

## CALL FOR CONSERVATORS

*Response requested by Friday, April 13, 2018*

The Federal Emergency Management Agency (FEMA), in support of the Natural & Cultural Resources Recovery Support Function for DR-4339-PR, seeks professional conservators with the expertise to estimate treatment hours for an assessment of damage to museum, library, and archives collections in Puerto Rico.

Hurricanes Irma and Maria caused extensive damage to cultural institutions across Puerto Rico. Paper and book collections, paintings, furniture, textiles, and other collection items suffered direct impacts from flooding, leaking roofs, mold, and/or elevated relative humidity (RH) conditions. Managers of the FEMA Natural & Cultural Resources Sector and Natural and Cultural Resources Recovery Support Function (NCR RSF) of the National Disaster Recovery Framework are seeking professional services to assess damage to collections and develop cost estimates for treatment of those collections.

The damage cost estimates produced must be produced as soon as possible. Submission of these estimates must begin by 5/6/2018 and will be due no later than 5/13/2018.

FEMA seeks contractors with:

- A Master's degree in art conservation or an equivalent combination of training and experience
- A minimum of 5 years' experience in one of the following specialties: books, paper, textiles, objects, or paintings
- The ability to estimate treatment hours in at least one of the above specialties
- The ability to work as part of a team and independently
- Good social and communication skills: effective oral communication, writing, project management, and team skills
- Proficiency in office systems software, especially Excel
- Spanish speaking an asset

The Contractor shall be required to:

- Start travel to Puerto Rico on or about 4/22/18 and end travel on 5/18/18
- Have a valid driver's license
- Work 6 days a week for 4 weeks, with daily work hours ranging from 8 – 12 hours
- Be a U.S. citizen

To apply, send an application packet to [fema-hentf-pr@fema.dhs.gov](mailto:fema-hentf-pr@fema.dhs.gov) with the following information, **no later than Fri., 4/13/18**:

- A letter describing your qualifications
- A fixed-price quote for the cost for services per the Scope of Work and that itemizes travel costs, including lodging, car rental, and Meals & Incidental Expenses (M&IE) per GSA travel rates.

For more information, refer to the [Scope of Work].

Questions? Email [fema-hentf-pr@fema.dhs.gov](mailto:fema-hentf-pr@fema.dhs.gov).