



State of West Virginia
 Department of Administration
 Purchasing Division
 2019 Washington Street East
 Post Office Box 50130
 Charleston, WV 25305-0130

Request for Quotation

RFQ NUMBER
DCH07091

PAGE
1

ADDRESS CORRESPONDENCE TO ATTENTION OF
**SHELLY MURRAY
 304-558-8801**

RFQ COPY
TYPE NAME/ADDRESS HERE

HISTORIC DOCUMENTATION COMPANY, INC.
 490 WATER ST.
 PORTSMOUTH, RI 02871

DIVISION OF CULTURE & HISTORY

**CULTURAL CENTER
 1900 KANAWHA BOULEVARD, EAST
 CHARLESTON, WV
 25305-0300 558-0220**

DATE PRINTED	TERMS OF SALE	SHIP VIA	F.O.B.	FREIGHT TERMS
07/26/2007				

BID OPENING DATE: **08/22/2007** BID OPENING TIME **01:30PM**

LINE	QUANTITY	UOP	CAT NO	ITEM NUMBER	UNIT PRICE	AMOUNT
REQUEST FOR QUOTATION THE PURCHASING DIVISION IS SOLICITING BIDS FOR THE WV DIVISION OF CULTURE AND HISTORY TO PROVIDE THE SERVICE OF CONDUCTING AN INTENSIVE HISTORIC RESOURCE SURVEY OF THE STATE PARK SYSTEM'S CIVILIAN CONSERVATION CORPS/WORKS PROGRESS ADMINISTRATION (CCC/WPA) AND FARM SECURITY ADMINISTRATION (FSA) RESOURCES AND ALTERNATES. ATTACHMENTS: SPECIFICATIONS PURCHASING AFFIDAVIT INQUIRIES: WRITTEN QUESTIONS SHALL BE ACCEPTED THOROUGH CLOSE OF BUSINESS ON WEDNESDAY, AUGUST 15, 2007. QUESTIONS MAY BE SENT VIA USPS, FAX, COURIER OR EMAIL. IN ORDER TO ASSURE NO VENDOR RECEIVES AN UNFAIR ADVANTAGE, NO SUBSTANTIVE QUESTIONS WILL BE ANSWERED ORALLY. IF POSSIBLE, EMAIL QUESTIONS ARE PREFERRED. ADDRESS INQUIRIES TO: SHELLY MURRAY DEPARTMENT OF ADMINISTRATION PURCHASING DIVISION 2019 WASHINGTON STREET, EAST CHARLESTON, WV 25311 FAX: 304-558-4115 SMURRAY@WVADMIN.GOV						
0001	1	LS		968-77		\$ 43,800⁰⁰
HISTORIC RESOURCE SURVEY						

SEE REVERSE SIDE FOR TERMS AND CONDITIONS

SIGNATURE <i>Shelly Murray</i>	TELEPHONE 401.683.3483	DATE 28 AUGUST 2007
TITLE PRESIDENT	FEIN 43-2097458	ADDRESS CHANGES TO BE NOTED ABOVE

WHEN RESPONDING TO RFQ, INSERT NAME AND ADDRESS IN SPACE ABOVE LABELED 'VENDOR'

**GENERAL TERMS & CONDITIONS
PURCHASE ORDER/CONTRACT**

1. **ACCEPTANCE:** Seller shall be bound by this order and its terms and conditions upon receipt of this order.
2. **APPLICABLE LAW:** The laws of the State of West Virginia and the *Legislative Rules* of the Purchasing Division shall govern all rights and duties under the Contract, including without limitation the validity of this Purchase Order/Contract.
3. **NON-FUNDING:** All services performed or goods delivered under State Purchase Orders/Contracts are to be continued for the terms of the Purchase Order/Contract, contingent upon funds being appropriated by the Legislature or otherwise being made available. In the event funds are not appropriated or otherwise available for these services or goods, this Purchase Order/Contract becomes void and of no effect after June 30.
4. **COMPLIANCE:** Seller shall comply with all Federal, State and local laws, regulations and ordinances including, but not limited to, the prevailing wage rates of the WV Division of Labor.
5. **MODIFICATIONS:** This writing is the parties final expression of intent. No modification of this order shall be binding unless agreed to in writing by the Buyer.
6. **ASSIGNMENT:** Neither this Order nor any monies due, or to become due hereunder may be assigned by the Seller without the Buyer's consent.
7. **WARRANTY:** The Seller expressly warrants that the goods and/or services covered by this order will: {a} conform to the specifications, drawings, samples or other description furnished or specified by the Buyer {b} be merchantable and fit for the purpose intended and/or {c} be free from defect in material and workmanship.
8. **CANCELLATION:** The Director or Purchasing may cancel any Purchase Order/Contract upon 30 days written notice to the seller.
9. **SHIPPING, BILLING & PRICES:** Prices are those stated in this order. No price increase will be accepted without written authority from the Buyer. All goods or services shall be shipped on or before the date specified in this Order.
10. **LATE PAYMENTS:** Payments may only be made after the delivery of goods or services. Interest may be paid on late payments in accordance with the *West Virginia Code*.
11. **TAXES:** The State of West Virginia is exempt from Federal and State taxes and will not pay or reimburse such taxes.
12. **RENEWAL:** Any reference to automatic renewal is hereby deleted. The Contract may be renewed only upon mutual written agreement of the parties.
13. **BANKRUPTCY:** In the event the vendor / contractor files for bankruptcy protection, this contract is automatically null and void, and is terminated without further order.
14. **HIPAA Business Associate Addendum** - The West Virginia State Government HIPAA Business Associate Addendum (BAA), approved by the Attorney General, and available online at the Purchasing Division's web site (<http://www.state.wv.us/admin/purchase/vrc/hipaa.htm>) is hereby made part of the agreement. Provided that, the Agency meets the definition of a Covered Entity (45 CFR §160.103) and will be disclosing Protected Health Information (45 CFR §160.103) to the vendor.



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HISTORIC DOCUMENTATION COMPANY, INC.
 490 WATER ST.
 PORTSMOUTH, RI 02871

SHIP TO

**DIVISION OF CULTURE & HISTORY
 CULTURAL CENTER
 1900 KANAWHA BOULEVARD, EAST
 CHARLESTON, WV
 25305-0300 558-0220**

DATE PRINTED 07/26/2007	TERMS OF SALE	SHIP VIA	FOB	FREIGHT TERMS
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<p>CANCELLATION: THE DIRECTOR OF PURCHASING RESERVES THE RIGHT TO CANCEL THIS CONTRACT IMMEDIATELY UPON WRITTEN NOTICE TO THE VENDOR IF THE COMMODITIES AND/OR SERVICES SUPPLIED ARE OF AN INFERIOR QUALITY OR DO NOT CONFORM TO THE SPECIFICATIONS OF THE BID AND CONTRACT HEREIN.</p> <p>BANKRUPTCY: IN THE EVENT THE VENDOR/CONTRACTOR FILES FOR BANKRUPTCY PROTECTION, THIS CONTRACT IS AUTOMATICALLY NULL AND VOID, AND IS TERMINATED WITHOUT FURTHER ORDER.</p> <p>PURCHASING CARD ACCEPTANCE: THE STATE OF WEST VIRGINIA CURRENTLY UTILIZES A VISA PURCHASING CARD PROGRAM WHICH IS ISSUED THROUGH A BANK. THE SUCCESSFUL VENDOR MUST ACCEPT THE STATE OF WEST VIRGINIA VISA PURCHASING CARD FOR PAYMENT OF ALL ORDERS PLACED BY ANY STATE AGENCY AS A CONDITION OF AWARD.</p> <p style="text-align: center;">VENDOR PREFERENCE CERTIFICATE</p> <p>CERTIFICATION AND APPLICATION* IS HEREBY MADE FOR PREFERENCE IN ACCORDANCE WITH WEST VIRGINIA CODE, 5A-3-37 (DOES NOT APPLY TO CONSTRUCTION CONTRACTS).</p> <p>A. APPLICATION IS MADE FOR 2.5% PREFERENCE FOR THE REASON CHECKED:</p> <p>() BIDDER IS AN INDIVIDUAL RESIDENT VENDOR AND HAS RESIDED CONTINUOUSLY IN WEST VIRGINIA FOR FOUR (4) YEARS IMMEDIATELY PRECEDING THE DATE OF THIS CERTIFICATION; OR</p> <p>() BIDDER IS A PARTNERSHIP, ASSOCIATION OR CORPORATION RESIDENT VENDOR AND HAS MAINTAINED ITS HEAD-QUARTERS OR PRINCIPAL PLACE OF BUSINESS CONTINUOUSLY I</p>						

SEE REVERSE SIDE FOR TERMS AND CONDITIONS

SIGNATURE <i>Robert M. Casella</i>	TELEPHONE 401.683.3483	DATE 28 AUGUST 2007
TITLE PRESIDENT	FEIN 43-2097458	ADDRESS CHANGES TO BE NOTED ABOVE

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<p>WEST VIRGINIA FOR FOUR (4) YEARS IMMEDIATELY PRECEDING THE DATE OF THIS CERTIFICATION; OR 80% OF THE OWNERSHIP INTEREST OF BIDDER IS HELD BY ANOTHER INDIVIDUAL, PARTNERSHIP, ASSOCIATION OR CORPORATION RESIDENT VENDOR WHO HAS MAINTAINED ITS HEADQUARTERS OR PRINCIPAL PLACE OF BUSINESS CONTINUOUSLY IN WEST VIRGINIA FOR FOUR (4) YEARS IMMEDIATELY PRECEDING THE DATE OF THIS CERTIFICATION; OR</p> <p>() BIDDER IS A CORPORATION NONRESIDENT VENDOR WHICH HAS AN AFFILIATE OR SUBSIDIARY WHICH EMPLOYS A MINIMUM OF ONE HUNDRED STATE RESIDENTS AND WHICH HAS MAINTAINED ITS HEADQUARTERS OR PRINCIPAL PLACE OF BUSINESS WITHIN WEST VIRGINIA CONTINUOUSLY FOR THE FOUR (4) YEARS IMMEDIATELY PRECEDING THE DATE OF THIS CERTIFICATION.</p> <p>B. APPLICATION IS MADE FOR 2.5% PREFERENCE FOR THE REASON CHECKED:</p> <p>() BIDDER IS A RESIDENT VENDOR WHO CERTIFIES THAT, DURING THE LIFE OF THE CONTRACT, ON AVERAGE AT LEAST 75% OF THE EMPLOYEES WORKING ON THE PROJECT BEING BID ARE RESIDENTS OF WEST VIRGINIA WHO HAVE RESIDED IN THE STATE CONTINUOUSLY FOR THE TWO YEARS IMMEDIATELY PRECEDING SUBMISSION OF THIS BID;</p> <p>OR</p> <p>() BIDDER IS A NONRESIDENT VENDOR EMPLOYING A MINIMUM OF ONE HUNDRED STATE RESIDENTS OR IS A NONRESIDENT VENDOR WITH AN AFFILIATE OR SUBSIDIARY WHICH MAINTAINS ITS HEADQUARTERS OR PRINCIPAL PLACE OF BUSINESS WITHIN WEST VIRGINIA EMPLOYING A MINIMUM OF ONE HUNDRED STATE RESIDENTS WHO CERTIFIES THAT, DURING THE LIFE OF THE CONTRACT, ON AVERAGE AT LEAST 75% OF THE EMPLOYEES OR BIDDERS' AFFILIATE'S OR SUBSIDIARY'S EMPLOYEES ARE RESIDENTS OF WEST VIRGINIA</p>						

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<p>WHO HAVE RESIDED IN THE STATE CONTINUOUSLY FOR THE TWO YEARS IMMEDIATELY PRECEDING SUBMISSION OF THIS BID.</p> <p>BIDDER UNDERSTANDS IF THE SECRETARY OF TAX & REVENUE DETERMINES THAT A BIDDER RECEIVING PREFERENCE HAS FAILED TO CONTINUE TO MEET THE REQUIREMENTS FOR SUCH PREFERENCE, THE SECRETARY MAY ORDER THE DIRECTOR OF PURCHASING TO: (A) RESCIND THE CONTRACT OR PURCHASE ORDER ISSUED; OR (B) ASSESS A PENALTY AGAINST SUCH BIDDER IN AN AMOUNT NOT TO EXCEED 5% OF THE BID AMOUNT AND THAT SUCH PENALTY WILL BE PAID TO THE CONTRACTING AGENCY OR DEDUCTED FROM ANY UNPAID BALANCE ON THE CONTRACT OR PURCHASE ORDER.</p> <p>BY SUBMISSION OF THIS CERTIFICATE, BIDDER AGREES TO DISCLOSE ANY REASONABLY REQUESTED INFORMATION TO THE PURCHASING DIVISION AND AUTHORIZES THE DEPARTMENT OF TAX AND REVENUE TO DISCLOSE TO THE DIRECTOR OF PURCHASING APPROPRIATE INFORMATION VERIFYING THAT BIDDER HAS PAID THE REQUIRED BUSINESS TAXES, PROVIDED THAT SUCH INFORMATION DOES NOT CONTAIN THE AMOUNTS OF TAXES PAID NOR ANY OTHER INFORMATION DEEMED BY THE TAX COMMISSIONER TO BE CONFIDENTIAL.</p> <p>UNDER PENALTY OF LAW FOR FALSE SWEARING (WEST VIRGINIA CODE 61-5-3), BIDDER HEREBY CERTIFIES THAT THIS CERTIFICATE IS TRUE AND ACCURATE IN ALL RESPECTS; AND THAT IF A CONTRACT IS ISSUED TO BIDDER AND IF ANYTHING CONTAINED WITHIN THIS CERTIFICATE CHANGES DURING THE TERM OF THE CONTRACT, BIDDER WILL NOTIFY THE PURCHASING DIVISION IN WRITING IMMEDIATELY.</p> <p>BIDDER: -----</p>						

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<p>DATE: -----</p> <p>SIGNED: -----</p> <p>TITLE: -----</p> <p>* CHECK ANY COMBINATION OF PREFERENCE CONSIDERATION(S) IN EITHER "A" OR "B", OR BOTH "A" AND "B" WHICH YOU ARE ENTITLED TO RECEIVE. YOU MAY REQUEST UP TO THE MAXIMUM 5% PREFERENCE FOR BOTH "A" AND "B". (REV. 12/00)</p> <p>NOTICE</p> <p>A SIGNED BID MUST BE SUBMITTED TO:</p> <p>DEPARTMENT OF ADMINISTRATION PURCHASING DIVISION BUILDING 15 2019 WASHINGTON STREET, EAST CHARLESTON, WV 25305-0130</p> <p>THE BID SHOULD CONTAIN THIS INFORMATION ON THE FACE OF THE ENVELOPE OR THE BID MAY NOT BE CONSIDERED:</p> <p>SEALED BID</p> <p>BUYER: SM / FILE 31</p> <p>RFQ. NO.: DCH07091</p>						

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REQUEST FOR QUOTATION
West Virginia Division of Culture and History,
State Historic Preservation Office
State Parks New Deal Intensive Historic Resource Survey and
Alternates
RFQ # - DCH07091

Purpose:

The Acquisition and Contract Administration Section of the Purchasing Division (State), on behalf of the Division of Culture and History, State Historic Preservation Office (SHPO), is soliciting a Request for Quotation (RFQ) from qualified firms to provide the service of conducting an intensive historic resource survey of the State Park System's Civilian Conservation Corps/ Works Progress Administration (CCC/WPA) and Farm Security Administration (FSA) Resources and Alternates as per the Scope of Work.

Location:

The project will document resources at the following West Virginia state parks and forests:

Babcock State Park, Cabwaylingo State Forest, Cacapon State Park, Coopers Rock State Forest, Droop Mt. Battlefield State Park, Greenbrier State Forest, Hawks Nest State Park, Kahawha State Forest, Kumbrabow State Forest, Lost River State Park, Panther State Forest, Seneca State Forest, Watoga State Park, Pinnacle Rock State Park, Tomlinson Run State Park, and Holly River State Park.

SPECIFICATIONS:

Background:

The 75th anniversary of the New Deal will take place in 2008 throughout the country. This period of American history will be highlighted through various activities sponsored by the SHPO.

Scope of Work:

Conduct an intensive historic resource survey of all New Deal (CCC/WPA & FSA) resources located in West Virginia State Parks and Forests and prepare a National Register of Historic Places (NRHP) Multiple Property Document (MPD) as per the following specifications:

Item # 1. Complete research and write historic overview of the New Deal in West Virginia focusing on the construction of CCC/WPA & FSA resources in West Virginia's state parks and forests. The history will include footnotes and a bibliography which shall be formatted according to Kate Turabian's *A Manual for Writers of Term Papers, Theses, and Dissertations*. Repositories where research shall be conducted include (but are not limited to) the West Virginia State Archives, West Virginia Division of Natural Resources, and West Virginia University History Collection. Consultant must also conduct research at the associated park/forest when sources (primary and/or secondary) exist. Local repositories, such as county libraries, may also retain information.

Item # 2. Obtain a minimum of 30 historic photographs (at least one from each State Park and/or State Forest). Historic images must be provided in both electronic and hard copy format. Prints must meet the National Park Service 75-year permanence standard. Electronic files must be saved in .tiff format. The size of each image must be 1600x1200 pixels at 300 ppi or larger and saved in 8-bit (or larger) color format. Printed photographs must be labeled with the park/forest name, county, and if the pictured resources are extant, the resource name and site number. If no historic photographs exist for a park, the vendor must indicate in writing which sources were investigated.

Item # 3. Travel to and site-visits at each of the above-specified State parks/forests to accurately document resources.

Item # 4. Completion of a West Virginia Historic Property Inventory (HPI) Form for all CCC/WPA & FSA resources documented. Each resource, including outbuildings, will be documented separately. There are approximately 250 to 300 CCC/WPA & FSA resources in the State Park system. All HPI Forms will be supplied in both hard copy format and in Access or Approach database format. Each HPI Form will be submitted with a minimum of two current photographs. At least one of the photos for each resource will be a three-quarter view showing the main elevation. Photographs will be printed in black and white and must be a minimum of 4x6 inches. They will be submitted in archival photo sleeves. Photographs must be taken digitally and must meet the National Park Service's 75-year permanence standard. Photographs will also be submitted on CD-R media and saved in color. Electronic files will meet the National Park Service standard. NPS's Standards may be found at the following link:
<http://www.nps.gov/history/nr/policyexpansion.htm>

Photographs must be labeled with pencil or a felt-tipped pen with the resource name, site number, park/forest name, and county.

Item # 5. Complete United State Geological Survey (USGS) maps detailing resource locations. Maps printed from computer programs will be accepted. Maps must be labeled with name of county, quadrangle name, and resource site numbers.

Item # 6. Complete park maps detailing locations of all documented resources as well as other resources. Maps must be labeled with name of county, quadrangle name, and resource site numbers.

Item # 7. Complete formal written recommendations, with appropriate documentation, as to which resources are eligible for listing in the National Register of Historic Places (NRHP).

Item # 8. Complete a final survey report that will combine a historic overview of the New Deal in West Virginia and the state's parks and forests, survey methodology, description of property types, USGS maps, park maps, and a table of resources and recommendations.

Add Alternate #1

Complete a NRHP Multiple Property Cover Document (MPD) for CCC/WPA Resources in West Virginia State Parks.

Add Alternate #2

Complete a National Register Nomination Form for Hawks Nest State Park.

Add Alternate #3

Complete a National Register Nomination Form for Watoga State Park.

NOTE: For any or all accepted Add Alternates, the Consultant will be required to present the cover document and nominations to the State Archives and History Commission on a date selected by the SHPO. The consultant will be required to make any changes requested by the State Historic Preservation Office, the State Archives and History Commission, and/or the National Park Service.

Methodology:

The survey will be conducted in accordance with the Secretary of the Interior's *Standards for Identification and Evaluation* and the SHPO *Survey and National Register Manual*. The Multiple Property Submission and nominations must be prepared according to National Register Bulletins, *How to Complete the National Register Registration Form* and *How to Complete the National Register Multiple Property Documentation Form* and the SHPO *Survey and National Register Manual*. Any deviations must be pre-approved by and documented with the SHPO. All products shall be first submitted to the SHPO in draft format. The SHPO will have 60 days to review all draft materials and provide comments.

Time Frame:

The RFQ shall be completed by August 30, 2008

Payment Schedule:

The payment schedule will be rendered in four payments based on work completed and approved by the SHPO. All travel and other expenses related to the project shall be included in the base cost.

1. Following successful completion of research and site visits and SHPO review of draft history, HPI Forms, maps, and photographs.
2. Following final submission and approval by SHPO of survey report and HPI Forms.
3. Following submission and approval by SHPO and listing by National Park Service of a draft NRHP Multiple Property Document. If Add Alternate #1 is accepted by SHPO.
4. Following submission and approval by SHPO and listing by National Park Service of Hawks Nest State Park Nomination. If Add Alternate #2 is accepted by SHPO.

5. Following submission and approval by SHPO and listing by National Park Service of Watoga State Park Nomination. If Add Alternate #3 is accepted by SHPO.

Cost:

Vendor shall submit a detailed cost breakdown, item by item based on the Scope of Work. Refer to bidding return sheet.

Mandatory Qualifications:

1. Vendor must submit resumes of key personnel. Vendor shall confirm that key personnel assigned to project meet the requirements for National Register Historian detailed in 36 CFR 61.
2. Vendor must have successfully completed similar projects. Vendor bid must include information (such as the name and location of project) on at least three similar projects and a list of three references to verify previous projects.
3. Vendor must be registered as a Vendor with the State of West Virginia prior to award.

END OF RFQ

REQUEST FOR QUOTATION
West Virginia Division of Culture and History,
State Historic Preservation Office
State Parks New Deal Intensive Historic Resource Survey and
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BIDDING RETURN SHEET:

ITEM # 1:	\$ <u>4,400.00</u>
ITEM # 2:	\$ <u>1,600.00</u>
ITEM # 3:	\$ <u>6,300.00</u>
ITEM # 4:	\$ <u>16,400.00</u>
ITEM # 5:	\$ <u>900.00</u>
ITEM # 6:	\$ <u>900.00</u>
ITEM # 7:	\$ <u>1,600.00</u>
ITEM # 8:	\$ <u>4,400.00</u>

SUB TOTAL COST
(including expenses): \$ 36,500.00

ADD ALTERNATE # 1: \$ 2,900.00

ADD ALTERNATE # 2: \$ 2,200.00

ADD ALTERNATE # 3: \$ 2,200.00

TOTAL PROJECT COST (Including Add Alternates)
 \$ 43,800.00

This Proposal is submitted in the name of:

Firm or Individual: HISTORIC DOCUMENTATION COMPANY INC

By: *Kurtis Canby*
 (Signature)

PRESIDENT
 (Title)

Date: 28 AUGUST 2007

STATE OF WEST VIRGINIA
Purchasing Division

PURCHASING AFFIDAVIT

West Virginia Code §5A-3-10a states: No contract or renewal of any contract may be awarded by the state or any of its political subdivisions to any vendor or prospective vendor when the vendor or prospective vendor or a related party to the vendor or prospective vendor is a debtor and the debt owned is an amount greater than one thousand dollars in the aggregate

DEFINITIONS:

"Debt" means any assessment, premium, penalty, fine, tax or other amount of money owed to the state or any of its political subdivisions because of a judgment, fine, permit violation, license assessment, defaulted workers' compensation premium, penalty or other assessment presently delinquent or due and required to be paid to the state or any of its political subdivisions, including any interest or additional penalties accrued thereon.

"Debtor" means any individual, corporation, partnership, association, limited liability company or any other form or business association owing a debt to the state or any of its political subdivisions. "Political subdivision" means any county commission; municipality; county board of education; any instrumentality established by a county or municipality; any separate corporation or instrumentality established by one or more counties or municipalities, as permitted by law; or any public body charged by law with the performance of a government function or whose jurisdiction is coextensive with one or more counties or municipalities. "Related party" means a party, whether an individual, corporation, partnership, association, limited liability company or any other form or business association or other entity whatsoever, related to any vendor by blood, marriage, ownership or contract through which the party has a relationship of ownership or other interest with the vendor so that the party will actually or by effect receive or control a portion of the benefit, profit or other consideration from performance of a vendor contract with the party receiving an amount that meets or exceed five percent of the total contract amount.

EXCEPTION: The prohibition of this section does not apply where a vendor has contested any tax administered pursuant to chapter eleven of this code, workers' compensation premium, permit fee or environmental fee or assessment and the matter has not become final or where the vendor has entered into a payment plan or agreement and the vendor is not in default of any of the provisions of such plan or agreement.

LICENSING: Vendors must be licensed and in good standing in accordance with any and all state and local laws and requirements by any state or local agency of West Virginia, including, but not limited to, the West Virginia Secretary of State's Office, the West Virginia Tax Department, West Virginia Insurance Commission, or any other state agencies or political subdivision. Furthermore, the vendor must provide all necessary releases to obtain information to enable the Director or spending unit to verify that the vendor is licensed and in good standing with the above entities.

CONFIDENTIALITY: The vendor agrees that he or she will not disclose to anyone, directly or indirectly, any such personally identifiable information or other confidential information gained from the agency, unless the individual who is the subject of the information consents to the disclosure in writing or the disclosure is made pursuant to the agency's policies, procedures and rules. Vendors should visit www.state.wv.us/admin/purchase/privacy for the Notice of Agency Confidentiality Policies.

Under penalty of law for false swearing (West Virginia Code, §61-5-3), it is hereby certified that the vendor acknowledges the information in this said affidavit and are in compliance with the requirements as stated.

Vendor's Name: HISTORICAL DOCUMENTATION COMPANY, INC.

Authorized Signature: [Signature] Date: 28 August 2007



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08/17/2007				
BID OPENING DATE: 08/29/2007		BID OPENING TIME 01:30PM		

LINE	QUANTITY	UOP	CAT NO	ITEM NUMBER	UNIT PRICE	AMOUNT
				ADDENDUM NO. 1		
				THIS ADDENDUM IS ISSUED TO ANSWER QUESTIONS SUBMITTED PRIOR TO THE AUGUST 15, 2007 DEADLINE (PER THE ATTACHED) AND TO EXTEND THE BID OPENING DATE.		
				BID OPENING DATE IS EXTENDED TO : 08/29/2007		
				BID OPENING TIME REMAINS: 1:30 PM		
				***** END ADDENDUM NO. 1 *****		
0001		LS		968-77		
				HISTORIC RESOURCE SURVEY		
				***** THIS IS THE END OF RFQ DCH07091 ***** TOTAL:		\$ 43,800 ⁰⁰

SEE REVERSE SIDE FOR TERMS AND CONDITIONS		
SIGNATURE <i>[Signature]</i>	TELEPHONE 401.683.3483	DATE 28 AUGUST 2007
TITLE PRESIDENT	FEIN 43-2097458	ADDRESS CHANGES TO BE NOTED ABOVE

WHEN RESPONDING TO RFQ, INSERT NAME AND ADDRESS IN SPACE ABOVE LABELED 'VENDOR'

**GENERAL TERMS & CONDITIONS
REQUEST FOR QUOTATION (RFQ) AND REQUEST FOR PROPOSAL (RFP)**

1. Awards will be made in the best interest of the State of West Virginia.
2. The State may accept or reject in part, or in whole, any bid.
3. All quotations are governed by the *West Virginia Code* and the *Legislative Rules* of the Purchasing Division.
4. Prior to any award, the apparent successful vendor must be properly registered with the Purchasing Division and have paid the required \$125.00 registration fee.
5. All services performed or goods delivered under State Purchase Orders/Contracts are to be continued for the term of the Purchase Order/Contract, contingent upon funds being appropriated by the Legislature or otherwise being made available. In the event funds are not appropriated or otherwise available for these services or goods, this Purchase Order/Contract becomes void and of no effect after June 30.
6. Payment may only be made after the delivery and acceptance of goods or services.
7. Interest may be paid for late payment in accordance with the *West Virginia Code*.
8. Vendor preference will be granted upon written request in accordance with the *West Virginia Code*.
9. The State of West Virginia is exempt from federal and state taxes and will not pay or reimburse such taxes.
10. The Director of Purchasing may cancel any Purchase Order/Contract upon 30 days written notice to the seller.
11. The laws of the State of West Virginia and the *Legislative Rules* of the Purchasing Division shall govern all rights and duties under the Contract, including without limitation the validity of this Purchase Order/Contract.
12. Any reference to automatic renewal is hereby deleted. The Contract may be renewed only upon mutual written agreement of the parties.
13. **BANKRUPTCY:** In the event the vendor/contractor files for bankruptcy protection, this contract is automatically null and void, and is terminated without further order.
14. **HIPAA Business Associate Addendum** - The West Virginia State Government HIPAA Business Associate Addendum (BAA), approved by the Attorney General, and available online at the Purchasing Division's web site (<http://www.state.wv.us/admin/purchase/vrc/hipaa.htm>) is hereby made part of the agreement. Provided that, the Agency meets the definition of a Covered Entity (45 CFR §160.103) and will be disclosing Protected Health Information (45 CFR §160.103) to the vendor.

INSTRUCTIONS TO BIDDERS

1. Use the quotation forms provided by the Purchasing Division.
2. **SPECIFICATIONS:** Items offered must be in compliance with the specifications. Any deviation from the specifications must be clearly indicated by the bidder. Alternates offered by the bidder as **EQUAL** to the specifications must be clearly defined. A bidder offering an alternate should attach complete specifications and literature to the bid. The Purchasing Division may waive minor deviations to specifications.
3. Complete all sections of the quotation form.
4. Unit prices shall prevail in cases of discrepancy.
5. All quotations are considered F.O.B. destination unless alternate shipping terms are clearly identified in the quotation.
6. **BID SUBMISSION:** All quotations must be delivered by the bidder to the office listed below prior to the date and time of the bid opening. Failure of the bidder to deliver the quotations on time will result in bid disqualifications.

SIGNED BID TO:

Department of Administration
Purchasing Division
2019 Washington Street East
Post Office Box 50130
Charleston, WV 25305-0130

RFQ: DCH07091
Addendum No. 1
Questions and Answers

1.) We would like to confirm that delivery of our proposal can be made via either FedEx or UPS.

A. Yes, you may send your proposal by any mailing method you chose.

2.) For the historic photographs that are to be obtained (item #2), we are interested to know if high quality digital or film photographs of these images are acceptable, or if a high resolution scan is acceptable.

A. Any of the above is acceptable.

3.) Under Item #4, its estimated there are 250-300 CCC/WPA and FSA resources in the state park system. Should this be construed to mean that there are 250-300 individual resources, such as buildings and structures, or that some of the resources include multiple features (for example, a campground with 10 cabins, an outdoor fire pit, and a nearby walking trail)? If it is the latter, is an HPI form to be prepared for each feature or for the resource as a whole?

A. Each resource should be documented o an HPI form.

4.) Has a budget for the project been established, and in what amount?

A. The State of West Virginia does not disclose budgetary amounts.

5.) As we're preparing our cost proposal for the project, we're interested to know if park facilities might be available to use during fieldwork. We believe that being able to use state-owned facilities would help us to control costs, but understand if these are not available.

A. Vendors must incorporate all travel costs into their bid.

6.) Is the Multiple Property Document (MPD) a part of the main scope or separate as Alternate #1?

A. This is covered under Alternate #1.

7.) Will the HPI form be provided in Access by the SHPO or is the consultant responsible for developing the database?

A. The West Virginia Division of Culture and History will provide the SHPO forms.

8.) What structures should we document-including earthworks projects (e.g. trails)?

A. All New Deal resources

9.) Are the officials for the parks/forests aware of the survey?

A. Yes.

10.) Will there be seasonal restrictions to access of park/forest?

A. The Division of Natural Resources will provide access anywhere at the time. Upon award, the DNR will provide a directory of superintendents of the parks.

11.) Does the state have a maximum hourly rate and overhead multiplier for the type of work in this RFQ?

A. No.

12.) Other than WV Residency and price, what factors will be considered in the selection of a consultant?

A. Lowest responsible bidder meeting all mandatory requirements set forth in the RFQ.

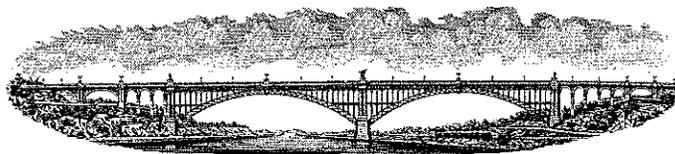
13.) Is there any estimate of the number or list of the resources or buildings in the 16 WV parks that are to be surveyed?

A. Item #4 reads: "There are approximately 250-300 CCC/WPA & FSA resources in the State Park System.

14.) How does a vendor become registered with the state?

A. All vendors are required to complete a WV-1A Form and pay the \$125.00 Vendor Registration fee. The form is available at <http://www.state.wv.us/admin/purchase/vrc/pforms.htm>

Please note that vendors do not have to be registered in order to bid on this project; however, vendors must be registered in order to receive an award.



HISTORIC DOCUMENTATION COMPANY, INC.

August 28, 2007

West Virginia Division of Culture & History
State Historic Preservation Office
1900 Kanawha Blvd. East
Charleston, WV 25305-0300

RE: State Parks New Deal Intensive Historic Resource Survey and Alternates, RFQ # DCH07091

To Whom It May Concern:

Historic Documentation Company, Inc. is pleased to submit the enclosed bid package for the above referenced project. The proposed work centers on an intensive survey of Depression-era architectural resources located within the State Park System that were constructed under the "New Deal" federal economic relief programs of the Civilian Conservation Corps/Works Progress Administration and the Farm Security Administration. The survey effort will document the physical and historical characteristics of some 300 individual resources through field inspection, digital photography and archival research and compile the findings onto WV Historic Property Inventory Forms (HPI). This information will allow for the assessment of the significance and integrity of each resource, and its potential eligibility for listing on the National Register individually and/or as part of a Multiple Property Listing.

In addition to the HPI forms, a final narrative report will be compiled that provides a "historic overview of the New Deal in West Virginia and the state's parks and forests" plus other pertinent information about the project and its findings. The preparation of Multiple Property Cover Document and two National Register Nominations for individual parks are optional work items that may be added to the project. The specific work items to be accomplished are described in detail the RFQ. The methods employed in the conduct of this work will comply with the Secretary of the Interior's Standards and Guidelines for Archeology and Historic Preservation (48 FR 44738-9).

The following individuals will accomplish all of the work tasks: Richard M. Casella, Project Manager and Architectural Historian; Philip E. Pendleton, Project Historian; Craig S. Adams, Project Architectural Historian. Each have advanced degrees in history or historic preservation and over twenty years experience in the field. They are qualified as historians, architectural historians and historic preservation specialists under the Secretary of the Interior's Professional Qualifications Standards for Historic Preservation (36CFR61). Their resumes are attached.

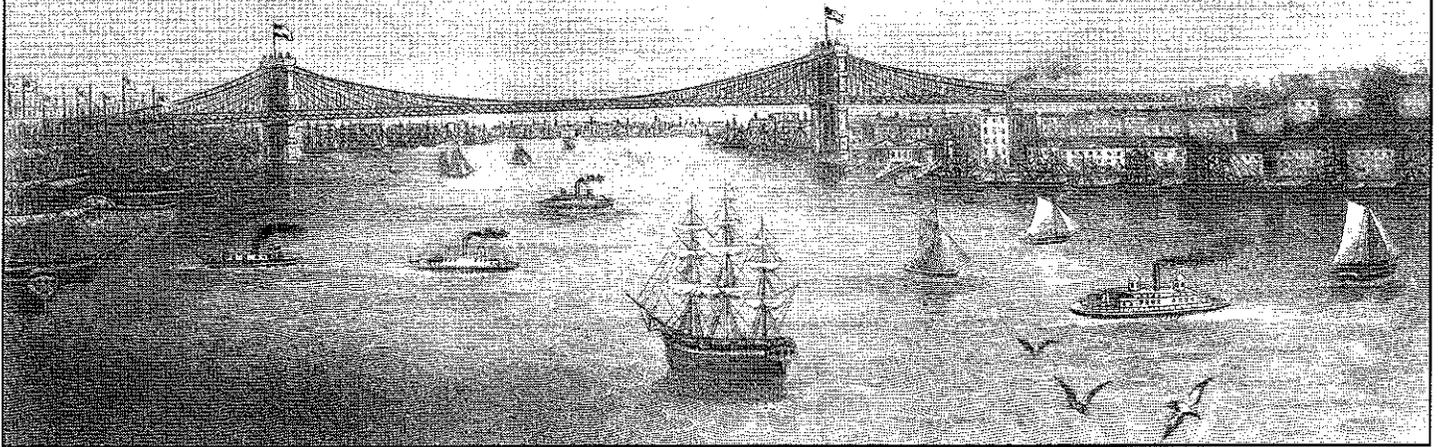
This team possesses the outstanding professional experience needed to insure the high quality research, field work, data analysis and reporting that this important project requires. Previous experience includes many large scale architectural resource survey projects around the country. The team has prepared MPL documents and over twenty NR nominations. A just-completed survey project in Somersworth, NH required 789 digital photographs and the printing of 954 archival 8.5x11" photographs to the NPS digital standards. Historic Documentation Company, Inc. and the project team have established reputations for delivering a high quality reports within budget and on time. For additional information please visit the website at www.HistoricDoc.com.

Sincerely yours,

A handwritten signature in cursive script that reads "Richard M. Casella".

Richard M. Casella
President, Principal Architectural Historian

Historic Documentation Company, Inc.



Historic Preservation Consultants - Architectural Historians - Photographers

Who We Are

Historic Documentation Company, Inc. is a newly formed (2006) cooperative organization of historic preservation specialists, architectural & industrial historians, professional photographers, preservation architects and engineers.

Our principal investigators meet or exceed the National Park Service Professional Qualification standards (36CFR61) required for consulting on projects governed by the National Historic Preservation Act and all state preservation laws.

Drawing from our Principals and Associates, we assemble the most qualified & effective team of specialists for your project.

Our Services

- National Register Listings
- HABS/HAER Documents
- Historic Structure Reports
- Restoration & Conservation
- Historic Property Surveys
- Tax Credit Certifications
- Alternatives Analysis
- Section 106 (NHPA) Studies
- Maritime Preservation
- Mitigation Strategies
- Tax Credit Projects
- Determination of Effects
- Large Format Photography
- Measured Drawings

What We Do

Conduct historic preservation studies & prepare permitting documents for historically significant buildings & structures.

Determine the historic significance of properties & their eligibility for the National Register of Historic Places.

Conduct careful research & analysis; present findings in concise reports.

Clients include government agencies, developers and property owners whose activities involving historic properties must comply with federal, state or local historic preservation laws.

Our Philosophy

Bring technical, fast-track methods to the preservation business.

Require all investigators have 15 years of professional experience to insure clients the highest level of research, reporting & service.

Understand the exact scope of work needed to satisfy regulations governing a project to avoid overselling our services.

Operate efficiently and deliver more product and less overhead.

Contact Us

Corporate Office

Richard M. Casella, President
Principal Architectural Historian
Historic Documentation Company
490 Water Street
Portsmouth, RI 02871
tel. 401.683.3483 fax. 401.683.4217
rcasella@HistoricDoc.com

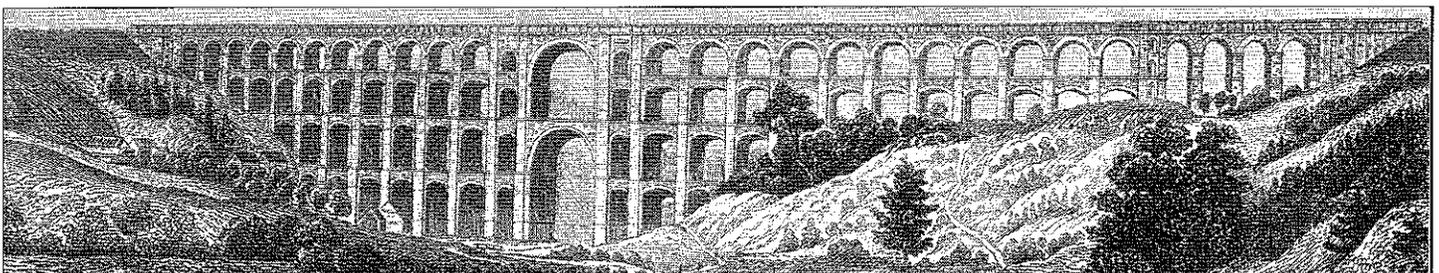
Mid-Atlantic Region

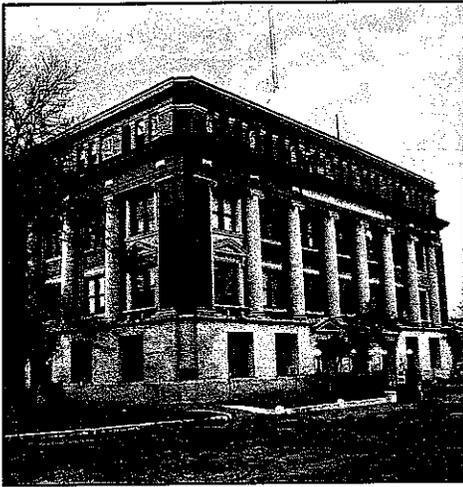
Craig S. Adams
Principal Preservation Specialist
Historic Documentation Co.
172 School House Road
Egg Harbor, NJ 08234
tel. 609.338.3806
cadams@HistoricDoc.com

Mid-West Region

Rob Tucher
Principal Photographer
Rob Tucher Photo Documentation
6A River Road
Highbridge, NJ 08829
tel. 908.310.9490
rob@tucherphoto.com

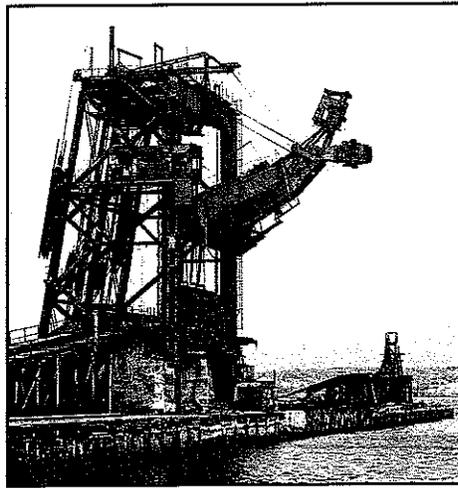
Elizabeth Rosin
Principal
Rosin Preservation, LLC.
215 W. 18th St., Suite 150
Kansas City, MO 64108
tel. 816.472.4981
Elizabeth@rosinpreservation.com





Project Permitting Studies

Federal & state historic property studies & permitting applications prepared. NR eligibility & project effects assessment, alternatives analysis & mitigation plans.



Historic Structure Reports

Mills to coal-car dumpers. We team architectural/engineering historians with licensed architects & structural engineers to prepare comprehensive HSRs.

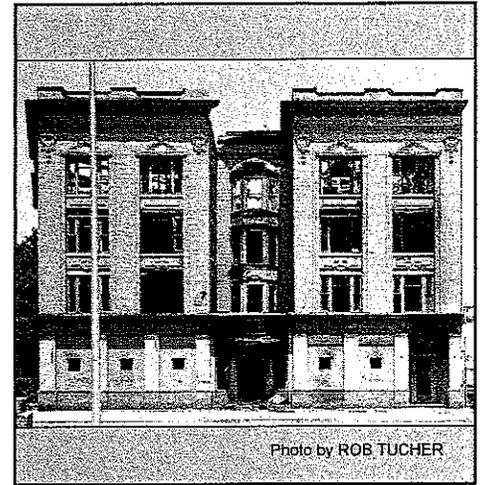


Photo by ROB TUCHER

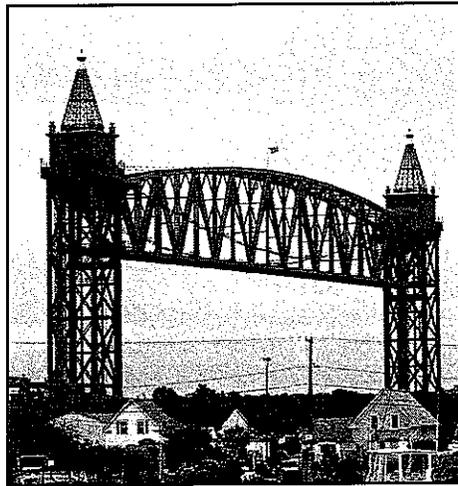
HABS/HAER Documentation

HDC historians and photographers have recorded hundreds of bridges, buildings, industrial, military and maritime properties to National Park Service standards.



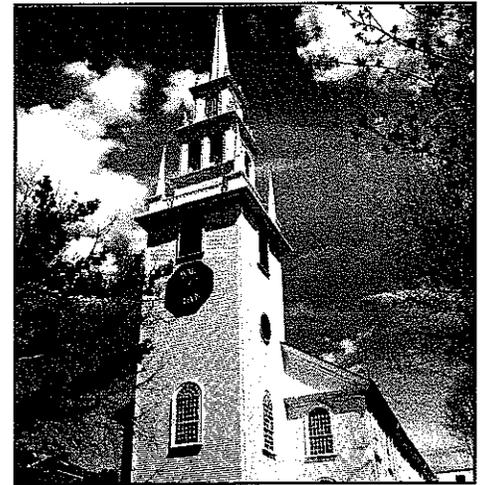
Tax Credit Certifications

Preparation of federal & state historic tax credit applications including National Register nominations & certification of your historic property rehabilitation project.



Historic Bridge Studies

Mr. Casella has completed over 130 bridge eligibility studies and HAER documents, as well as statewide historic bridge surveys in Iowa & Massachusetts.



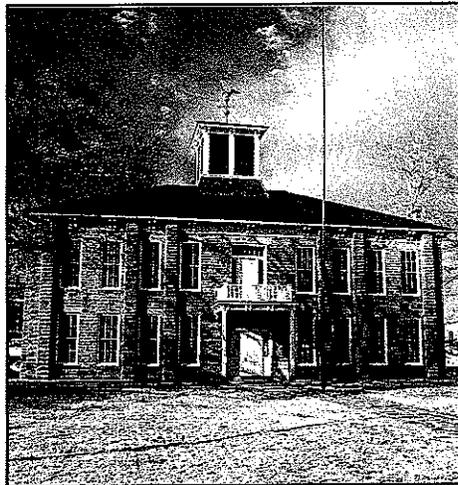
Photographic Documentation

Large-format B&W, archival process/print. Hi-res digital color stills & video. Digital archival storage. Views from air, land & sea. Meet and exceed National Archives specs.



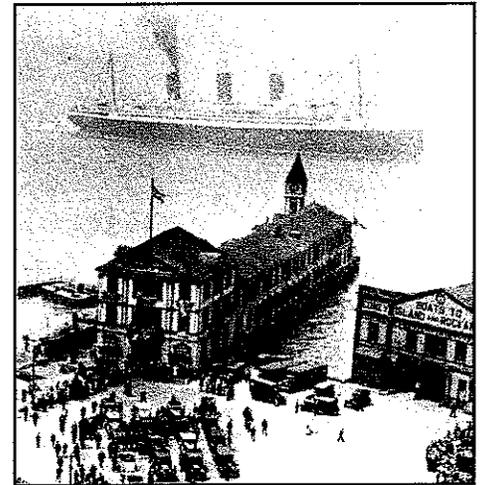
Mitigation Strategies

Architectural salvage & preservation plans, history flyers/booklets, Powerpoint & video productions. Interpretive signage & displays designed, fabricated & installed.



Restoration/Conservation Oversight

Representing Owners, Architects and Engineers, we provide project oversight, inspection, photodocumentation, & second opinions on critical issues.



Maritime Preservation

Special experience preparing histories & eligibility assessments of vessels, wharves, piers, port complexes and associated waterfront buildings & structures.

STANDARD BIDDER INFORMATION SHEET

COMPANY NAME: Historic Documentation Company, Inc.

STREET ADDRESS: 490 Water Street

CITY, STATE, ZIP Portsmouth, RI 02871-4229

COUNTRY: USA

EMAIL: rcasella@HistoricDoc.com

WEB SITE: www.HistoricDoc.com

COMPANY INFORMATION:

Historic Documentation Company, Inc., Incorporated in State of Rhode Island February 8, 2006

President, Secretary, Treasurer: Richard M. Casella

Federal Employer Identification Number: 43-2097458

INSURANCE:

Workers Compensation Insurance:

Beacon Mutual Insurance Co., Policy # 0000056788, Effective 2/23/07-2/23/08

Commercial General Liability Insurance:

Peerless Insurance Co., Policy # BOP8112558, Effective 2/10/07-2/10/08

Automobile Insurance:

Peerless Insurance Company, Policy # PLP4373827, Effective 8/17/07- 8/17/08

Excess Liability Umbrella Form Insurance:

Peerless Insurance Company, Policy # PLP4373827, Effective 8/17/07- 8/17/08

CLIENT REFERENCES
CURRENT/RECENT PROJECTS

Joyce McKay, Cultural Resources Manager
BUREAU OF ENVIRONMENT, NHDOT
1 Hazen Drive, Concord, NH 03302
603.271.4049

Steve Roper, Historic Structure Specialist
MASSACHUSETTS HIGHWAY DEPARTMENT
Ten Park Plaza, Room 4260, Boston, MA 02116-3973
617.973.7492

James Garvin, State Architectural Historian
Beth Muzzey, State Survey Coordinator
NEW HAMPSHIRE DIVISION OF HISTORICAL RESOURCES
19 Pillsbury Street, 2nd Floor, Concord, NH 03301-3570
603.271.3483

Roger Lang, Director, Community Programs and Services
NEW YORK LANDMARKS CONSERVANCY
One Whitehall Street, New York, NY 10004
212.995.5260

Dave Sharples, City Planner
Craig Wheeler, Director of Development Services
CITY OF SOMERSWORTH
One Government Way, Somersworth, NH 03878
603.692.9519

Rick Jones, Community Development Coordinator
CITY OF DOVER
288 Central Ave; Dover, NH 03820
603.516.6034

Ken LeVan, Chairman
LEWISBURG HISTORIC ARCHITECTURAL REVIEW BOARD
Pleasant Stream Road, Shunk, PA 17768
570.924.4080

Helen Ross, Cultural Resources Manager
VDOT-FREDERICKSBURG DISTRICT
87 Deacon Road, Fredericksburg, Virginia 22405
540.899.4033

Peter Kurtze, Administrator, Evaluation & Registration
MARYLAND HISTORICAL TRUST
100 Community Place, Crownsville, MD 21032
410.514.7649

RICHARD M. CASELLA
Engineering & Architectural Historian
490 Water Street, Portsmouth, R.I. 02871
401-683-3483

EDUCATION

University of Vermont: Master of Science in Historic Preservation, 1990.
Roger Williams University: Courses in Civil Engineering, Historic Preservation, 1982-1988.
University of Rhode Island: Graduate Studies in Marine Affairs and Civil Engineering, 1980-1983.
University of Long Island, Southampton College: B.Sc. in Marine Geology; Presidents Award, 1977.

EMPLOYMENT

Historic Documentation Company, Inc., Portsmouth, RI. 2005-present. President, Principal Engineering & Architectural Historian. Research, field survey, data analysis and reporting for historic preservation-related studies of historic architectural, engineering and maritime resources.

Louis Berger Group, Inc., East Orange, NJ. 1993-2005. Senior Architectural Historian.
Mr. Casella served as principle investigator and completed over one hundred cultural resource projects in twenty-three states including architectural, industrial and engineering surveys, National Register assessments and nominations, project impacts and alternatives studies, technical historic structure engineering reports, and HABS/HAER documentations.

Lang Associates, Preservation Architects, Boston, MA. 1989-1992. Preservation Associate.
Historic structure research, inspection, measurement, restoration design and report preparation.

Historic Property Developer and Consultant. 1983-1992.
Design, conservation, restoration, project management, structure reports, and historic tax-credit certifications.
Purchased and restored seven historic houses between 1978 and present.

Waterfront Technologies, Inc., East Greenwich, RI. 1985-1989. President.
Technical consulting for marine engineering and development projects including research, marine measurements and sampling, underwater structural inspections, feasibility studies, permitting, design and construction supervision.

Lee Pare & Associates, Inc. (now Pare Engineering Corp.), Lincoln, RI. 1980-1985. Manager Marine Division.
Research, marketing and business development; supervision of marine and geotechnical engineering projects; inspection of bridges, towers, and underwater structures; job costing and report preparation.

Duke University Medical Center for Hyperbaric Medicine, Durham, NC. 1977-1979. Research Assistant.
Human and animal experimental research in decompression, liquid breathing and deep saturation diving studies.
Special program instructor, equipment design, hyperbaric chamber operation, publication writing.

OTHER EXPERIENCE

- Vice Chairman, East Greenwich [Rhode Island] Historic District Commission, 1983-1988.
- Teaching Fellowship, Graduate Program in Historic Preservation, University of Vermont.
- Course Instructor: Long Island University, Newfound Harbor Marine Institute, U.S. Army Corps of Engineers, Duke University, Commercial Diving Institute, U.S. Navy UDT/SEALs, U.S. Army Special Forces.
- Lectures at Harvard University, University of North Carolina, University of Florida, Undersea Medical Society, Society for Industrial Archeology.

RICHARD M. CASELLA
Engineering & Architectural Historian

SELECTED PROJECT LIST

Comprehensive Cultural Resource Studies

- Port Reading [New Jersey] Coal Terminal Redevelopment Project. Impacts and alternatives analysis, HAER documentation of large early 20th century railyard; historic structure engineering report for last known surviving McMyler Coal Car Dumper. For Catellus Commercial Development Corporation, Lakewood, Colorado.
- Ridgewood Station [New Jersey] Accessibility Improvements. Multi-phase project centered on rehabilitation of NR/NJ Register listed Mission Revival Station for handicap accessibility included historic district survey, impact assessment, alternatives analysis, preparation of interagency agreement documents and Application for Project Authorization to New Jersey Historic Sites Council. For New Jersey Transit.
- Susquehanna Depot [Pennsylvania] Cultural Resource Studies. Multiple work tasks relating to bridge and highways improvements in this mid-19th century town built around Erie Railroad shops, including completion of state survey forms, NR District Registration, Historic Structure Engineering Reports, impacts and alternatives reports and interagency agreement documents. For Pennsylvania Department of Transportation.
- Massachusetts Statewide Historic Concrete Arch Bridge Survey, 1913-1959. Field inspection, photography and historic significance assessment of over eighty bridges. For Mass Highway Department.
- Iowa Statewide Historic Bridge Survey, 1942-1970. Developed criteria of significance and evaluated Iowa's 9748 bridges dating from the study period; prepared NR Multiple Property Documentation Form. For Iowa Department of Transportation.
- Edison Bridge over Raritan River, Perth Amboy, New Jersey. Largest continuous plate-girder span in the United States when completed in 1938. Preparation of HAER documentation followed by a popular history booklet for public dissemination. The booklet, entitled *The History of the Edison Bridge and Driscoll Bridge over the Raritan River* won the 2004 New Jersey Public Document of the Year Award. For New Jersey Department of Transportation.
- Naval Air Warfare Center Aircraft Division, Trenton, New Jersey. Cultural resources survey and assessment of 100 military buildings and structures. Follow-up work: HAER recordation of complex, curation of records, and production of a permanent interpretive display. For Northern Division, Naval Facilities Engineering Command.
- Voice of America's Bethany Relay Station, Cincinnati, Ohio. Survey and NR Eligibility Determination of a 625-acre World War II radio transmitting facility. Follow-up work: HAER documentation of complex. For U.S. General Services Administration.
- Newport Naval Base, Newport, Rhode Island, Cultural Resources Survey. Survey and assessment of 286 military buildings and structures. Follow-up work: HARP plan, NR nominations, and HAER documentations. For Northern Division, Naval Facilities Engineering Command.
- Patuxent River Naval Air Station, Maryland. Comprehensive survey, assessment, and documentation of entire complex comprising several hundred historic WWII and Cold War military buildings and structures. Follow-up work: NR nominations, HAER documentations. For Public Works, Patuxent River Naval Air Station.
- Conrail Railroad Bridges and Tunnels in Pennsylvania. State-level recordation and assessment of 65 railroad bridges, overhead highway bridges, and railroad tunnels, built by the Pennsylvania and Reading Railroads and others. Follow-up work: HAER documentation of eight nineteenth-century railroad tunnels and two over-track, metal truss signal bridges. For Consolidated Rail Corporation.
- Big Inch and Little Big Inch Pipelines, Longview, Texas to Linden, New Jersey. Inventory and assessment of buildings and equipment at 27 pumping stations along the 1,340 mile War Emergency Pipeline, the world's largest pipeline at the time. Follow-up work: NR nomination and HAER documentation. For Texas Eastern Transmission Corporation.

Historic Building and Structure Survey & Assessments

- Mine Falls Park Gatehouse, Historic Structure Engineering Report, Nashua, NH. For City of Nashua Department of Public Works.
- Ocean Parkway Station Viaduct, Historic Structure Architectural Conservation Study, Brooklyn, NY. For New York City Transit Authority.
- Stillwell Avenue Station Arcade, Structural and Historic Architectural Condition Assessment, Coney Island, NY. Supervision of field inspection and report preparation of the steel and terra-cotta subway station building. For New York City Transit Authority.
- General Sullivan (Little Harbor) Bridge, Dover, NH. Historic Engineering Context and National Register Significance Study of New Hampshire's most important continuous truss bridge. For NHDOT.
- PATH Extension to Newark Airport, NJ. Cultural resource study of proposed rail line construction south of Newark Penn Station to airport. For Port Authority of New York and New Jersey.
- Bronx-Whitestone Suspension Bridge, NY. Eligibility assessment and impact analysis for cable and suspender replacement. For Ammann-Whitney.
- Persons Building, Historic Structure Engineering Report, Susquehanna, PA. For PennDOT.
- Naval Underwater Systems Center, Newport, RI. Cultural resources survey and assessment of NR eligibility of 38 World War II and Cold War buildings and structures at multiple installations in Connecticut and New York. Follow-up work included NR nomination of Fort Wright Historic District, Fishers Island, NY. For Northern Division, Naval Facilities Engineering Command.
- Pilgrim Hospital Historic Architecture Study, Islip, NY. Architectural survey and assessment of 67 brick buildings of the former world's largest mental hospital, in conjunction with an estimated \$300 million reuse and redevelopment plan. For Reckson Associates, Inc.
- Long Island Railroad Mineola Station Intermodal Center. Architectural resource study: identification of historic properties and assessment of effects. For Long Island Railroad.
- Historic Architecture Assessment, I-676 Improvements, Camden, NJ. Survey, assessment, and inventory of 74 inner-city buildings and structures. For New Jersey Department of Transportation.
- Marine Corps Base Camp Lejeune, Jacksonville, NC. Photographic documentation, assessment, and history of 176 military buildings at Camp Geiger, a World War II military encampment. For Army Corps of Engineers and U.S. Marine Corps.
- Route 18 South River Bridge Replacement, East Brunswick, NJ. Historic architectural survey. For New Jersey Department of Transportation.
- Harlem Hospital, New York. National Register significance study. For State of New York Dormitory Authority.
- Route 21 Improvements Project, Historic Architectural Evaluation/Level of Action Assessment, Newark, NJ. For NJDOT.
- U.S. Route 46, Proposed Bridge Replacement and Road Improvements, Dover, NJ. Phase I and II cultural resource investigations. For NJDOT.
- Bridge 6088, State Route 689, Smyth County, VA. Phase II historical resource assessment of a closed spandrel reinforced

concrete arch bridge built by the Lutten Bridge Company. For Virginia Department of Transportation.

- Mead's Bridge, Butler County, Iowa. Iowa Historic Property Study of a pin-connected metal truss bridge. For Butler County Engineer's Office.
- Route 518, Bridge Replacement and Relocation, Montgomery Township, NJ. Architectural resource investigation for Level of Action Assessment of an eighteenth-century settlement. For NJDOT.

HABS/HAER Documentations

This work entails the preparation of historical documentation. Mr. Casella supervises photography, takes field measurements, conducts research, prepares measured drawings and completes the documentation package for HABS/HAER Level 1, 2 and 3 projects undertaken to mitigate adverse effects to historic properties.

- New York Central Railroad West Side Freight Line Viaduct (The High Line), New York, NY. Landmark elevated freight railroad viaduct For Kohn, Pedersen Fox Architects/New York Jets.
- New Hampshire Bridges. Mr. Casella has recorded twenty-four bridges in New Hampshire to HAER standards, including the Chesterfield-Brattleboro and Orford-Fairlee landmark steel-arch bridges over the Connecticut River. For New Hampshire Department of Transportation.
- Cooper-Hewitt Mercury Vapor Lamp Factory, Hoboken NJ. First manufacturing facility for mercury-vapor lamps, now Superfund site. For General Electric Company.
- Massachusetts Bridges. HAER documentation of numerous major and minor bridges for the Massachusetts Highway Department including the Fore River [Quincy] bascule-lift bridge, the Sprague Street [Boston] and Upper County [Haverhill] pin-connected trusses, and the Pleasant Street [Grafton] stone arch. For Mass Highway Department.
- George Washington Bridge Approaches, NJ. Route 1, 9, & 46 Viaduct. For New Jersey Department of Transportation.
- Stillwell Avenue Terminal, Coney Island, NY. Largest elevated reinforced-concrete terminal complex in the New York system, built 1919. For New York City Transit Authority.
- Virginia's Iron Truss Bridges. Fifteen, wrought iron, pin-connected truss bridges built in the 19th century. Identified rare Thatcher Truss, only known surviving example of the type at the time. For Virginia Department of Transportation.
- Appomattox Bridge, Petersburg, VA. A 38-span continuous concrete T-beam highway bridge built in 1925. For VDOT.
- Pennsylvania Railroad Transfer Bridges, Jersey City, NJ. Five steel truss car-float transfer bridges built in 1904. For Consolidated Rail Corporation.
- Lembeck and Betz Eagle Steam Brewery, Jersey City, NJ. Industrial complex of late-Victorian brick industrial buildings. For Jersey City Redevelopment Corporation.
- Camp Endicott, Davisville, RI. Quonset huts at Construction Battalion encampment. For Northern Division, Naval Facilities Engineering Command.
- Santa Fe Railway Bridge over the Mississippi River at Fort Madison, IA. World's largest steel truss swing span. For Mojeski and Masters, Inc., New Orleans.

- Walnut Street Bridge, Harrisburg, PA. This longest extant Phoenix Truss bridge in America was partially destroyed in the 1996 Susquehanna River flood. For Pennsylvania Department of Transportation.
- Kellysville Bridge, Kellysville, NH. Open-spandrel concrete arch highway bridge. For NHDOT.
- Delaware State Bridge No. 21A, Milford, DE. Scherzer-type rolling-lift bascule highway bridge. For DelDOT.
- Jackson's Ferry Bridge, Wythe County, VA. Riveted cantilever truss. For VDOT.
- Kinsale Bridge, Westmoreland County, VA. A manually operated, center-bearing swing bridge. For VDOT.
- Mill Creek Bridge, Kent County, DE. Composite laminated timber and concrete slab deck bridge. For DelDOT.
- Naval Weapons Station Earle, Colts Neck, NJ. Recordation of several World War II military buildings. For Northern Division, Naval Facilities Engineering Command.
- Veterans Memorial Home, Menlo Park, NJ. Recordation of a large Tudor Revival state home and hospital. For New Jersey Department of Veteran and Military Affairs.
- Norfolk and Western Railway Company Freight Depot, Petersburg, VA. Recordation of an early-twentieth-century brick freight depot. For VDOT.
- Historic Buildings, Bridgeport, CT. HABS/state-level recordation of multiple large commercial and residential buildings over a 5-years period to support citywide urban-renewal projects. For Planning Department, City of Bridgeport.
- Enfield Congregational Church, Enfield, NH. Documentation and scale drawings of a 19th-century church. For NHDOT.

Maritime Structures and Facilities

- Portsmouth Naval Ship Yard, ME. NR assessment of piers and waterfront structures; Phase 1A marine archeological assessment of submerged historic resources for dredging study. For U.S. Navy.
- Naval Weapons Station Earle, Colts Neck, NJ. HAER documentation of WWII pier structures. For Northern Division, Naval Facilities Engineering Command.
- James River Improvement Jetty, Richmond, VA. NR assessment of 19th century Army Engineers navigational improvement structures. For VDOT.
- Naval Fuel Depot Casco Bay, ME. NR assessment of piers and waterfront structures. For U.S. Navy.
- Naval Fuel Depot Melville, RI. NR assessment and nomination of piers and waterfront structures. For Naval Base Newport.
- Patuxent River Naval Air Station, Maryland. NR assessment and nomination of piers and waterfront structures. For Public Works, Patuxent River Naval Air Station.
- Naval Base Newport [RI] Remedial Dredging Study. Phase 1A underwater archeological resources sensitivity study. For US Navy.
- Marine Terminal Site Study, Newport, RI. NR assessment and project impact analysis of stone piers and wharves; Phase 1A marine archeological assessment of submerged historic resources. For Rhode Island Department of Transportation.

Historic Vessel Studies

- *USS Nautilus* (SSN 571). HAER documentation of the world's first nuclear submarine. For Submarine Force Library and Museum, Groton, CT.
- *USS X-1* Experimental Midget Submarine. NR Registration of America's only midget submarine. For Submarine Force Library and Museum, Groton, CT.
- MARAD Non-Retention Vessels, Washington, D.C. NR eligibility assessment of fifty vessels including WWII U.S. Navy ships and post-war merchant ships. For the U.S. Maritime Administration (MARAD).
- *SS NAECO*. NR eligibility assessment of the former *Mobil Power*, a 30,000 dwt. oil tanker built in 1957. For the U.S. Maritime Administration.
- *HA-8* Japanese Midget Submarine, Ko-Gata. NR Registration. For Naval Submarine Base New London.
- Mark 17 Deck Guns from *SS 167 - USS Narwhal*. NR Registration. For Naval Submarine Base New London.
- *USS Flasher* Conning Tower and *USS George Washington* Sail. NR Assessment. For U.S. Navy.
- NR Assessment of three midget submarines: the German HU-75 *Seehund*; the Italian Manned Torpedo SLC *Maiale*; the Japanese *Kairyu* Midget Submarine Trainer. For Naval Submarine Base New London.

PHILIP E. PENDLETON
Historian & Architectural Historian
P.O. Box 257, Oley, PA 19547
610-987-9365

EDUCATION

University of Delaware: Courses in Historic Preservation and Architectural History, 1990-1991.
Old Sturbridge Village Museum/Clark University: Field School in Architectural History, 1989.
University of North Carolina at Chapel Hill: Master of Arts in History, 1981.
Washington & Lee University: Bachelor of Arts in History, 1976.

EMPLOYMENT

A.D. Marble & Company, Inc., Conshohocken, PA. 2005-2007. Senior Architectural Historian. Mr. Pendleton completed approximately 15 cultural resource survey and HABS documentation projects located in three states, in addition to participation in marketing and technical review activities.

Louis Berger Group, Inc., East Orange, NJ. 1992-2005. Architectural Historian. Mr. Pendleton completed over 130 projects in thirteen states and D.C., including National Register nominations and eligibility assessments for individual properties and historic districts, HABS-HAER documentation, battlefield eligibility and boundary identification studies, rural historic landscape studies, cultural resource planning studies for military facilities, site-specific research for archaeological investigations, and Section 106 architectural surveys for transportation improvements and other public projects.

KCI Technologies, Inc., Mechanicsburg, PA. 1992. Architectural Historian. Mr. Pendleton participated in extensive cultural resources survey for the Mon-Fayette Expressway for the PA Turnpike Commission.

Historic American Buildings Survey, Washington, D.C. 1991. Historian. Mr. Pendleton served as Project Historian for the Monocacy National Battlefield project.

Oley Valley Heritage Association, Oley, PA. 1985-1989. Consulting Historian. Mr. Pendleton conducted comprehensive study of the valley settlement's early history.

Berks County Conservancy, Wyomissing, PA. 1986-1988. Research Assistant. Mr. Pendleton participated in NRHP nominations for Gristmills of Berks County and the Mordecai Lincoln House.

OTHER EXPERIENCE

- Vice Chairman, Historic Architectural Review Board, Oley Township [Pennsylvania], 2005-present.
- Board of Directors, Historic Preservation Trust of Berks County [Pennsylvania], 2002-present.
- Abbott Lowell Cummings Award Committee, Vernacular Architectural Forum, 2007.
- Steering Committee, Vernacular Architecture Forum 2004 Annual Meeting [Pennsylvania], 2001-2004.

PUBLICATIONS

- Three essays in *Architecture and Landscape of the Pennsylvania Germans, 1720-1920: 25th Annual Conference of the Vernacular Architecture Forum*: "Domestic Outbuildings," "Oley Valley," and "Lancaster and Its Hinterland: Mills." 2004.
- *The Farview State Hospital Agricultural Complex: An Institutional Farm in Twentieth-Century Pennsylvania*. Prepared by the Louis Berger Group, Inc., for the U.S. Department of Justice. 2003.
- *Oley Valley Heritage: The Colonial Years, 1700-1775*. Volume 28 in the Publications of the Pennsylvania German Society. 1995.

PHILIP E. PENDLETON
Senior Architectural Historian

SELECTED PROJECT LIST

Comprehensive Cultural Resource Studies

Lewisburg Historic District, Lewisburg, Pennsylvania. Project incorporating architectural survey, historical research, compilation of the nomination, and coordination with the state historic preservation office, submitting an initial draft and a final revision. The district comprised the downtown commercial and residential area of a prosperous community of 6,000 inhabitants with an architectural landscape characterized by nineteenth-century urban vernacular architecture. For the Borough of Lewisburg.

Varden Historic District, Village of Varden, Wayne County, Pennsylvania. Project involved intensive survey and historical research on village that had evolved as center for lumber and grain milling in nineteenth and early twentieth centuries, resulting in documentation of eligible historic district. For the Pennsylvania Department of Transportation.

Falmouth Historic District, Falmouth, Stafford County, Virginia. Virginia Department of Transportation. Revision of the National Register nomination for this colonial river port and mill town that amounted to a complete rewrite of the nomination. The boundary of the historic district had never been identified, nor was the district's historic significance or period of significance established. In addition to architectural survey, extensive historical research concluded that the town's period of significance should be restricted to 1728-1880. Identified a National Register boundary congruent with the well-preserved properties dating to that period. For the Virginia Department of Transportation.

Village of Waterford National Historic Landmark, Waterford, Loudoun County, Virginia. Historic and cultural resource studies, and review of conceptual plans, in conjunction with preliminary engineering study for traffic calming, utility relocation, and overall infrastructure improvements in exceptionally well preserved nineteenth-century rural village. Conducted as subcontractor to Kimley-Horn, Inc. For the Waterford Foundation, Inc.

Federal Correctional Institution, Canaan Township, Wayne County, Pennsylvania. Project involved survey and research on farm complex at former State Hospital for the Criminally Insane, in association with new prison construction. The project resulted in compilation of two publications including a brief guidebook and a monograph on the history of the farm for public distribution, both written by Mr. Pendleton. For the Federal Bureau of Prisons.

Route 7 Bridge on Passaic River, Bergen County, Essex County, and Hudson County, New Jersey. Historic context research and intensive survey of architectural resources in proximity of proposed bridge replacement, including the Dutch Reformed Church and the Rose Cottage in Belleville, Bergen County. For the New Jersey Department of Transportation.

Brandywine River Stream Restoration Project, Alapocas Run State Park Dam, New Castle County, Delaware. Historic context research on Kentmere Dam, part of the Joseph Bancroft & Sons textile mill dating to late nineteenth century, to facilitate identification of potential archaeological and historic architectural issues associated with proposed construction. For the US Department of Agriculture, Natural Resources Conservation Service.

Route 622, Warren County, Virginia. Architectural survey and evaluation, resulting in identification of the National Register-eligible Boyd's Mill Historic District, centered on the Boyd's Mill property, a homestead that had been established as a grain mill property circa 1800. For the Virginia Department of Transportation.

Federal Building, Concord, New Hampshire. Architectural survey of the environs of the Federal Building, including field photography and historical research. An addition had been proposed for the Federal Building. For the US General Services Administration.

Federal Building, Easton, Pennsylvania. Architectural survey of the Federal Building's surroundings, performing field photography and historical research. Rehabilitation was planned for the Federal Building. For the US General Services Administration.

Niagara Center, Buffalo, New York. Historical research in association with archaeological investigations on the site for proposed construction of new Federal Building. For the US General Services Administration.

S.R. 1004, Catasauqua, Lehigh County Pennsylvania. Architectural survey and a determination of effects study in association with proposed construction of a new roadway. The area of potential effect contains the George Taylor Mansion, a National Historic Landmark that was the residence of a signer of the Declaration of Independence. It was found that the resource's NHL period of significance was limited to 1773-1776 (Taylor's ownership) and that its NHL boundary should consist of the footprint of the house, due to the thorough transformation over the centuries of its immediate surroundings. Hence the proposed construction would not result in an adverse effect on the mansion. For the Pennsylvania Department of Transportation.

Mon-Fayette Expressway, Fayette County, Pennsylvania and Monongahela County, West Virginia
Architectural survey in association with proposed interstate highway construction. For the Pennsylvania Turnpike Commission.

Historic Building Survey & Assessments

Silver Lake Road, New Castle County, Delaware. Historic context research and architectural survey and evaluation, resulting in identification of the National Register-eligible Willow Grove Historic District. The district is centered on the Willow Grove Mill, a grain mill property that originated in the early eighteenth century. For the Delaware Department of Transportation.

Route 871, Augusta County, Virginia. Architectural survey and evaluation of Cochran's Mill, a circa 1800 grain mill building that was assessed as eligible for the National Register. For the Virginia Department of Transportation.

US Coast Guard Station, Gloucester City, New Jersey. Determination of eligibility for former Immigration Service detention center. For the US General Services Administration.

Middle River Depot, Middle River, Maryland. Determination of eligibility for this National Register-eligible depot complex with several Federal agency tenants, which had been constructed in 1942 as a bomber aircraft manufacturing plant by the Glenn Martin aircraft corporation. For the US General Services Administration.

HABS/HAER Documentations

Reading Railroad Coal Terminal, Port Reading, New Jersey. Compilation of HAER documentation for circa 1900 coal terminal complex. For Catellus Commercial Development Corporation.

Naval Air Engineering Station, Lakehurst, New Jersey. Compilation of HABS documentation for two buildings. For US Naval Facilities Engineering Command.

Naval Supply Activity, Mechanicsburg, Pennsylvania. Compilation of HAER documentation for two water towers. For the US Naval Facilities Engineering Command.

Naval Hospital Philadelphia, Pennsylvania. Compilation of HABS documentation for extensive Naval Hospital complex. For the US Naval Facilities Engineering Command.

Boathouse No. 1, US Naval Air Station Patuxent River, Lexington Park, Maryland. Compilation of HABS documentation for 1942 boathouse at naval air station. For the US Naval Air Station Patuxent River.

Ewing Livestock Market, Ewing, Lee County, Virginia. Compilation of HABS documentation for a 1930s livestock market complex. For the Virginia Department of Transportation.

Civil War Battlefield Studies

Monocacy National Battlefield, Frederick County, MD. HABS recordation. The project centered on the documentation of two resources, the Gambrill House (HABS No. MD-1051) and Clifton Farm (MD-1052), with intensive site-specific research on the history of the two properties, interpretation of their architectural history, and writing of historical narratives. The historical study extended to an investigation of the agricultural and social history of the neighborhood of the two properties during the antebellum era and the Civil War, and to the history of the Battle of Monocacy (July 9, 1864) and its effects on the neighborhood's properties. The study area was defined by the eight 1864 farmsteads targeted by the National Park Service for acquisition for Monocacy National Battlefield.

Hanging Rock Battlefield, Interstate Highway 81, Roanoke and Botetourt Counties, VA. The project involved reconstruction of the interchange of Interstate 81 and Route 311. The interchange location is adjacent to the site of a small combat that took place on June 21, 1864. The action at Hanging Rock was evaluated to be National Register-eligible due to its significance in local Civil War history. Because of the small scale of the action and of the lack of integrity for most of the battleground due to commercial development in the vicinity of the existing interchange, a relatively small battlefield area was identified.

McDowell Battlefield, US Route 250, Highland County, VA. This project originated with VDOT's proposal to improve Route 250. McDowell Battlefield had been the focus of a number of preservation initiatives over the years since 1987, with different organizations acquiring land parcels for conservation. This study identified some mistaken suppositions in a National Park Service preliminary study of 1992. The NPS study exaggerated the geographical scope and intensity of combat in skirmishing on May 7, 1862, the day before the battle, and also appeared to have misinterpreted Union troop movements on May 8. Consequently, the study identified a smaller eligible battlefield than that proposed in the 1992 NPS study.

Bristoe Station-Kettle Run Battlefield, Route 28, Prince William County, VA. The project concerned VDOT's proposed improvement to Route 28, adjacent to this battlefield. This location was the scene of two separate encounters whose fields overlap closely, the action at Kettle Run, August 27, 1862, an element in the Second Manassas campaign, and the engagement at Bristoe Station, October 14, 1863, part of the campaigning in northern Virginia in the aftermath of Gettysburg. The report treated the ground on which the two combats were fought as a single resource because of the near congruence in the geographical location of the encounters. Fighting occurred there in separate instances due to the strategic aspect of the location—the major troop movement artery of the Orange & Alexandria Railroad was easily accessed at this point from primary roads leading to Warrenton. This battlefield had been a matter of some controversy in Virginia during the period 1988-1993. Anti-preservation agitation by citizens concerned about property values, amidst a regional current of rapid commercial and residential development, was able to bring about a rescinding of the battlefield's National Register listing. The study identified a battlefield boundary that lay adjacent to Route 28, but did not cross the highway. Fairly dense exurban residential development already lined much of Route 28, resulting in loss of integrity for that portion of the battlefield.

Ball's Bluff Battlefield, Battlefield Parkway, Loudoun County, VA. This study was undertaken as an aspect for the planning of a proposed extension to Battlefield Parkway, a secondary highway serving areas of recent commercial and residential development on the eastern side of US Route 15 outside Leesburg. The engagement at Ball's Bluff, coming early in the war, on October 21, 1861, was a small but bloody defeat for the Union. The study recommended a revision of the boundary for the Ball's Bluff Battlefield National Historic Landmark. When listed in 1984, the NHL boundary was restricted to a 76-acre area where the final intensive combat took place, whereas this study identified an eligible battlefield of approximately 225 acres that lay completely outside the APE for the proposed highway improvements.

Military Installation Projects

North Carolina National Guard Armories, North Carolina. Statewide architectural survey and determination of eligibility for armory complexes dating to the mid-twentieth century.

US Naval Air Station Patuxent River, Lexington Park, Maryland. Compilation of historic context and architectural inventory, and preparation of determination of eligibility for naval air station that is host to the US Naval Air Test Center, a premier testing facility for military aircraft and aviation-related equipment and components. For the US Naval Air Station Patuxent River.

US Army Ammunition Plant, Scranton, Pennsylvania. Compilation of Integrated Cultural Resources Management Plan (ICRMP) for the installation, an Army ammunition factory complex dating to the early twentieth century and located in an urban situation oriented to railroad facilities. For US Army Materiel Command.

US Army Ammunition Plant, Radford, Virginia. Compilation of ICRMP for a World War II-era Army ammunition manufacturing and testing complex located on an extensive rural property. For US Army Materiel Command.

US Naval Surface Warfare Center Carderock, Maryland. Update and revision of ICRMP for a US Navy warship and surface weapon design and testing installation that includes National Register-listed and -eligible districts. For US Naval Surface Warfare Center Carderock.

Craig S. Adams
172 School House Road
Egg Harbor Township, NJ 08234
craigsadams@comcast.net
609.927.8051

EDUCATION

B.A., Philosophy, Clark University, 1970
M.S., Historic Preservation, University of Vermont, 1986

EXPERIENCE

Preservation Associate, Historic Documentation Company, Inc. 2006- present

All phases of historic preservation project research, writing and documentation.

Vice President, Wings Point Associates, Inc., Pier A, Hudson River, NYC. 1989-2003.

Equity partner in a real estate development firm specializing in historic preservation and adaptive re-use of the landmark Pier A at Battery Park. Responsible for research and development of preservation program, working with architectural and design firms; liaison to city, state and federal historic preservation permitting agencies; also interacting with attorneys, financial investors, police and fire departments, Coast Guard, Army Corps, media, restaurateurs, vendors, laborers, subcontractors and maritime groups; preparation of corporate communications and investor presentations; coordinator of Pier A participation in OpSail 2000. *(Note: project has been suspended due to events of 9/11; converted to ferry terminal; now subject of litigation)*

Historic Property Development Consultant, NYC 1992-2006.

Project research, writing, documentation and permitting to support historic property redevelopment. Projects have included historic mills and commercial property project in Vermont, Massachusetts, and New York.

Preservation Associate, Lang Associates, Boston, Mass. 1988-91

Consultant with architectural firm specializing in historic preservation. Responsible for research, documentation and preparation of reports including Historic Structures Report for Fidelity Investments, Boston.

Graduate Teaching Assistant, Historic Preservation Program, Univ. of Vermont. 1984-86

Lecturer in 20th Century History.

Restoration contractor, Chace Mill, Winooski, Vermont and Wings Point, Charlotte, Vt. 1981-84

Contractor in the adaptation of historic woolen mill to incubator industries and a Federal-era homestead to inn and restaurant on Lake Champlain..

QUALIFICATIONS

Writing and Editing. Succinct writer able to explain, dramatize, and/or advocate for an issue or client; capable of editing copy produced by multiple contributors.

Research. Seasoned researcher in archives, libraries, and all electronic media.

Desktop Publishing. Producer of in-house copy and graphics for use in both public relations and working with graphic service providers, printers and affiliated contractors to produce an exhibit or publication. Mac owner for 15 years. Proficient in Microsoft Office.