

Request for Proposals:

Jewish Pioneers Historical Research

The New Mexico History Museum (NMHM) is seeking proposals from experienced researchers for gathering and assessment of information related to the pioneer Jewish experience in New Mexico. The work will support development and use of the Sue and Felix Warburg Collection at the New Mexico History Museum.

Background

The New Mexico History Museum is a statewide educational resource, local landmark, and destination for anyone who wants to understand the diverse experiences of the people of New Mexico, the dynamics that have shaped our state, and the relationships that connect our region with the rest of the world. Building on more than a century of informative exhibitions, exceptional collections, and an iconic location in the heart of Santa Fe, the New Mexico History Museum is committed to service, community engagement, and rigorous scholarship.

Through a generous gift from Sue and Felix Warburg, the New Mexico History Museum is strengthening its collection of materials and information about Jewish Pioneers and expanding related educational programs.

The purpose of the Warburg Collection is to collect and hold documents, images, and objects that represent and illuminate the experience of Jewish Pioneers in New Mexico during the 19th century. Materials in the collection are intended for educational purposes including, but not limited to: research, exhibitions, publications, on-line presentations, and classroom studies.

To adequately address the Pioneer Jewish Experience in New Mexico, the collection and its related educational and research components may be expanded to include materials relevant to understanding the social, political, economic, and religious context of these pioneers prior to, during, and after their time in New Mexico.

This time frame encompasses the migration and settlement of Jews into New Mexico via the Santa Fe Trail and, after the 1870s, by railroad. Major areas of settlement included Santa Fe, Las Vegas, and Albuquerque as well as Clayton, Taos, Fort Sumner, Las Cruces, and Carlsbad. Small Jewish enclaves were also to be found in Deming, Roswell, Silver City, and Gallup. Not only did these families establish successful businesses, they often became prominent community leaders.

Scope of Work & Budget

In furtherance of this work, the New Mexico History Museum would like to engage a researcher to assist with archival and secondary source research regarding Jewish Pioneers in New Mexico.

Research topics include, but may not be limited to:

- Identification of complementary collections at other institutions—both public and private—in New Mexico, the American Southwest, and the United States. Each collection shall be described in terms of the type, intent, and extent of holdings with specific attention to materials associated with New Mexico’s Jewish Pioneers.
- Development of an outline of the nineteenth-century New Mexico Jewish pioneer experience. The outline shall include, but is not limited to, (a) the names of Jewish Pioneers along with when and where they were in New Mexico; (b) communities in New Mexico associated with Jewish pioneers; c) businesses associated with Jewish pioneers; and (d) other topics related to the pioneer Jewish experience in New Mexico.
- Preparation of an annotated bibliography of monographs, articles, and other published materials related to New Mexico’s Jewish pioneers.
- Creation of an inventory of research materials in the museum’s newly acquired collection from Sue and Felix Warburg.
- Preparation of an annotated list of readily available educational materials related to the experience of New Mexico’s Jewish pioneers. The list should include but is not limited to: (a) monographs and other published materials; (b) lesson plans; (c) exhibitions; (d) audio-visual materials; (e) guides for walking tours; (f) online resources; (g) traveling exhibits; and (h) other relevant materials.
- Identification of prospective audiences that may be particularly receptive to materials related to the New Mexico Jewish pioneer experience. Examples include: international, national, state, and local historical societies, synagogues, teachers, genealogists, and families descended from Jewish pioneers.
- Assessment of the potential for adaptation of the Jewish Landmark Tours conducted by Sue and Felix Warburg as an online resource for broad public use.
- Assessment of the potential for reissue of an updated version of the exhibit catalogue, *Jewish Pioneers of New Mexico* (Palace of the Governor exhibit, 2003; Published Museum of New Mexico Press, 2003).

The schedule for accomplishment of these work items shall be set by the contractor, subject to approval by the Project Manager. All work is to be completed by June 30, 2022 unless otherwise agreed to in writing.

While most of the work can be done remotely, researcher may need to access collections at the New Mexico History Museum. Researchers must be able to show that they well-versed in research, writing, and communication at a graduate level and show success on previous research projects.

Deliverables shall include one digital copy and two hard copies of a single report that consolidates all work products identified above. A draft of the report shall be submitted for review to the Project Manager. The final report can be a combination of narrative, bibliographical, spreadsheets, etc. as needed. Above all, the report must be well-sourced, thorough, and provide new information for the advancement and success of the Museum's project.

Funding available for this project is between \$12,000 and \$18,000. Compensation is \$27/hour. The researcher should expect to work 20-24 hours per week for 24 weeks with project completion by June 30, 2022.

Payments shall be made on a monthly basis pending submittal of a progress report, an invoice for hours spent on the project, and a breakdown of reimbursable expenses. Reimbursable expenses include research supplies, travel expenses, and related costs based on prior approval and submittal of receipts.

Terms and Conditions

As a material consideration for entering this contractual relationship, works and materials or authorship created or generated by Researcher, Research covenants and warrants that Researcher shall, and hereby does, assign all ownership and rights, including but not limited to copyright and other intellectual property rights, to those works and materials to the Board of Regents (BOR) of the Museum of New Mexico. Researcher further covenants and warrants that Research shall execute any and all additional writings and instruments to evidence such ownership in the BOR.

If the responsibilities outlined above are not met in a reasonable and professional fashion, NMHM has the right to withhold payment.

RFP and Contract Award Timeline

RFP Distributed -- November 1, 2021
Deadline for Submitting Questions -- November 15, 2021
Responses to Questions -- November 22, 2021
Submission Deadline -- December 1, 2021
Contract Awarded -- December 15, 2021
Contractor Start – January 3, 2022

Submission Requirements

Cover Letter Indicating Interest in Project
CV or Résumé
Summary of Work Plan including a Schedule
Budget and Requested Fee Schedule
Two Letters of References

Selection Criteria

Award of the contract will be based on the following:

Knowledge of Jewish American and/or Southwest history
Prior research experience detailed in the cover letter
Ability to write in a clear and concise manner on a variety of topics
Ability to produce professional research reports on time and within budget
Ability to assess the interests of potential audiences in museum programs
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Contact

Questions about this project and RFP submissions should be directed to Heather McClure, Chavez Library, New Mexico History Museum. She can be reached at 505-476-5053 or at heather.mcclure@state.nm.us. Please submit the packet of information via email with the title “Jewish Pioneers Historical Research : [Your Last Name]” in the subject field.