

Request for Letters of Interest: Petroglyph National Monument Park Administrative History Component A

Project Summary

Title: Petroglyph National Monument Park Administrative History

Budget: \$51,000.00 for Component A, with an additional \$5,900.00 allotted for travel and \$1,000.00 for supplies related to the production of oral histories. Funding for Component B will be pursued in subsequent years.

Deadline for Letter of Interest to NCPH: September 22, 2025

Expected Date to Award Project: October 10, 2025

Anticipated Start Date: October 20, 2025

Timeline for Completion of Component A: October 30, 2027

(If funding is secured in subsequent years, the Project Historian will have rights of first refusal to continue their work for four additional years. See end of document for a proposed breakdown of Component B if future budgets allow.)

Questions? Email ncph@iu.edu

Project Objective

The aim of this project is to complete Petroglyph National Monument's (PETR or Monument)'s administrative history. The Monument is co-managed by the National Park Service and the City of Albuquerque and was established in 1990. The park has never had an administrative history prepared and has a limited oral history collection. This administrative history should cover the years from 1973 to 2024. Monument staff consult with 29 traditionally associated pueblos and tribes, and this project seeks to incorporate their many perspectives on the park's creation and management into the final document. The project is to be funded in two parts (referred to as Component A and Component B throughout). If Component B funding is not awarded in subsequent years, the project will be considered complete upon delivery of Component A requirements.

Component A: Oral Histories and Preliminary Outline and Bibliography

The project historian will begin secondary source research, conduct limited primary source research, identify key primary repositories and sources, and identify narrators for oral histories. They will conduct and transcribe up to 20-25 oral histories with former and current park staff, stakeholders, and tribal members. The project historian will deliver a preliminary outline and bibliography for the administrative history in addition to these oral histories as a fulfillment of component A of the project.

Project Background

Petroglyph National Monument is located in Albuquerque, New Mexico, and is co-managed by the National Park Service and the City of Albuquerque's Open Space division. The monument is about 7,200 acres spread out over four main units: Boca Negra Canyon, Rinconada Canyon, Piedras Marcadas Canyon, and Volcanoes Day Use Area. It is significant for its concentration of over 20,000 petroglyphs carved into volcanic rock. The monument is a sacred space for Indigenous peoples while also serving as a recreation space for Albuquerque locals.

PETR was established as a national monument under the joint administration of the National Park Service and the City of Albuquerque's Open Space division in 1990. It incorporated the existing Indian Petroglyph State Park which was created in 1973 and managed by the City of Albuquerque's Open Space division.

The monument is one of the earliest co-managed national park sites within the national park system.

Below is a preliminary list of topics and research questions. These topics should be developed and considered throughout the administrative history. It is expected that the project historian will develop their own, based on their review of the source material.

Topics:

- **Administration by the City of Albuquerque:** How did events in Albuquerque lead to the creation of Indian Petroglyph State Park? How did the site's creation fit within the city's Open Space program? How did the creation of the site fit within local and state preservation efforts? How did the city acquire the land? What was the state of New Mexico's involvement with the creation of Indian Petroglyph State Park? Did the city build any infrastructure? What archeological excavations occurred during this time? What happened to the artifacts? What local or community groups were involved with the creation of Indian Petroglyph State Park? Did the city have relationships with the Pueblos and other traditionally associated Tribes? Did the city provide any visitor services or interpretation? Are there any known visitation statistics? What was the city's role in the establishment of the national monument and its management model?
- **Authorization and Establishment:** What was the motivation behind the founding of Petroglyph National Monument? Was there a movement supporting the Monument's establishment? If so, who was behind that movement? How was the co-management of the site set up between the National Park Service and the City of Albuquerque? What was the motivation behind having the site be co-managed?
- **Administration:** Who were the key NPS and Albuquerque staff members in the past thirty years? How did the monument change? How did staffing levels change? How did funding change? Has the monument charged entrance fees in the past and if so, why did that change? How did park administration respond to sequestration, government shutdowns, and the COVID pandemic?

- **Land Acquisition:** Was additional land acquired during the site's time as Indian Petroglyph State Park? Did the monument acquire any new land since its designation as a national monument in 1990? What role has the state of New Mexico played in land acquisition for either Indian Petroglyph State Park or PETR? How did city strategies supporting land acquisition compare to NPS strategies?
- **Urban Development:** How has urban development affected both Indian Petroglyph State Park and Petroglyph National Monument? How have Albuquerque city politics played a role in urban development around the monument? How have discussions about development and planning between the city and the NPS changed over time? How did the NPS react to the construction of Unser Boulevard? How did the NPS react to the construction of Paseo del Norte? What was the NPS relationship with the Atrisco Land Grant heirs (Westland Corp)?
- **Relationship with Pueblos and other affiliated or traditionally associated tribes:** How did NPS management include or not include traditionally associated tribes in park planning during the twentieth century? How and when did these relationships change? What effect did change have? How did the park implement NAGPRA? Did any major changes happen within tribal governments that influenced the tribes' relationship to the Monument? Have there been any special initiatives to hire indigenous people into the Monument? What was the outcome of those initiatives? In what ways, if any, does the city engage with tribes?
- **Archeological Research:** What major archeological efforts have occurred at PETR? What other archeological projects in the region helped inform archeologists' understanding of PETR? How did changes in the archeology profession impact management or interpretation of archeological resources at PETR? What was the purpose of including the creation of a Rock Art Research Center in the establishing legislation? Have there been any efforts to create a Rock Art Research Center at PETR? Why or why not? How has the practice of archeology at PETR changed over time? What efforts are there to promote or increase research?
- **Historic Preservation:** What major historic preservation initiatives or efforts have occurred at the monument? Did regional or national NPS initiatives impact these efforts (such as the Vanishing Treasures Program or the introduction of cultural landscape preservation)? How well has the park completed compliance with environmental laws (National Historic Preservation Act (NHPA) and National Environmental Policy Act (NEPA))? What are present NHPA/NEPA roles and responsibilities? What processes have been used for NHPA/NEPA compliance? What challenges has the historic preservation program faced and continue to face today?
- **Collections Management:** How have the park's museum collections (objects and archives) been managed and developed since the Monument's establishment? How have these resources played a role in management decisions? How has the land ownership status (City vs. Federally owned land) affected development and management of the museum collections?
- **Natural Resource Program:** What major natural resource initiatives or efforts occurred at PETR? What was the impact of the Natural Resource Challenge? What has the park done for climate

research? Has the park incorporated Traditional Ecological Knowledge into park management? If so, how? If not, why?

- **Local Community, Philanthropy, Non-Profit Partners (Friends of the Albuquerque Petroglyphs, Western National Parks Association):** What are PETR's relationships with their non-profit partners? How have those relationships changed over time? Have there been other bookstore cooperators in the park's history? How were the Friends of the Albuquerque Petroglyphs related to the monument? How were the Friends of the Albuquerque Petroglyphs involved in the creation of the monument? How were the Friends of the Albuquerque Petroglyphs involved in issues related to the monument (ex: construction of Paseo del Norte, construction of Unser Blvd, other development around the park)? How has the relationship between PETR and the local community changed over time? What local communities or stakeholder groups have engaged with PETR in the past? How has the community been involved with PETR over time?
- **Petroglyph National Monument Advisory Committee:** What was the purpose of the Petroglyph National Monument Advisory Committee? How was the committee structured? How were members chosen for the committee? How did the committee interact with monument management (both NPS and city)? Were there any disagreements of particular importance between PETR and the committee? Why was the committee allowed to sunset?
- **Interpretation:** How has interpretation changed over PETR's existence? Does this reflect larger trends in the NPS? How have indigenous perspectives been included in interpretation at PETR? Why and when was the cultural demonstrator program started and how has it changed over time? How has PETR worked with other area NPS sites in implementing its cultural demonstrator program? How has that changed over time? What are the major annual events held at the park and how have those changed over time? Have there been significant one-time public events? If so, what? How has the park volunteer program changed over time, both in size and types of positions? How has social media/web presence been used in the PETR interpretation program and what challenges and opportunities has that presented?
- **Visitor Safety and Resource Protection:** How have PETR's efforts to protect resources and visitors changed over the park's existence? How did City of Albuquerque law enforcement (first Open Space, then city police) and NPS law enforcement coordinate law enforcement activities within the monument? How did losing the ABQ Open Space law enforcement presence change law enforcement within the park? How has the relationship with ABQ city police changed over time? How has land ownership within the monument (federal/state/city) affected the way laws are enforced in the monument (ex: Archaeological Resources Protection Act)? Has PETR's urban setting presented unique law enforcement challenges especially within the context of NPS law enforcement personnel experience and trends?

Research Resources:

The most important primary sources for the administrative history will be:

- Superintendent's monthly, quarterly, and annual reports;

- PETR central and project files, including official reports, correspondence and studies;
- Five oral history interviews conducted with former staff and stakeholders;
- NPS reports and correspondence in regional office files;
- Newspaper clippings;
- Records of affiliated and traditionally associated Pueblos and Tribes

The NPS has already identified several collections and repositories to facilitate this study. The listing below is not comprehensive and is not intended to limit the project historian to only those repositories. In fact, the project historian should identify other collections and repositories with additional relevant material. However, it is expected that most of the research will occur at Petroglyph National Monument and the City of Albuquerque Open Space offices.

- NPS Technical Information Center, Lakewood, CO;
- National Archives and Records Administration, Denver, CO;
- Federal Records Center, Denver, CO;
- NPS Western Archeological and Conservation Center, Tucson, AZ;
- National Archives and Records Administration, College Park, MD;
- NPS History Collection, Harpers Ferry, WV;
- Albuquerque Public Library, Albuquerque, NM;
- City of Albuquerque Planning Department, Albuquerque, NM;
- University of New Mexico Center for Southwest Research, Albuquerque, NM

As noted above, this list is preliminary. The project historian is expected to identify other repositories which hold appropriate materials relevant to this study. Some institutions may have material online which could limit the need to travel to those repositories. As part of the project historian's research, access to both public and restricted sites within parks may be necessary. NPS has also prepared a preliminary bibliography to help the PI get started, which will be provided upon taking on the project.

Materials Collected and Created:

All material collected and created as part of the project will be archived as project records. Such material includes oral history recordings and transcripts, documents, photographs, maps, microfilm, drawing, notecards, digital files, etc. The project team may publish reports or other products based on the research conducted under this agreement, provided the NPS role is acknowledged, and no sensitive information is shared.

Explanation of Deliverables

Oral Histories, Tribal Engagement Plan, and Preliminary Outline and Bibliography

The project historian will work with the tribal engagement specialist in the [development of the tribal engagement plan](#), and once finalized, will work to implement and adhere to the plan throughout the course of the project, including how and when the tribes and Pueblos would like to be engaged. The administrative history project team will work with this specialist to ensure that tribal and pueblo members are engaged in a meaningful way.

The project historian will complete between 20-25 audio interviews with former and current park staff and key stakeholders. The project historian will work with PETR staff, Agreements Technical Representative (ATR), and project tribal specialist to develop a list of people to be interviewed for the project. The interviews should be conducted according to best practices outlined by the Oral History Association. In person interviews are preferred, but remote interviews may also be acceptable due to extenuating circumstances. Audio recordings should be produced in uncompressed WAV format (24 bit, 96 khz, stereo, .wav). Each interview should be transcribed and then reviewed by the narrator. Each narrator will need to sign an NPS Interview Release Form. All release forms, audio files, transcripts, and notes will be transmitted to the park at the conclusion of Component A of the project.

Finally, the project historian will undertake secondary source research and preliminary archival investigations. This research, combined with oral histories, will be the foundation for a detailed outline of the administrative history along with a preliminary bibliography.

The Component A work will be reviewed in iterations (see schedule below). The project historian will submit one (1) electronic copy of each iteration to the Agreements Technical Representative (ATR) for review. The draft will be prepared using Microsoft Word 2010 or higher.

Drafts requiring extensive proofreading or lacking the minimum content required by this Statement of Work will be returned to the Recipient as unacceptable. Revised draft reports may be required if substantial revisions are required and project schedule negotiated accordingly. The NPS will provide written comments on the drafts within 45 days of receipt. The second full draft will be reviewed by a historian outside the NPS, coordinated by the Recipient.

The project historian will deliver the final version of Component A deliverables to the NPS as an electronic file or files in both Microsoft Word and Adobe PDF.

Project Records

Paper and digital project documents will be accepted, but not duplicate materials. Format-neutral records created by this project to include official correspondence will be arranged in chronological order labeled with physical and digital file folder names. Born-digital images should be captured in TIFF format. Individual images should include minimal descriptive metadata (title, date, creator, unique ID) either embedded or in accompanying photo log. Born-digital textual documents are preferred in PDF/A file format, but TIFF file format is acceptable.

Transfer of Knowledge

With input from the National Park Service, the project historian will develop a public product to disseminate information from the project. Examples include a public presentation, a series of web essays, or a published academic article.

Suggested Schedule of Deliverables

Below is a suggested timeline for delivery of the required products, which may change due to external factors such as natural disasters or lapses in appropriations.

This timeline is also negotiable depending on the needs of the selected project team. The project team may submit a proposed amended timeline with your letter of interest, and changes to the suggested schedule below will be approved by NPS.

PRODUCT	DETAILED DESCRIPTION	DUE	PAYMENT
Kick-off meeting	Initial meeting (or series of meetings) with NPS and NCPH staff.	October 20, 2025	10% (\$5,100.00) upon completion of meeting
Component A			
Tribal Engagement Meetings	The project historian will work with the tribal engagement specialist in the development of the tribal engagement plan, and once finalized, will work to implement and adhere to the plan throughout the course of the project, including how and when the tribes and Pueblos would like to be engaged. The administrative history project team will work with this specialist to ensure that tribal and pueblo members are engaged in a meaningful way.	January - August 2026	10% (\$5,100.00) upon completion of meetings
Review Draft Tribal Engagement Plan	The project historian will review the draft plan submitted by the tribal engagement specialist. <i>NPS review period: 45 days</i>	March 15, 2026	10% (\$5,100.00) by April 15, 2026
Proposed List of Oral History Narrators	The project historian will work with PETR staff, Agreements Technical Representative (ATR), and project tribal engagement specialist to	May 15, 2026	10% (\$5,100.00) by July 1, 2026

	develop a list of people to be interviewed for the project. <i>NPS review period: 45 days</i>		
Sample Oral History Transcript	The project historian will submit a sample oral history transcript for NPS approval before proceeding with the rest of the oral histories. <i>NPS review period: 45 days</i>	July 15, 2026	20% (\$10,200.00) by September 1, 2026
Implementation of Tribal Engagement Plan and progress meeting	The project historian will work with the tribal engagement specialist on final implementation of the approved engagement plan and meet with NCPH and NPS to update on the plan implementation.	By October 15, 2026	10% (\$5,100.00) upon completion
Oral Histories and Transcripts	The project historian will complete between 20-25 audio interviews with former and current park staff and key stakeholders. The interviews should be conducted according to best practices outlined by the Oral History Association.	October 15, 2027	10% (\$5,100.00) by December 1, 2027
Preliminary Outline and Bibliography	The project historian will undertake secondary source research and preliminary archival investigations. This research, combined with the oral histories, will be the foundation for a detailed outline of the administrative history along with a preliminary bibliography to set up Component B of the project.	October 15, 2027	20% (\$10,200.00) by December 1, 2027

Personnel Qualifications

1. The Principal Investigator

The Principal Investigator (PI) is responsible for all aspects of managing the proposed study. The PI must have a PhD, MA, or equivalent in United States History (no exceptions). A level of experience equivalent to a PhD is acceptable and may be evidenced by a publication record demonstrating a professional level of research, analysis, and report preparation. It is expected that the publication record will reflect an understanding and ability to apply research methodology, and education and experience beyond that of

a project historian. For this project we are looking for a PI with a PhD, *or* an MA with relevant experience doing long-term research and preparing monograph-length works using primary and secondary sources.

2. Project Historian(s)

Although the overall research design, guidance, and responsibility for the completed study lies with the Principal Investigator, the PI may utilize the assistance of project historians (PH) and other project staff at their discretion to accomplish the research. The minimum requirements for a PH are a Bachelor's and Master's degrees in United States History from an accredited college or university. A Master's thesis in history or its equivalent in research and publication are highly recommended.

3. Standards for consultants

Personnel hired or subcontracted for their special knowledge and expertise must carry academic and/or experiential qualifications in their particular area of expertise. Such qualifications are to be documented by means of vitae attachments when the proposal is prepared and submitted.

Stipulations

- The principal investigator must be fully qualified personnel according to the Secretary of the Interior's standards for professional historians, outlined in [NPS-28: Cultural Resource Management Guidelines, Appendix E](#).
- All material collected and created as part of the project will remain the property of the Federal Government. Such material includes oral history recordings and transcripts, documents, photographs, maps, microfilm, drawing, notecards, computer files, etc.
- All reports and material collected resulting from the study will become the property of the United States Government. The project historian may publish reports or other products based on the research conducted under this agreement, provided the NPS role is acknowledged and no sensitive information is shared.

Submitting Your Letter of Interest

Your letter of interest be emailed to ncph@iu.edu by September 22, 2025. It should come in the form of a single PDF attached to the email, and should include:

1. a full C/V for the PI (or for each member of the proposed project team, if multiple researchers will be involved);
2. a one-page proposal letting us know why you'd be the right fit for this project. Please include an explanation of your approach to the project;
3. a professional writing sample of at least 4,000-5,000 words, demonstrating original research and use of secondary source citations;
4. a proposed line-item budget for Component A's project budget that includes:

- . Personnel services including PI and other personnel
 - . Miscellaneous personal expenses
 - . Supplies and equipment
 - . Travel
 - . Overhead, Indirect, and In-kind costs if applicable
 - . Other expenses
 - . Total project cost
2. any suggested changes to the schedule of work found above, along with a work schedule proposing at least four check-in meetings with NPS and NCPH.
 3. an explanation of your previous experience engaging and consulting with pueblo and Tribal representatives and histories.

Future Work

Component B: Administrative History (to be funded in FY26 for work completed between October 2027 and December 2029)

The project historian will conduct research using both primary and secondary sources to create an administrative history of Petroglyph National Monument. The final document will be a peer-reviewed, monograph length study. The project historian will also transfer the knowledge gained from the administrative history via a public presentation, a series of web essays, or another product aimed at engaging the public with this research.

Component B: Expected Deliverables

1. Administrative History

The following are the components of the administrative history, at a minimum:

- Table of contents: The table of contents must list the titles of all major divisions and the first-level subdivisions in the study and provide page numbers for all major divisions.
- List of illustrations: A list of illustrations must include captions and give page numbers for photographs, figures/illustrations, maps, and other forms of graphics subject matter. If warranted, separate lists for specific types of illustrations may be used.
- Acknowledgements: The acknowledgements must include any obligatory or appropriate personal or organizational acknowledgements.
- List of abbreviations and/or acronyms: The list must include nonstandard abbreviations and acronyms used in the report. The spelled-out version of a term should be given the first time the term appears within the study.

- Executive Summary: The executive summary must contain background information about the scope of the research preparation of the study. It will discuss methods and summarize major findings.
- Introduction: The introduction should include general background information on the geographic location, history, and significance of Petroglyph National Monument and its resources. It should summarize previous administrative history efforts, describe the project's research methodology, and outline (or summarize) key themes/findings in the study.
- Narrative history (organized chronologically or topically, as appropriate): This section represents the main body of the product and must address the topics described above. The narrative must synthesize existing research and provide primary research, as appropriate. Use of primary sources, including oral history interviews, in writing this section is critical. Photographs, maps, charts, and other figures will be used as necessary to enhance the text. The overview history must contain footnotes (rather than end notes or reference notes).
- Epilogue or conclusion: The epilogue (or conclusion) must consist of a closing statement that provides further comment, if appropriate, on the interpretation of the information found in the study.
- Footnotes and Bibliography: All references should be made using the latest edition of the Chicago Manual of Style.
- Appendices:
 - Organization charts;
 - List of PETR superintendents and other key staff;
 - Chronology of notable events in PETR history;
 - Annual park visitation statistics;
 - Historic budget information;
 - Other documents or summaries as appropriate; and
 - Index

The Recipient is responsible for the final report copyediting, design and formatting of the cover, spine, and back for the final printed version of the administrative history are part of this project and will be approved by PETR staff. The ATR will provide a signature page to include in the final formatted report.

The study will conform to National Park Service standards (Director's Order #28) and the 2015 Guide to Preparing Administrative Histories (draft) regarding historical methodology of research and writing. The project historian should also follow the American Historical Association's Statement on Standards of Professional Conduct (updated 2019). Furthermore, the narrative should be written in a manner that is clear, concise, and accessible to multiple audiences.

It is the responsibility of the project historian to gain permission to publish non-NPS images. All illustrations used in the final document will be credited. If any of the illustrations carry restrictions (such as one-time use limitations), the project historian will provide this information to the NPS. The electronic file(s) supplied to NPS will be adequate for transmission to a printer or for incorporation into a final file or files to be prepared by NPS for transmission to a printer to be selected by the NPS.

Component B	<i>Component B dates and deliverables are subject to change and dependent on funding.</i>		
Sample Draft Chapter		January 15, 2028	Payment as agreed upon between NPS, NCPH, and PI to be delivered 45 days after submission.
First Draft		June 15, 2028	Payment as agreed upon between NPS, NCPH, and PI to be delivered 45 days after submission.
Second Draft for External Peer Review		October 15, 2029	Payment as agreed upon between NPS, NCPH, and PI to be delivered 45 days after submission.
Final Draft of print-ready Administrative History, TOK, Project Records		December 20, 2029	