National Oceanic & Atmospheric Administration
Office of National Marine Sanctuaries
Monitor National Marine Sanctuary
Performance Work Statement
USS *Monitor* Artifact Conservation
REQUIREMENTS-26-1909

1.0 BACKGROUND

The National Oceanic and Atmospheric Administration's (NOAA) Office of National Marine Sanctuaries' (ONMS) Monitor National Marine Sanctuary (MNMS) possesses over 210-tons of archaeological materials from the wreck site of the Civil War Ironclad USS *Monitor* lost at sea in 1862 following the largest metal shipwreck excavation and recovery effort ever undertaken. Artifacts (the "Collection") were recovered from the seabed over the course of several years of research. This federally owned collection (NOAA Heritage Assets) contains over 5,000 individual artifacts made of a wide variety of materials, primarily iron and ferrous materials, but also including wood, leather, textiles, rubber and various other organic and inorganic artifacts. This requires an intensely diverse and complex approach to materials conservation to ensure each different type and size of material is appropriately treated to ensure long-term stability for research, interpretation and display.

The USS *Monitor* artifacts now reside at The Mariners' Museum and Park (TMMP) within the U.S.S *Monitor* Center and the Batten Conservation Complex at TMMP, where they are on long-term deposit undergoing active conservation treatment. These objects range in size from small buttons and fragments of textiles, to nearly the entirety of the vessel engineering section including the 25-ton propulsion engines. In addition, TMMP holds *Monitor*'s iconic 115-ton rotating gun turret as well as the two 8-ton Dahlgren shell guns and their carriages that were found within it. All of the objects require stabilization treatment due to nearly 140 years of marine burial. Treatment times and stabilization will vary for artifacts based on size and complexity and can range from weeks to months to years. Many of the larger object assemblies are composed of hundreds to thousands of component parts that will ultimately need to be disassembled and receive individual treatment with the goal of reassembly post-treatment. Following treatment, objects will require ongoing preventive care and monitoring to ensure the physical stability of the archaeological assemblage for the future within both storage and display. The USS *Monitor* project at TMMP represents the long-term preservation of U.S. Civil War heritage and the world's largest marine archaeological metals conservation project.

2.0 SCOPE

The purpose of this contract is to ensure ongoing active and preventive conservation care of the Collection, including large archaeological assemblies within the USS *Monitor* Collection, under the custody of TMMP and stewarded by the Monitor National Marine Sanctuary through a partnership guided by a curatorial service agreement (NOS Agreement Code: Memorandum of Agreement-2004-022-1113).

The Contractor shall provide professional conservation services (including facilities and materials) to conduct both initial artifact stabilization treatments (in preparation for public

display, archaeological interpretation, and access for research) as well as ongoing preventive conservation care and subsequent remedial conservation treatments when necessary.

3.0 REQUIREMENTS

- The Contractor must ensure appropriately trained personnel, who possess an advanced degree in and/or professional hands-on experience in archaeological conservation, analytical chemistry, or collection management, are available, and that they have the supplies, materials, tools and facilities on hand in order to make advances towards the goal of completing initial stability treatment and subsequently establishing the proper monitoring, storage and preventive care regimen for all materials in the Collection. The Contractor shall provide a staffing mix that meets or exceeds the minimum qualifications (education, experience, and specialized training) for the Labor Categories defined in the Appendix. These categories represent the specialized expertise required to execute the conservation tasks for the USS Monitor Collection.
- The Contractor shall provide appropriate facilities and workspace for the Collection, conservation materials, and conservation personnel. These facilities shall include an industrial-scale wet-laboratory with footprint to house watertight tanks for artifact desalination as well as workspace for composite artifact disassembly and mechanical cleaning. The facilities shall also include cold storage capabilities for sensitive organic materials. The facilities shall also include adequate work space and storage space for proper on-going collections management and artifact preparation for public display and researcher access. The facilities shall also include appropriate office space for personnel working on this project.
- The Contractor shall provide complete access to the Collection to authorized NOAA personnel during business hours from 9am to 5pm Monday through Saturday and from 11am to 5pm on Sunday. Between the summer months from Memorial Day to Labor Day, the Contractor shall provide complete access to the Collection to authorized NOAA personnel during business hours from 9am to 5pm Monday through Sunday.
- The Contractor must ensure chemical and hazardous materials disposal is handled in compliance with FAR Subpart 23.3, Material Safety, and applicable local regulations. The Contractor will comply with rules set forth by the Code of Virginia 9VAC20-60-273 and 40 CFR Part 273.

4.0 TASKS

1) The Contractor must demonstrate forward progress in the conservation of large artifacts and large archaeological assemblies within the USS *Monitor* Collection. While it is expected this will be a long project, lasting beyond the scope of this FY2027 contract, there must be clear evidence that significant conservation work has occurred in advancing the active treatment of large artifacts (i.e., turret, two Dahlgren guns, skeg assembly, gun carriages, engine, etc.) within the USS *Monitor* Collection.

- Deliverable 1a: Rotation, relocation, remounting of artifacts. At present, several large objects within the USS *Monitor* Collection, such as the turret, are still upside-down from the vessel's sinking. Contractor will develop, finalize, and begin implementing procedures to right some of these objects.

2) The Contractor shall work to advance the overall stabilization of all artifacts within the Collection.

- Deliverable 2a: Advance the treatment of complex composite artifacts through disassembly into subassemblies and individual component parts over the course of the performance period.
- Deliverable 2b. Complete the treatment and stabilization of component parts and individual artifacts over the course of the performance period.
- Deliverable 2c. Advance the electrochemical treatment of artifacts, including large artifacts.
- Deliverable 2d. Track desalination, and if any artifact (including large artifacts such as one of the two Dahlgren guns) is determined to be complete, initiate drying and surface coating.

3) The Contractor shall provide quarterly progress reports.

- Deliverable 3a: Provide to NOAA progress reports that include a summary of the status of all artifacts, initial and ongoing treatment methods, work performed and number of hours expended, and new artifacts acquired, if any.
- Deliverable 3b: Provide to NOAA a list of the work completed during the time period for each artifact, including the artifact identification number, a description, and the associated current conservation activity.

4) The Contractor must ensure appropriately trained conservation personnel, who possess an advanced degree in and/or professional hands-on experience in archaeological conservation, analytical chemistry, or collection management, are available, and that they have the tools and materials on hand in order to make advances towards the goal of completing initial stability treatment and subsequently establishing the proper monitoring, storage and preservation care regiment for all artifacts in the Collection.

- Deliverable 4a: Ensure all personnel are sufficiently trained and establish proper monitoring, storage and preventive care regimen for all artifacts in the Collection.

5) The Contractor must ensure the staff allocated to this project are appropriately qualified and experienced to perform conservation work with a background in conservation sciences, archaeological conservation, or a related field. Qualified and experienced staff include individuals who possess an advanced degree in conservation from an internationally recognized graduate level conservation training program, and/or have experience in the conservation of archaeological materials. All staff allocated to this project will abide by the code of ethics set forth by The American Institute for Conservation (AIC).

- Deliverable 5a: The Contractor shall retain a record of the credentials of all staff allocated to this project and present such records upon demand by appropriate NOAA personnel.

6) The Contractor must ensure chemical and hazardous materials disposal is handled in compliance with FAR Subpart 23.3, Hazardous Material Identification and Material Safety Data, and applicable local regulations. The Contractor will comply with rules set forth by the Code of Virginia 9VAC20-60-273 and 40 CFR Part 273.

- Deliverable 6a: The Contractor shall retain a record of all incidents of chemical and hazardous materials disposal and present such records upon request by appropriate NOAA personnel.

7) The Contractor shall provide appropriate facilities and workspace for the Collection, conservation materials, and conservation personnel.

- Deliverable 7a: Provide facilities that include large watertight tanks to house large artifacts such as the steam engine and rotating gun turret, for conservation treatment and stabilization.
- Deliverable 7b: Provide facilities that include cold storage capabilities for sensitive organic materials.
- Deliverable 7c: Provide facilities that include adequate work space and storage space for proper on-going collections management, and artifact preparation for public display and research access.
- Deliverable 7d: Provide facilities that include appropriate office space for personnel working on this project.

5.0 DELIVERABLES

See NOAA Acquisition Manual 1330-52.215-70, Schedule of Deliverables (SEPT 2005).

6.0 PERFORMANCE REQUIREMENTS SUMMARY

Deliverable	Standard	Acceptable Quality Level	Incentive/Remedy	Surveillance Method(s)
Monthly Invoice	Invoices are submitted on time and data on all documents are accurate	95% with no dollar amount calculation issues or pricing issues	Any issues or errors shall be corrected as soon as possible	Submit by the 20th of each month
CAR 1352.209-74	Notice of Organizational Conflict of Interest	100%	Any issues or errors shall be corrected as soon as possible	100% inspection
NAM 1330-52.222-70	Sexual Assault & Sexual Harassment Prevention and Response Training	100%	Any issues or errors shall be corrected as soon as possible	100% inspection
CAR 1352.209-72	Signed Contractor Acknowledgement of Restrictions against Disclosures	100% within 10 calendar days after award	Any issues or errors shall be corrected as soon as possible	100% inspection
PWS, 4.0 Tasks, Deliverable 1a, Conservation of large artifacts	The contractor shall: Develop, finalize and implement procedures to rotate, relocate, and remount artifacts	95%	Any issues or errors shall be corrected as soon as possible	Periodic Inspection, monthly or as needed
PWS, 4.0 Tasks, Deliverable 2a, Overall Stabilization of all artifacts	The contractor shall: Advance the treatment of complex composite artifacts through disassembly into subassemblies	95%	Any issues or errors shall be corrected as soon as possible	Periodic Inspection, monthly or as needed

PWS, 4.0 Tasks, Deliverable 2b	The contractor shall: Complete the treatment and stabilization of component parts and individual artifacts	95%	Any issues or errors shall be corrected as soon as possible	Periodic Inspection, monthly or as needed
PWS, 4.0 Tasks, Deliverable 2c	The contractor shall: Advance the electrochemical treatment of artifacts	95%	Any issues or errors shall be corrected as soon as possible	Periodic Inspection, monthly or as needed
PWS, 4.0 Tasks, Deliverable 2d	The contractor shall: Track desalinization, and where appropriate, initiate drying and surface coating	95%	Any issues or errors shall be corrected as soon as possible	Periodic Inspection, monthly or as needed
PWS, 4.0 Tasks, Deliverable 3a and CAR 1352.237-74, Progress reports	The contractor shall provide a summary of the status of all artifacts, including treatment methods, work performed and number of hours and new artifacts acquired.	95%	Any issues or errors shall be corrected as soon as possible	Periodic Inspection, quarterly
PWS, 4.0 Tasks, Deliverable 3b	The contractor shall list the work completed for each artifact, including artifact ID number, and a description	95%	Any issues or errors shall be corrected as soon as possible	Periodic Inspection, quarterly
PWS, 4.0 Tasks, Deliverable 4a, Sufficiently Trained Personnel	The contractor shall ensure that all personnel are appropriately trained, have the required degree and/or hands-on training	100% within 4 weeks of performance start	Any issues or errors shall be corrected as soon as possible	Periodic Inspection, quarterly
PWS, 4.0 Tasks, Deliverable 5a, Qualified Personnel	The contractor shall ensure that personnel are appropriately qualified and experienced to perform artifact conservation work	100% within 2 weeks of performance start	Any issues or errors shall be corrected as soon as possible	Periodic Inspection, quarterly
PWS, 4.0 Tasks, Deliverable 6a, Hazardous Chemical Disposal	The contractor shall retain a record of all incidents of chemical and hazardous materials disposal and present records on request	95%	Any issues or errors shall be corrected as soon as possible	Periodic Inspection, monthly or as needed
PWS, 4.0 Tasks, Deliverable 7a-7d, Facilities and Workspace	The contractor shall provide facilities that include large watertight tanks, cold storage, workspace for artifact conservation, and office space for personnel	95%	Any issues or errors shall be corrected as soon as possible	Periodic Inspection, quarterly

7.0 GOVERNMENT-FURNISHED PROPERTY

The Government will provide the following item(s) (see table below) of Government property to the contractor. The contractor shall be accountable for, and have stewardship of, the property in the performance of this contract. This property shall be used and maintained by the contractor in accordance with provisions of the “Government Property” clause included in this contract.

Item Number	Description	Quantity	Delivery Date	Property/Tag No. (if applicable)
1	All artifacts currently in the NOAA USS *Monitor* artifact collection found here, https://catalogs.marinersmuseum.org/search	5227 (subject to increase)	09/15/2026	See referenced website for artifact accession number

8.0 SECURITY

The Government will provide the Contractor with access to Government facilities, as appropriate.

9.0 INFORMATION TECHNOLOGY SECURITY

This is not a government information technology acquisition. The Assessment and Authorization (A&A) requirements of Clause 48 CFR 1352.239- 72 do not apply, and a Security Accreditation Package is not required. The government will provide the necessary computer equipment and information to perform this contract. All work must be performed upon government furnished equipment and if additional hardware and/or software are needed, the Contractor must request the additional requirements from the NOAA Project Manager and COR.

10.0 SUPPLIES and MATERIALS

With advance approval from the NOAA Project Manager and COR, the direct costs for supply items and materials may be reimbursed for the purposes of the tasks detailed above.

11.0 PLACE OF PERFORMANCE

The contract shall be performed at the Contractor's facility, which is the current location of the USS *Monitor* artifact collection:

The Mariner's Museum and Park
100 Museum Drive
Newport News, VA 23606

12.0 PERIOD OF PERFORMANCE

The period of performance shall be one 12-month base period, with two 12-month option periods. The anticipated period of performance is provided in the table below.

Period	Start Date	End Date
Base Period	September 15, 2026	September 14, 2027
Option Period 1	September 15, 2027	September 14, 2028
Option Period 2	September 15, 2028	September 14, 2029
Option Period 3	September 15, 2029	September 14, 2030
Option Period 4	September 15, 2030	September 14, 2031

13.0 INVOICING

Invoices shall include the contractor's name, date and contract number. Invoices shall be submitted to the Invoicing Process Platform (IPP) at www.ipp.gov. An invoice may be submitted for any task fully completed and accepted by the government.

14.0 TECHNICAL POINT OF CONTACT (TPOC)

Tane Casserley - Research, Resource Protection, & Permit Coordinator
Monitor National Marine Sanctuary
100 Museum Drive
Newport News, VA 23606
(757) 591-7333
Email: Tane.Casserley@noaa.gov

APPENDIX – LABOR CATEGORY DESCRIPTIONS

Fabrication Specialist

- Perform the fabrication of machinery/mounts/apparatuses to advance the conservation treatment of NOAA, USS Monitor large artifacts in consultation with the Director of Conservation and other conservation and Museum personnel.
- Perform metal cutting
- Perform machining and milling work
- Perform tack, fillet, and full penetration welding
- Facilitate the assembly of metallic components utilizing mechanical fasteners such as bolts and rivets
- Conduct the application of protective surface coating
- Support the movement of artifacts when necessary
- Possess professional qualifications through certified training programs

Conservator I/Conservation Technician

- Perform the direct treatment and preventive conservation care of objects recovered from the NOAA USS Monitor Collection in consultation with other conservators and under the supervision of the Senior Conservator and Director of Conservation.
- Works closely with conservation staff and other museum personnel to conserve artifacts and to prepare them for exhibition and/or long-term storage.
- Possess a Bachelor's degree in conservation, archaeology or a related field and has experience in the conservation and or display of archeological materials.
- Possesses a background in conservation science, archaeology or related field with a minimum of two years of post-graduate experience.
- Abide by the Code of Ethics set forth by the American Institute of Conservation.

Conservator II

- Perform the direct treatment and preventive conservation care of objects recovered from the NOAA USS Monitor Collection in consultation with other conservators and under the supervision of the Senior Conservator and Director of Conservation.
- Works closely with conservation staff and other museum personnel to conserve artifacts and to prepare them for exhibition and/or long-term storage.
- Possess a Bachelor's degree, Master's degree preferred, in conservation, archaeology or a related field and has experience in the conservation of archeological materials.
- Possesses a background in conservation science, archaeology or related field with a minimum of four years of post-graduate experience.
- Abide by the Code of Ethics set forth by the American Institute of Conservation.

Senior Conservator

- Perform the direct treatment and preventive conservation care of objects from the NOAA USS Monitor Collection in consultation with the Director of Conservation.
- Works closely with conservation staff and other museum personnel to conserve artifacts and to prepare them for exhibition and/or long-term storage.

- Assists the Director of Conservation with the operation and planning of conservation-related activities within the USS Monitor Center and Batten Conservation Complex.
- Possess a Master's degree in conservation, archaeology or related field from a conservation training program and has experience in the conservation of archeological materials.
- Possesses a background in conservation science, archaeology or related field with a minimum of five years or more of post-graduate experience.
- Abide by the Code of Ethics set forth by the American Institute of Conservation.