND APPROVAL**

The COR will notify the contractor, in writing, of approval or rejection citing any additions, corrections, or suggestions to the work within 30 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.

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

Theresa Voellinger
Conservator
(304) 535-2914

8. **ATTACHMENTS**

The following items are attached and incorporated into this order:

- A. Individual Survey Report Forms, 22 pages.
- B. Summary Spreadsheet, 2 pages