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RESPONSE TO REQUEST FOR QUOTATION 2012 AUG -1 AM 10: 07

WEST VIRGINIA DIVISION  
OF CULTURE AND HISTORY

WV PURCHASING  
DIVISION

STATE HISTORIC PRESERVATION OFFICE  
RECONNAISSANCE LEVEL ARCHITECTURAL HISTORY  
SURVEY OF GRANT COUNTY  
RFQ # - DCH13004

July 31, 2012

Skelly and Loy, Inc.'s award-winning Cultural Resources Service Group is pleased to submit this quotation and supporting material to the West Virginia Purchasing Division in response to the Request for Quotation (RFQ) for the Reconnaissance Level Architectural History Survey of Grant County, issued July 9, 2012.

#### SKELLY AND LOY QUALIFICATIONS

Skelly and Loy's Cultural Resources Service Group, with offices in Morgantown, West Virginia and Pittsburgh, Pennsylvania, has been providing cultural resource services to public, private, and nonprofit clients for more than 20 years. Skelly and Loy and its personnel have significant experience and have performed dozens of reconnaissance and intensive level historic resource surveys throughout West Virginia, as well as in surrounding states. In addition to survey work, we have a successful track record of preparing National Register of Historic Places (NRHP) and National Historic Landmark (NHL) nominations, historic contexts, Historic American Buildings and Historic American Engineering Record (HABS/HAER) documentations, and Phase I, II, and III archaeological investigations. Additional information on Skelly and Loy's Cultural Resources Service Group is included as Appendix A of this quotation.

#### KEY PERSONNEL

Key personnel to be assigned to the Reconnaissance Level Architectural History Survey of Grant County project have worked on similar reconnaissance level architectural history surveys completed by Skelly and Loy between 2010 and 2012 in Calhoun, Clay, Roane, Wirt, Pendleton, and Pocahontas counties. Their qualifications exceed the requirements specified in 36 CFR Part 61, Professional Qualification Standards and the intent of Section 112 (a)(1) of the National Historic Preservation Act of 1966, as amended. Resumes of key personnel are included as Appendix B of this quotation.

**Gerald M. Kuncio**, Skelly and Loy's Senior Historian, will provide overall project management and QA/QC control, the same roles he played during the Central West Virginia, Pendleton, and Pocahontas historic resource surveys. He will review all reports and West Virginia Historic Property Inventory (HPI) forms prior to their delivery. Mr. Kuncio has performed or overseen historic resource surveys in West Virginia since 1998. He served as project manager or principal investigator for historic structures investigations on such projects as the U.S. 220 National Highway System Tier One Environmental Impact Statement (EIS) project, the



Keyser-McCoole Bridge Replacement Project, the U.S. Route 35 project, and the West Virginia Route 9 project, among many others.

**Laura C. Ricketts**, Architectural Historian, will fulfill the same roles she did for the Pendleton and Pocahontas Reconnaissance Level Architectural History Surveys. She will serve as chief point of contact for the project, gather background information, write the county history and survey methodology, oversee the survey of the historic resources, and be responsible for preparing reports and final HPI forms. Ms. Ricketts has extensive experience applying the NRHP Criteria of Significance and Integrity and has documented hundreds of resources at both the reconnaissance and intensive survey levels, including projects in northern, central, and eastern West Virginia. Ms. Ricketts was principal investigator on the Central West Virginia Historic Resource Survey, as well as on the U.S. 220 National Highway System Tier One EIS project, a five-county, two-state planning initiative featuring five corridors of approximately 50 miles in length in northeastern West Virginia and western Maryland. Currently, she is principal investigator for a reconnaissance level survey of more than 200 resources in Parsons, Tucker County, a project being completed for the United States Army Corps of Engineers.

Assisting Ms. Ricketts with the field survey will be **Joseph D. Salvador, III**. Mr. Salvador was a field surveyor in Pocahontas and Pendleton counties, completing more than half the draft HPI forms.

## TECHNICAL PROPOSAL

The Request for Quotation contains a Scope of Work with five listed items. Skelly and Loy will complete the items using the following methodology.

### **Item #1 – Brief History of Grant County**

Ms. Ricketts will prepare a brief history of Grant County. The history will provide sufficient contexts to evaluate resources for NRHP eligibility. The history will be prepared using easily-accessible primary and secondary sources, including websites; published county and regional histories, and historic maps and atlases at the West Virginia Regional History Collection at West Virginia University. The drafts will be submitted to the WVDCH for review in Portable Document Format (PDF).

### **Item # 2 – West Virginia Historic Property Inventory Forms**

Skelly and Loy will complete HPI forms for a maximum of 750 historic resources. Each resource will be at least 50 years old and will have historic architectural integrity, as defined in *National Register Bulletin: How to Apply the National Register Criteria for Evaluation*. Prior to our beginning the survey, Ms. Ricketts will meet *via* telephone with WVDCH staff to determine the individual coverage of the county and the number of HPI forms to be completed, based on the cost per HPI form. Skelly and Loy assumes we will receive from the WVDCH ESRI shape files in UTM 17 NAD 83 projection for all previously surveyed resources in the county.

Following the meeting and the receipt of the information, Skelly and Loy will survey the county in accordance with the Secretary of Interior's *Standards for Identification and Evaluation* and the WVDCH's *Survey and National Register Manual*. Skelly and Loy will take at least two digital black and white photographs of the exterior of all historic resources constructed prior to 1962 that retain integrity. Resources built after



1962 or that lack integrity will not be surveyed. One of the historic resource photographs will be a three-quarter view showing the main elevation. Streetscape photographs will also be taken of areas recommended as potential historic districts. Photographs will be embedded in the HPI forms and will also be submitted separately as .jpg images on CD-R media, with each photograph labeled by West Virginia survey number. All digital photographs will meet National Park Service standards for electronic images.

All descriptive fields in the HPI forms will be completed and the essential physical characteristics of each historic resource will be noted. UTM coordinates will be marked on United States Geological Survey (USGS) field maps, with the location information transferred to the forms. Deed research will not be conducted on individual properties. Significance under NRHP Criterion C will be recommended based on the architecture of the resource.

To reduce costs and promote environmental stewardship, Skelly and Loy will submit the draft HPI forms in Access database only, along with the photographs.

### **Item # 3 – United States Geological Survey Topographic Maps**

Skelly and Loy's Technical Services Group will use ESRI Arc GIS to note resource locations on USGS 7.5 minute series quadrangle base maps. One set of hard copy maps will be printed out with the resource numbers noted. Each map will be labeled with the name of the county, quadrangle name, and resource survey numbers. The locations will also be digitized as ESRI shape files in UTM 17 NAD 83 projection. The electronic data will be conveyed to the WVDCH's Information System Coordinator.

### **Item # 4 – Formal Written NRHP Eligibility Recommendations**

Following the completion of the historic resource survey, Skelly and Loy will produce a database and printed table containing formal recommendations of which resources are recommended as eligible or potentially eligible for NRHP listing. The database will contain the following information about each resource: survey number; approximate year built; property type; architectural style; thumbnail description; and proposed NRHP criterion or criteria.

### **Item # 5 – Final HPI Forms and Survey Report**

Skelly and Loy will produce a final survey report consisting of the brief county history; a description of the survey methodology; description of the property types; USGS maps; summary of the results; and the table of NRHP recommendations. The final HPI forms will also be submitted to the WVDCH. The report and the HPI forms will be provided in both electronic PDFs and as hard copies.

Because the county histories, HPI forms, and recommendations will have previously been submitted to the WVDCH for review and comment, it is assumed that draft and final copies of the report will not be necessary; Skelly and Loy proposes to produce one copy of the final report, in both hard copy and electronic PDF. The final reports shall be completed by July 31, 2013.

## COST

The attached Bidding Return Sheet provides the proposed cost for completing each item in the Scope of Work plus a total cost and a cost per HPI form. Payment for services rendered will be made in three payments as follows:

- Following submission of the draft history;
- Following WVDCH review of the draft HPI forms, maps, and photographs; and
- Following final submission and approval by the WVDCH of all final products.

The first two payments will be for all expenses incurred up to the point of submission of the requested material. The final payment shall be for the remaining dollar value of the contract.

## EXPERIENCE/SIMILAR PROJECTS

Skelly and Loy's Cultural Resources Service Group has extensive experience surveying above-ground resources throughout the state of West Virginia. We have completed similar reconnaissance level architectural history surveys in Calhoun, Clay, Pendleton, Pocahontas, Roane, Tucker, and Wirt counties. Additionally, Skelly and Loy has held open-end cultural resource and environmental service contracts with the West Virginia Division of Highways (WVDOH) continually since the early 1990s. Through these contracts, we have worked on projects spanning the entire state's geographic, physiographic, and cultural extents. We are familiar with West Virginia's cities and small towns, rural areas, landforms, drainages, source material, and historic repositories.

Detailed below are three similar, recent West Virginia projects that demonstrate our ability to complete the Grant County Architectural Reconnaissance Level Architectural History Survey.

### ***Pendleton County Reconnaissance Level Architectural History Survey.***

**Client:** West Virginia Division of Culture and History

**Reference:** Ms. Erin Riebe; 304-558-0240, ext. 725; [erin.m.riebe@wv.gov](mailto:erin.m.riebe@wv.gov)

Skelly and Loy just completed a reconnaissance level survey of resources greater than 50 years of age in Pendleton County, West Virginia. The scope of work and survey methodology were the same as that proposed for the Grant County Reconnaissance Level Architectural History Survey. Skelly and Loy completed HPI forms for 885 resources. The county's forms were submitted along with a final report consisting of the county history, survey methodology, description of property types, USGS maps, summary of the results, and the table of NRHP recommendations. The personnel who completed the Pendleton County Reconnaissance Level Architectural History Survey will work on the Grant County project.

### ***Pocahontas County Reconnaissance Level Architectural History Survey.***

**Client:** West Virginia Division of Culture and History

**Reference:** Ms. Erin Riebe; 304-558-0240, ext. 725; [erin.m.riebe@wv.gov](mailto:erin.m.riebe@wv.gov)

Skelly and Loy just completed a reconnaissance level survey of resources greater than 50 years of age in Pocahontas County, West Virginia. The scope of work and survey methodology were the same as that proposed for the Grant County Reconnaissance Level Architectural History Survey. Skelly and Loy completed HPI forms for 632 resources. Because of the rural nature and sparse population of the county, Skelly and Loy received permission from



the WVDCH to stop the survey short of 750 resources but to survey additional resources in Pendleton County. The county's forms were submitted along with a final report consisting of the county history, survey methodology, description of property types, USGS maps, summary of the results, and the table of NRHP recommendations. The personnel who completed the Pocahontas County Reconnaissance Level Architectural History Survey will work on the Grant County project.

***Central West Virginia Historic Resource Survey - Calhoun, Clay, Roane, and Wirt Counties, West Virginia.***

**Client: West Virginia Division of Culture and History**

**Reference: Ms. Erin Riebe; 304-558-0240, ext. 725; [erin.m.riebe@wv.gov](mailto:erin.m.riebe@wv.gov)**

In 2010 and 2011, Skelly and Loy completed the Central West Virginia Historic Resource Survey in Calhoun, Clay, Roane, and Wirt counties. The reconnaissance level survey of resources greater than 50 years of age had the same scope of work and was completed using the same methodology as proposed for the Grant County Reconnaissance Level Architectural History Survey. Skelly and Loy completed HPI forms for 770 resources. Each county's forms were submitted along with a final report consisting of the county history, survey methodology, description of property types, USGS maps, summary of the results, and the table of NRHP recommendations. Mr. Kuncio and Ms. Ricketts fulfilled the same roles in this survey as their proposed roles in the Grant County Reconnaissance Level Architectural History Survey.



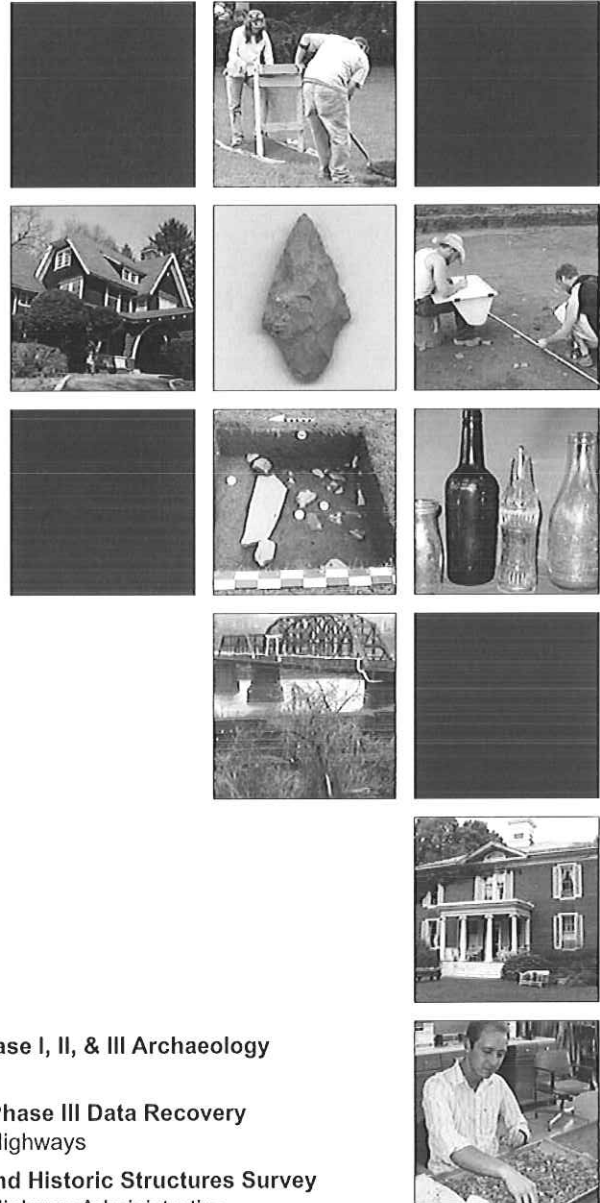
**APPENDIX A**

**SKELLY and LOY  
CULTURAL RESOURCE SERVICES**

## Cultural Resource Services

The Skelly and Loy team has significant experience in all aspects of Cultural Resource Management (CRM) from background research, sensitivity studies, and geomorphological investigations through mitigation of impacts to archaeological and historic structure resources and monitoring during project construction. Skelly and Loy is both sufficiently diversified to fulfill any required cultural resource investigation and specialized enough to concurrently address unique project-specific challenges using creative, pragmatic approaches. Skelly and Loy maintains its strong position as one of the leading cultural resource service providers to government agencies and private firms in the Mid-Atlantic region by providing cost-effective and timely cultural resources services through its highly qualified and experienced full-time staff.

The cultural resource services offered include both archaeological and historic structures studies, such as geomorphological investigations; GIS archaeological site predictive modeling; archaeological survey, testing, and data recovery; historic structures survey and determinations of eligibility and effect; Section 4(f) evaluations; HABS (Historic American Building Survey) and HAER (Historic American Engineering Record) recordations; Native American and public outreach and coordination; and cultural resource monitoring and report review. Skelly and Loy has taken the lead in the application of GIS to cultural resources studies during project planning and in innovative and effective public outreach during all phases of projects.



## Representative Projects

**Interstate 80 Bridge over the Susquehanna River, Phase I, II, & III Archaeology**  
Pennsylvania Department of Transportation

**WV Route 2: Franklin to Woodlands Improvements, Phase III Data Recovery**  
West Virginia Department of Transportation, Division of Highways

**U.S. 220 Corridor, Archaeological Predictive Model and Historic Structures Survey**  
West Virginia Division of Highways and Maryland State Highway Administration

**Longvue Residential Housing Development Project Geomorphology Studies**  
One Hundred, Ltd.

**Western Parkway Project Archaeological Predictive Model and Phase I and II Historic Structures Survey**  
Delaware Department of Transportation

**N.Y. Route 17 Interchange Project, Historic Resource Survey and Determination of Eligibility**  
New York State Department of Transportation

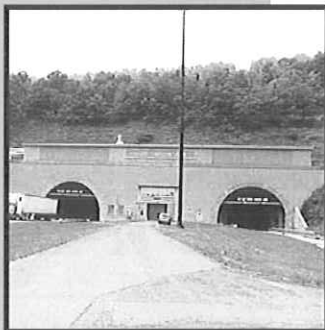
**Project Keystone: Stone Arch Bridge Management Plan and Maintenance Manual**  
Pennsylvania Department of Transportation

**Pennsylvania Army National Guard Armories, Historic Structures Survey and Determination of Eligibility**  
Pennsylvania Department of Military and Veteran Affairs, Environmental Division



Headquarters: 449 Eisenhower Boulevard, Suite 300, Harrisburg, PA 17111 • 800-892-6532 • Fax 717-232-1799

## Historic Resource Studies



From windshield surveys to mitigation, Skelly and Loy has completed all facets of historic resource investigations. Our historians and architectural historians have surveyed and analyzed thousands of resources for National Register of Historic Places (NRHP) eligibility, including farmsteads; agricultural landscapes; urban resources; suburban subdivisions; commercial districts; industrial, military, and residential buildings; African American resources; cemeteries; bridges; and other structures. We have also completed Determination of Effect Reports, Section 4(f) analyses, Memoranda of Agreements, NRHP evaluations, and interpretive plans. Mitigation and minimization measures range from traditional products like Historic American Building Survey and Historic American Engineering Record (HABS/HAER) documentation to more creative measures such as interpretive and walking tour brochures, teaching modules, wayside exhibit panels, and Web site development and maintenance. Skelly and Loy is equally adept at large and small projects and always tailors the Scope of Services to the size, complexity, and needs of the project.

Representative project examples include evaluating 570 miles of the Pennsylvania Turnpike and its resources for NRHP eligibility, managing all historic structures investigations for the 47-mile-long Maglev high-speed project corridor in Western Pennsylvania, researching eighteenth and nineteenth century farms for the Barratts Chapel project in central Delaware, surveying armory buildings across Pennsylvania for the Department of Military and Veteran Affairs, and using GIS applications and computerized field surveying techniques to survey five separate corridors as part of the U.S. 220 Tier One Environmental Impact Study in West Virginia and Maryland.

Our expertise with historic bridges is well known. We have created management plans for both stone arch and metal truss bridge types, helped to shape covered bridge rehabilitation plans, developed historic bridge driving tour brochures, constructed Web sites about historic bridges, and completed state and HAER-level bridge recordings throughout the Mid-Atlantic region.

### For More Information Contact

**Barbara J. Gundy, Ph.D.**  
3280 William Pitt Way  
Pittsburgh, PA 15238  
412-828-1412  
1-800-340-7538  
[bgundy@skellyloy.com](mailto:bgundy@skellyloy.com)

Historic Resource Studies



**APPENDIX B**

**RESUMES**  
**KEY PERSONNEL**

## GERALD M. KUNCIO, Senior Historian



### EDUCATION:

M.A., American History, 1993,  
University of Delaware

B.A., American History, 1982,  
Duquesne University

### YEARS OF EXPERIENCE:

22 Years

Mr. Kuncio is the Senior Historian of Skelly and Loy's Cultural Resources Service Group. He has nearly 25 years of experience (13 with Skelly and Loy) in historic research; National Register of Historic Places (NRHP), National Historic Landmarks (NHL) and historic context preparation; NRHP eligibility evaluations and effect determinations; and Historic American Engineering Record (HAER) documentation. He has been Project Manager or Principal Investigator on Cultural Resource Management (CRM) projects in West Virginia, Maryland, Pennsylvania, Delaware, and New York. Mr. Kuncio's qualifications exceed the Secretary of Interior's Standards and Guidelines for historian and architectural historian under 36 CFR 61.

### PROFESSIONAL EXPERIENCE

Over the course of his career, Mr. Kuncio has authored a wide variety of historic contexts, NRHP, and NHL nominations on topics as diverse as the National Road, the Pennsylvania Turnpike, coal patch towns, mineral springs resorts, county seats, historic farms and farmsteads, and the strike headquarters in the 1892 Homestead Lock-Out. He has developed curricula in public history and historic preservation and served as an adjunct faculty member and lecturer on the subjects at colleges and universities in Pennsylvania and Maryland. In recognition of Mr. Kuncio's service in the CRM and historic preservation fields, in 2008 he was appointed to Pennsylvania's Historic Preservation Board, which advises the State Historic Preservation Office (SHPO) on criteria for evaluating the significance of cultural resources, reviews nominations of historic resources to the NRHP, and reviews and comments upon the SHPO's statewide comprehensive preservation plan.

Noteworthy CRM projects include revising and updating the HAER recordation of the Port Perry Bridge over the Monongahela River in Allegheny County, Pennsylvania. The addendum included large format photographs of the bridge's substructure and an expanded history of the bridge drawn from recently discovered bridge plans and drawings. The history corrected the construction date for the original bridge as well as the dates of all major repairs to the substructure and superstructure of the current bridge. On a related project, Mr. Kuncio assessed the historic resources on each side of the bridge for potential NRHP eligibility. The resources included the site of a former steel mill, railroad lines, a railroad tunnel, and a road bridge.

Mr. Kuncio served as Project Manager and Principal Investigator for the NRHP assessment of the 470-mile Pennsylvania Turnpike system. Work tasks included conducting background research, preparing detailed draft and final reports placing the Turnpike's construction in a national context, assessing the Turnpike's historical significance and integrity, overseeing the survey of approximately 750 resources, and preparing a Memorandum of Understanding streamlining the Section 106 process. Resource location information was prepared in a format that could be uploaded into the Cultural Resource Geographic Information Systems (CRGIS) database maintained by the Pennsylvania Historical and Museum Commission. Mr. Kuncio also completed state-level recordations of representative Turnpike resources.

Noteworthy CRM projects in other states include Delaware's Western Parkway project, where Mr. Kuncio evaluated post-World War II houses and commercial buildings, nineteenth and twentieth century farms, a mill building and surrounding settlement, and African American resources, the latter for both individual eligibility and as part of a cultural landscape. Mr. Kuncio was also Project Manager and Principal Investigator for historic structures investigations for the Keyser-McCoolle Bridge Project. He oversaw historic resource surveys in both West Virginia and Maryland, developed the NRHP assessment of more than 200 resources, completed the Determination of Effect report, drafted the Memorandum of Agreement, developed the mitigation measures, and oversaw the completion of state-level building recordations.

An expert in the history and development of bridges, Mr. Kuncio was Project Manager for Project Keystone, which developed a management plan for 124 stone arch bridges in the Greater Philadelphia area. He also authored a maintenance manual detailing

## GERALD M. KUNCIO, Senior Historian



procedures to maintain, preserve, repair, and rehabilitate the bridges. The manual uses as its basis the Secretary of Interior's Standards and Guidelines for the Treatment of Historic Properties. Mr. Kuncio is also Principal Investigator for an ongoing project to develop a statewide management plan for Pennsylvania's metal truss bridges. Additionally, he has completed HAER and state-level recordations of historic bridges and developed creative mitigation measures for bridge projects, including websites, driving tour brochures, interpretive panels, and bridge talks. He has discussed Pittsburgh's historic bridges on the History Channel's™ show Modern Marvels.

Prior to joining Skelly and Loy, Mr. Kuncio served as Chief Curator/Director of Interpretation at the B&O Railroad Museum in Baltimore, Maryland, where he planned, researched, and presented museum exhibits on railroads and social history; managed the collections (including the museum's historic buildings); and oversaw operations of the archives. He was intimately involved in the formative years of the State Heritage Park program in Pennsylvania, serving between 1990 and 1994 as a field liaison between the Pennsylvania Historical and Museum Commission and the America's Industrial Heritage Project (AIHP), a nine-county heritage preservation and economic revitalization program. Mr. Kuncio helped to formulate AIHP's nine-county heritage driving route and also played a key role on Steering Committees that established the Allegheny Ridge and National Road State Heritage Parks. He helped to develop the parks' interpretive plans, provided interpretive guidance for satellite facilities, and chaired the technical committee that awarded the first round of matching historic preservation grants.

Mr. Kuncio also has experience conducting oral histories and directing oral history programs. In 2008, he interviewed founding members and other key people associated with the Multinational Association of Supportive Care in Cancer (MASCC), a medical society dedicated to the prevention and management of the adverse effects of cancer and its treatment. Mr. Kuncio used the material to help co-author an administrative history of MASCC. Between 1996 and 2002, he interviewed immediate past presidents of the Oncology Nursing Society (ONS), for use by interested members and future researchers. While at the B&O Railroad Museum, Mr. Kuncio began the B&O Railroad Oral History Project. Former railroaders from the B&O and its successor corporations were interviewed about their careers. Participants included office workers, operating department employees, and executives, including the Chairman Emeritus of CSX Corporation. The project was a joint venture with the University of Baltimore History Department. Students helped conduct interviews as part of course requirements. In all cases, the interviews were made part of each organization's permanent archives.

GERALD M. KUNCIO, Senior Historian

## LAURA C. RICKETTS, Architectural Historian



### EDUCATION:

B.A., Art History (American Architecture), 1992, The Pennsylvania State University

M.A., Art History (American Architecture), 1994, The Pennsylvania State University

### YEARS OF EXPERIENCE:

16 Years

Ms. Ricketts is an Architectural Historian with more than 16 years of experience in her field as a researcher, writer, teacher, historic preservationist, field surveyor, and Principal Investigator. She has been associated with projects in the private, not-for-profit, and academic sectors. Her experience ranges from high-style architecture to vernacular buildings and nineteenth- and twentieth-century industrial and transportation resources. She has taught and lectured widely on architectural history in America and France. Ms. Ricketts' qualifications exceed the Secretary of Interior's Standards and Guidelines for architectural historian under 36 CFR 61.

### PROFESSIONAL EXPERIENCE

Since joining Skelly and Loy, Inc. in 2004, Ms. Ricketts has been involved in all aspects of the Section 106 process for historic resources. She has prepared historic contexts, historic resource survey forms, Determinations of Eligibility, Determinations of Effect, and Section 4(f) documentation. She has also worked on creative mitigation projects to interpret the historical significance of resources.

Ms. Ricketts is the Principal Investigator for Historic Structures for the U.S. 220 National Highway System project, a 5-county, 2-state planning initiative featuring 5 corridors each approximately 50 miles in length in West Virginia and Maryland. Ms. Ricketts planned and conducted all field survey work which evaluated more than 400 historic resources for potential eligibility for NRHP listing and authored the reports containing the results of the survey.

Ms. Ricketts led the historic structures investigations for two Norfolk Southern intermodal facility projects in Pennsylvania. The first, a new facility to be located in Antrim Township, Franklin County, entailed the evaluation of nine nineteenth-century farm properties, a small rural village, and historic railroad resources. The interpretation of the historical significance of the individual farms relied on extensive use of the statewide agricultural context. The second, an expansion of the Harrisburg Intermodal Facility, required eligibility and effects studies as well as sustained inter-agency coordination.

Ms. Ricketts researched and wrote historic contexts that were used as a framework for identifying 750 historic resources in the Central West Virginia Historic Resource Survey project in Calhoun, Clay, Roane, and Wirt Counties. She crafted a detailed historic context highlighting changing land use in the Upper Ohio River Valley for the Upper Ohio River Valley Cumulative Effects Analysis undertaken for the United States Army Corps of Engineers. Smaller projects such as the NRHP eligibility form for a historic paper mill in Tyrone, Pennsylvania, have benefitted from a rich historical narrative.

Other noteworthy projects include acting as Principal Investigator for eligibility studies in Freeport, Lockport, and Mehoopany, Pennsylvania, and Barratts Chapel, Delaware. Ms. Ricketts was principal field investigator on Skelly and Loy's Historic Resource Survey and Determination of Eligibility investigation of the 470-mile-long Pennsylvania Turnpike Main Line and Northeastern Extension. She also surveyed and documented more than 60 historic resources for the Western Parkway project in Lewes, Delaware.

In addition to her work experience at Skelly and Loy, Ms. Ricketts has successfully nominated Turtle Creek High School in Allegheny County, Pennsylvania, to the NRHP. She has conducted extensive field surveys of the architecture of Beaver, Greene, and Washington Counties, Pennsylvania, to compile a list of entries for the Western Pennsylvania volume of a national architecture guidebook series published by the Society of Architectural Historians; she documented, researched, and wrote about significant structures in each county, and she edited the introduction to the volume.

Skelly and Loy, Inc.  
Pittsburgh, PA

## JOSEPH D. SALVADOR, III, Architectural Historian



### EDUCATION:

M.A., History, Duquesne University, 2001

B.A., History, University of Pittsburgh, 2005

### YEARS OF EXPERIENCE:

7 Years

Mr. Salvador is an Architectural Historian in Skelly and Loy, Inc.'s Cultural Resources Service Group. He primarily completes field surveys and manages collections. Mr. Salvador's qualifications meet the Secretary of Interior's Standards and Guidelines for historian and architectural historian under 36 CFR 61.

### PROFESSIONAL EXPERIENCE

Joseph Salvador joined Skelly and Loy's Cultural Resources Group in 2012. He was a field surveyor on the Pendleton and Pocahontas counties reconnaissance level architectural history surveys in West Virginia. The survey used a Microsoft database form to record basic architectural information on each resource, including its location, function, age, physical characteristics, and potential eligibility under National Register of Historic Places (NRHP) Criterion C for architecture. Mr. Salvador also managed all data entry and photographed resources. A total of 1,500 resources were surveyed.

Prior to joining Skelly and Loy, Mr. Salvador worked as an archivist and cataloguer for a number of museums, archives, and libraries. He worked in the Collections Department of the Senator John Heinz History Center, processing, researching, and cataloguing incoming artifacts into the museum's database. He did similar work for the Fort Pitt Museum, while also photographing and arranging its collection of artifacts and rare documents and creating an inventory of the artifact and prop collections. For the William R. Oliver Special Collections Room of the Carnegie Library of Pittsburgh, Mr. Salvador appraised, organized, and arranged incoming archival material, created finding aids, and assisted in managing and organizing the rare book collection. For Pittsburgh's Soldiers and Sailors Hall and Museum, he researched, catalogued, and cared for artifacts and exhibits.

JOSEPH D. SALVADOR, III, Architectural Historian

**REQUEST FOR QUOTATION**  
**West Virginia Division of Culture and History,**  
**State Historic Preservation Office**  
**Grant County Historic Resource Survey**  
**RFQ # - DCH13004**

**BIDDING RETURN SHEET:**

Items below are listed in the Scope of Work section of this RFQ.

ITEM # 1: Research & Brief County History for National Register Eligibility	\$ <u>3,307.12</u>
ITEM # 2: Completion of WV Historic Property Inventory Form	\$ <u>35,290.38</u>
ITEM # 3: US Geological Survey Topographic Maps Detailing Resource Locations	\$ <u>1,769.43</u>
ITEM # 4: Formal Written Recommendations for Eligibility in the National Register of Historic Places (NRHP)	\$ <u>1,641.03</u>
ITEM # 5: Complete Final Survey Report	\$ <u>9,517.66</u>
<b>TOTAL COST .....</b>	<b>\$ <u>51,525.62</u></b>

Contract will be awarded based on the Lowest Cost submitted by a qualified bidder meeting specifications.

This Proposal is submitted in the name of:

Firm or Individual: Skelly and Loy, Inc.

Phone: 412-828-1412

Fax: 412-828-1475

E-Mail: gkuncio@skellyloy.com

By:



(Signature) Gerald M. Kuncio

Senior Historian

(Title)

Date: July 31, 2012

**CERTIFICATION AND SIGNATURE PAGE**

By signing below, I certify that I have reviewed this Solicitation in its entirety; understand the requirements, terms and conditions, and other information contained herein; that I am submitting this bid or proposal for review and consideration; that I am authorized by the bidder to execute this bid or any documents related thereto on bidder's behalf; that I am authorized to bind the bidder in a contractual relationship; and that to the best of my knowledge, the bidder has properly registered with any State agency that may require registration.

Skelly and Loy, Inc.

(Company)

*Robert E. McClure*

Robert E. McClure, Executive Vice President

(Representative Name, Title)

412-828-1412

(Contact Phone/Fax Number)

7/31/2012

(Date)

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 owed 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 exceeds 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.

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

**WITNESS THE FOLLOWING SIGNATURE**Vendor's Name: Skelly and Loy, Inc.Authorized Signature: Robert E. McClure Date: 7/31/2012State of PennsylvaniaCounty of Lebanon, to-wit:Taken, subscribed, and sworn to before me this 27<sup>th</sup> day of July, 2012My Commission expires 11/10, 2012

AFFIX SEAL HERE

NOTARY PUBLIC Susan L. Spangler

COMMONWEALTH OF PENNSYLVANIA  
NOTARIAL SEAL  
SUSAN L. SPANGLER, Notary Public  
North Cornwall Twp., Lebanon County  
My Commission Expires November 10, 2012



# VENDOR PREFERENCE CERTIFICATE

Certification and application\* is hereby made for Preference in accordance with *West Virginia Code*, §5A-3-37. (Does not apply to construction contracts). *West Virginia Code*, §5A-3-37, provides an opportunity for qualifying vendors to request (at the time of bid) preference for their residency status. Such preference is an evaluation method only and will be applied only to the cost bid in accordance with the *West Virginia Code*. This certificate for application is to be used to request such preference. The Purchasing Division will make the determination of the Resident Vendor Preference, if applicable.

- 1. **Application is made for 2.5% resident vendor preference for the reason checked:**  
 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,  
 Bidder is a partnership, association or corporation resident vendor and 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 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,  
 Bidder is a 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; or,
- 2. **Application is made for 2.5% resident vendor preference for the reason checked:**  
 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; or,
- 3. **Application is made for 2.5% resident vendor preference for the reason checked:**  
 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 Bidder's affiliate's or subsidiary's employees are residents of West Virginia who have resided in the state continuously for the two years immediately preceding submission of this bid; or,
- 4. **Application is made for 5% resident vendor preference for the reason checked:**  
 Bidder meets either the requirement of both subdivisions (1) and (2) or subdivision (1) and (3) as stated above; or,
- 5. **Application is made for 3.5% resident vendor preference who is a veteran for the reason checked:**  
 Bidder is an individual resident vendor who is a veteran of the United States armed forces, the reserves or the National Guard and has resided in West Virginia continuously for the four years immediately preceding the date on which the bid is submitted; or,
- 6. **Application is made for 3.5% resident vendor preference who is a veteran for the reason checked:**  
 Bidder is a resident vendor who is a veteran of the United States armed forces, the reserves or the National Guard, if, for purposes of producing or distributing the commodities or completing the project which is the subject of the vendor's bid and continuously over the entire term of the project, on average at least seventy-five percent of the vendor's employees are residents of West Virginia who have resided in the state continuously for the two immediately preceding years.
- 7. **Application is made for preference as a non-resident small, women- and minority-owned business, in accordance with *West Virginia Code* §5A-3-59 and *West Virginia Code of State Rules*.**  
 Bidder has been or expects to be approved prior to contract award by the Purchasing Division as a certified small, women- and minority-owned business.

Bidder understands if the Secretary of 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) reject the bid; 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.

By submission of this certificate, Bidder agrees to disclose any reasonably requested information to the Purchasing Division and authorizes the Department of 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.

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.

Bidder: Skelly and Loy, Inc.

Signed: Robert E. McClure

Date: 7/31/2012

Title: Executive Vice President

**ADDENDUM ACKNOWLEDGEMENT FORM**  
**SOLICITATION NO.: DCH13004**

**Instructions:** Please acknowledge receipt of all addenda issued with this solicitation by completing this addendum acknowledgment form. Check the box next to each addendum received and sign below. Failure to acknowledge addenda may result in bid disqualification.

**Acknowledgment:** I hereby acknowledge receipt of the following addenda and have made the necessary revisions to my proposal, plans and/or specification, etc.

**Addendum Numbers Received:**

(Check the box next to each addendum received)

- |  |  |
|--|--|
| <input checked="" type="checkbox"/> Addendum No. 1 | <input type="checkbox"/> Addendum No. 6  |
| <input checked="" type="checkbox"/> Addendum No. 2 | <input type="checkbox"/> Addendum No. 7  |
| <input type="checkbox"/> Addendum No. 3            | <input type="checkbox"/> Addendum No. 8  |
| <input type="checkbox"/> Addendum No. 4            | <input type="checkbox"/> Addendum No. 9  |
| <input type="checkbox"/> Addendum No. 5            | <input type="checkbox"/> Addendum No. 10 |

I understand that failure to confirm the receipt of addenda may be cause for rejection of this bid. I further understand that any verbal representation made or assumed to be made during any oral discussion held between Vendor's representatives and any state personnel is not binding. Only the information issued in writing and added to the specifications by an official addendum is binding.

Skelly and Loy, Inc.

\_\_\_\_\_  
Company

*Robert E. McClure*

\_\_\_\_\_  
Robert E. McClure Authorized Signature

7/31/2012

\_\_\_\_\_  
Date

NOTE: This addendum acknowledgment should be submitted with the bid to expedite document processing.