



# West Virginia Purchasing Division

2019 Washington Street, East  
Charleston, WV 25305  
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The following documentation is an electronically-submitted vendor response to an advertised solicitation from the *West Virginia Purchasing Bulletin* within the Vendor Self-Service portal at ***wvOASIS.gov***. As part of the State of West Virginia's procurement process, and to maintain the transparency of the bid-opening process, this documentation submitted online is publicly posted by the West Virginia Purchasing Division at ***WVPurchasing.gov*** with any other vendor responses to this solicitation submitted to the Purchasing Division in hard copy format.

Header

List View

General Information | Contact | Default Values | Discount | Document Information

Procurement Folder: 224519

Procurement Type: Central Purchase Order

Vendor ID: 000000161046

Legal Name: SKELLY & LOY INC

Alias/DBA:

Total Bid: \$74,044.00

Response Date: 09/15/2016

Response Time: 10:32

SO Doc Code: CRFQ

SO Dept: 0432

SO Doc ID: DCH170000003

Published Date: 8/10/16

Close Date: 9/15/16

Close Time: 13:30

Status: Closed

Solicitation Description: To conduct a Reconnaissance-Level Survey.

Total of Header Attachments: 0

Total of All Attachments: 0



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

**State of West Virginia  
 Solicitation Response**

**Proc Folder :** 224519

**Solicitation Description :** To conduct a Reconnaissance-Level Survey.

**Proc Type :** Central Purchase Order

Date issued	Solicitation Closes	Solicitation Response	Version
	2016-09-15 13:30:00	SR 0432 ESR09151600000001096	1

<b>VENDOR</b>
000000161046 SKELLY & LOY INC

**Solicitation Number:** CRFQ 0432 DCH1700000003

**Total Bid :** \$74,044.00      **Response Date:** 2016-09-15      **Response Time:** 10:32:25

**Comments:**

**FOR INFORMATION CONTACT THE BUYER**  
 Michelle L Childers  
 (304) 558-2063  
 michelle.l.childers@wv.gov

<b>Signature on File</b>	<b>FEIN #</b>	<b>DATE</b>
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All offers subject to all terms and conditions contained in this solicitation

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Ln Total Or Contract Amount
1	To conduct a Reconnaissance-Level Survey.				\$74,044.00

Comm Code	Manufacturer	Specification	Model #
71112107			

<b>Extended Description :</b>	To conduct a Reconnaissance-Level Survey.
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**RESPONSE TO REQUEST FOR QUOTATION  
WEST VIRGINIA DIVISION OF CULTURE AND HISTORY  
PLEASANTS, LINCOLN, MASON,  
JACKSON, AND WAYNE COUNTIES  
HISTORIC RESOURCE SURVEY  
RFQ #DCH1700000003**

**September 15, 2016**

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 Historic Resource Survey of Pleasants, Lincoln, Mason, Jackson, and Wayne Counties that was issued on August 10, 2016.

**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 resources services to public, private, and nonprofit clients for nearly 30 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 Phases I, II, and III archaeological investigations.

**KEY PERSONNEL**

Key personnel to be assigned to the Reconnaissance Level Historic Resource Survey 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 and also on a combined reconnaissance and intensive level survey in Parsons, Tucker County. 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 A of this quotation.



**Gerald M. Kuncio**, Skelly and Loy's Senior Historian, will provide overall project management and Quality Assurance/Quality Control (QA/QC), the same roles he played during the Central West Virginia, Pendleton, and Pocahontas historic resource surveys. Additional West Virginia projects for which he served as either project manager or principal investigator for historic structures investigations include the Glenville Roundabout Project, the US 219 Relocation Project, and the U.S. 220 National Highway System Tier One Environmental Impact Statement (EIS) Project.

**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 the chief point of contact for the project, gather background information, write the county histories and survey methodology, oversee the survey of the historic resources, and be responsible for preparing reports and final West Virginia Historic Property Inventory (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 5-county, 2-state planning initiative featuring five corridors of approximately 50 miles in length in northeastern West Virginia and western Maryland. She was also principal investigator for a combined reconnaissance and intensive level survey of more than 200 resources in Parsons, Tucker County, a project completed for the United States Army Corps of Engineers.

## **TECHNICAL PROPOSAL/ASSUMPTIONS**

The Request for Quotation contains "Mandatory Contract Services Requirements and Deliverables." Skelly and Loy will meet the mandatory requirements using the methodology explained below.

### **Conduct a Reconnaissance Level Historic Resource Survey**

Skelly and Loy will use historic maps to identify the places within each county where it will be most effective to survey, based on concentrations of historic resources.

### **Research and Write a History of Each County**

Skelly and Loy will prepare a 10- to 20-page history for each county. The histories will provide contexts that identify specific themes of history associated with the built resources in order 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 West Virginia Division of Culture and History (WVDCH) for review in Portable Document Format (.pdf) along with the draft HPI forms.

### **Complete West Virginia Historic Property Inventory Forms**

Skelly and Loy will complete HPI forms for at least 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 beginning the survey, Ms. Ricketts will meet *via* telephone with WVDCH staff to determine the individual coverage and the number of HPI forms to be completed for each county. Skelly and Loy assumes that we will receive ESRI shape files in UTM 17 NAD 83 projection for all previously surveyed resources in the county from the WVDCH.

Following the meeting and receipt of the information, Skelly and Loy will survey each 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 1967 that retain integrity. Resources built after 1967 or that lack integrity will not be surveyed. One of the historic resource photographs will be a three-quarter view showing the main elevation. 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 site number. All digital photographs will meet current 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. 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 Microsoft Access database only, along with the photographs. Final versions will be submitted in both electronic and hard copy formats.



### **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 and quadrangle and resource site 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.

### **Formal Written NRHP Eligibility Recommendations**

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

### **Final HPI Forms and Survey Report**

Skelly and Loy will produce final survey reports for each county. Each report will include the county history; a description of the survey methodology; descriptions of the property types; USGS maps; a summary of the results; and the table of NRHP recommendations. The final HPI forms will also be submitted to the WVDCH. The final report and the HPI forms will be provided as both .pdf and 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 one year after the date of Notice to Proceed.

### **COST**

The attached Bidding Return Sheet provides the proposed cost for completing the 750 HPI forms. Payment for services rendered will be made according to the schedule on page 24 of the RFQ.

### **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 resources and environmental services 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 historic resource survey in the five counties.

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

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

**Reference: Ms. Erin Riebe (now with the WV Humanities Council); 304-346-8500 and riebe@wvhumanities.org**

Skelly and Loy 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 this historic resource 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. Many of the same personnel who completed the Pendleton County Reconnaissance Level Architectural History Survey will work on this project.

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

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

**Reference: Ms. Erin Riebe (now with the WV Humanities Council); 304-346-8500 and riebe@wvhumanities.org**

Skelly and Loy 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 this 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. Many of the same personnel who completed the Pocahontas County Reconnaissance Level Architectural History Survey will work on this 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 (now with the WV Humanities Council); 304-346-8500 and riebe@wvhumanities.org**

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 this 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 will fulfill the same roles they performed during this earlier survey.



# **APPENDIX A RESUMES**



**EDUCATION:**

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

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

**YEARS OF EXPERIENCE:**

25 Years

Mr. Kuncio is the Senior Historian in Skelly and Loy, Inc.'s Cultural Resources Service Group. He has more than 25 years of experience (15 at Skelly and Loy) in historic research, National Register of Historic Places (NRHP), National Historic Landmarks (NHL), and historic context preparation, eligibility evaluations and effect determinations, Historic American Engineering Record (HAER) documentation, and historic interpretation. He has been Project Manager or Principal Investigator on projects in Pennsylvania, West Virginia, Delaware, Maryland, and New York. He has evaluated nearly all types of standing structures, including high-style architectural and vernacular buildings, commercial and industrial structures, religious buildings, rural and agricultural landscapes and farms, military buildings and sites, suburban subdivisions and houses, historic districts, and historic bridges. Mr. Kuncio's qualifications exceed the Secretary of Interior's Standards and Guidelines for historian and architectural historian under 36 CFR 61.

**PROFESSIONAL EXPERIENCE**

Mr. Kuncio has been Project Manager or Principal Investigator on hundreds of eligibility surveys and effect determinations. Noteworthy recent CRM projects include serving as project manager and principal investigator on a survey of the Delaware, Lackawanna, and Western Railroad's 39-mile-long Clarks Summit to Hallstead Cutoff in northeastern Pennsylvania; managing county-wide historic resource surveys of six counties in West Virginia; evaluating the Eddystone Power Plant in Delaware County, Pennsylvania, the nation's oldest remaining Supercritical Pressure-Temperature coal-fired power plant, for NRHP eligibility; and managing and investigating above-ground historic resources potentially affected by proposed hydroelectric power projects at United States Army Corps of Engineers facilities in West Virginia and western Pennsylvania.

An expert on historic bridges, Mr. Kuncio was Principal Investigator and Project Manager for Project Keystone, a pilot project which developed a management plan and maintenance manual for 124 stone arch bridges in the Greater Philadelphia region. He authored the maintenance manual, which is being used by bridge maintenance and repair forces throughout the state, and co-authored the final management plan. Recently, he served as cultural resources liaison on the 8<sup>th</sup> Street Bridge Project in Allentown, Pennsylvania, ensuring that the proposed rehabilitation of the 1913, open-spandrel arch bridge was in keeping with the *Secretary of Interior's Standards for the Treatment of Historic Properties*. Mr. Kuncio has completed all manner of mitigation measures for historic bridges, including HAER and state-level recordations, driving tour brochures, websites, posters, NRHP nominations, and wayside exhibits. He has also discussed Pittsburgh's world-famous historic bridges on the History Channel's™ program *Modern Marvels*.

For the past six years, Mr. Kuncio has served on the Pennsylvania State Historic Preservation Board, which develops statewide historic preservation policies and reviews NRHP nominations. He was also a member of a Task Force which developed context material and NRHP registration requirements for Pennsylvania's post-World War II suburbs. Over the course of his career, he has authored a wide variety of historic contexts and NRHP and NHL nominations on topics as diverse as the National Road, Pennsylvania Turnpike, coal patch towns, mineral springs resorts, the strike headquarters in the 1892 Homestead Lock-Out, county seats, bridges, and historic farms and farmsteads. He was also instrumental in the development of two Heritage Areas in Pennsylvania: the Allegheny Ridge Heritage Area and the National Road Heritage Corridor.



### 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:

20 Years

Laura Ricketts is an Architectural Historian with more than 20 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 centuries transportation resources. 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 in 2004, Ms. Ricketts has worked extensively with the National Register of Historic Places (NRHP) standards both for the nomination of historic structures resources and as part of the Section 106 process. She has prepared historic contexts, historic resource survey forms, Determinations of Eligibility, Determinations of Effect, and Section 4(f) documentation. She has authored NRHP nominations, informed community preservation plans, and conducted multiple county-wide historic resource surveys. She has also worked on creative mitigation projects to interpret the historical significance of resources.

In 2013, Ms. Ricketts collaborated with a planning firm on the development of a preservation plan for Moon Township, Allegheny County, Pennsylvania. She researched and wrote a developmental context on the history of the township, and she conducted a reconnaissance level survey of its built environment. The findings ranged from early nineteenth century farm remnants to early twentieth century mansions and summer estates to the rapid development of post-war residential subdivisions during a period of explosive growth for the township. The history and inventory of historic resources became the basis for the preservation plan, which now serves as a statewide model for preservation planning at the municipal level.

Ms. Ricketts wrote the nomination of the Mt. Lebanon Historic District, which was listed in the NRHP in 2014. Mt. Lebanon is a primarily residential early automobile suburb located to the south of the City of Pittsburgh that includes commercial, cultural, and institutional buildings within its count of more than 4,000 resources. The nomination focuses on the development of 38 residential subdivisions, which was concentrated in a 20-year period between the opening of the Liberty Tubes (tunnels providing roadway access to Pittsburgh) and World War II. The large size of the district required close coordination with the municipality, its historic preservation board, its GIS professionals, and local volunteers who Ms. Ricketts trained to update the massive inventory.

In 2012, Ms. Ricketts authored the NRHP nominations for four historic districts in the City of Pittsburgh. The Pittsburgh Renaissance Historic District focuses on the central work of Pittsburgh's post-World War II Renaissance I urban renewal program, which reshaped 59 acres of congested industrial land into Point State Park and the modern skyscrapers in a park development known as Gateway Center. Three of the nominations provided the arguments and supporting documentation for the expansion of listed historic districts in Downtown Pittsburgh, representing the commercial, financial, and river-oriented trade centers of the city. She also co-authored the NRHP nomination for the Terminal Buildings complex, an early intermodal warehouse facility located in Pittsburgh's South Side. All five nominations resulted in National Register listing.

## LAURA C. RICKETTS, Architectural Historian



Ms. Ricketts led the Phase I Historic Architectural Survey of the City of Parsons in Tucker County, West Virginia, for the United States Army Corps of Engineers. The survey evaluated 324 resources, including residential, commercial, religious, and industrial buildings. The survey report contained a detailed historic context for the city and an expanded discussion of the near-universal loss of integrity to historic resources resulting primarily from severe flooding sustained in 1985 and 1996.

Ms. Ricketts supervised the windshield reconnaissance surveys of historic resources in four central West Virginia counties in 2010 for the West Virginia State Historic Preservation Office (WVDCH). The surveys of Clay, Calhoun, Roane, and Wirt Counties identified a total of 750 historic resources using the standardized WVDCH Historic Property Inventory forms with photographs and GIS mapping. In 2011 Ms. Ricketts supervised similar surveys in two larger eastern West Virginia counties - Pendleton and Pocahontas Counties - with approximately 750 historic resources identified in each county. Like the 2010 survey, the evaluation of the resources was informed by a detailed context of the developmental history prepared for each individual county. These surveys provide an account of known historic resources in under-surveyed locations that will aid the WVDCH in its activities as well as streamline compliance projects for agencies that must consider historic resources in their project planning.

Ms. Ricketts is the Principal Investigator for the Historic Structures Survey in the U.S. 220 National Highway System project, a 5-county, 2-state planning initiative featuring 5 corridors of approximately 47 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 report containing the results of the survey. In 2011 she attended public meetings for this project to explain the cultural resources component to attendees.

REQUEST FOR QUOTATION  
Pleasants, Lincoln, Mason, Jackson and Wayne County Historic Resources Survey

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**11. MISCELLANEOUS:**

**11.1. Contract Manager:** During its performance of this Contract, Vendor must designate and maintain a primary contract manager responsible for overseeing Vendor's responsibilities under this Contract. The Contract manager must be available during normal business hours to address any customer service or other issues related to this Contract. Vendor should list its Contract manager and his or her contact information below.

**Contract Manager:** Gerald M. Kuncio

**Vendor's Address:** 3280 William Pitt Way  
Pittsburgh, PA 15238

**Telephone Number:** 412-828-1412

**Fax Number:** 412-828-1475

**Email Address:** gkuncio@skellyloy.com

**DESIGNATED CONTACT:** Vendor appoints the individual identified in this Section as the Contract Administrator and the initial point of contact for matters relating to this Contract.

Gerald M. Kuncio, SENIOR HISTORIAN  
 (Name, Title)  
Gerald M. Kuncio, Senior Historian  
 (Printed Name and Title)  
3280 William Pitt Way, Pittsburgh, PA 15238  
 (Address)  
P: 412-828-1412 F: 412-828-1475  
 (Phone Number) / (Fax Number)  
gkuncio@skellyloy.com  
 (email address)

**CERTIFICATION AND SIGNATURE:** By signing below, or submitting documentation through wvOASIS, I certify that I have reviewed this Solicitation in its entirety; that I understand the requirements, terms and conditions, and other information contained herein; that this bid, offer or proposal constitutes an offer to the State that cannot be unilaterally withdrawn; that the product or service proposed meets the mandatory requirements contained in the Solicitation for that product or service, unless otherwise stated herein; that the Vendor accepts the terms and conditions contained in the Solicitation, unless otherwise stated herein; that I am submitting this bid, offer or proposal for review and consideration; that I am authorized by the vendor to execute and submit this bid, offer, or proposal, or any documents related thereto on vendor's behalf; that I am authorized to bind the vendor in a contractual relationship; and that to the best of my knowledge, the vendor has properly registered with any State agency that may require registration.

Skelly and Loy, Inc.

(Company)

John W. Gunnett  
 (Authorized Signature) (Representative Name, Title)

John W. Gunnett, P.G., President and Chief Operating Officer  
 (Printed Name and Title of Authorized Representative)

September 15, 2016

(Date)

P: 717-232-0593 F: 717-232-1799  
 (Phone Number) (Fax Number)



**Exhibit A**

West Virginia Division of Culture and History,  
State Historic Preservation Office  
Lincoln, Pleasants, Mason, Jackson & Wayne Historic Resource Survey

Date: September 15, 2016

Name of Vendor: Skelly and Loy, Inc.

LUMP SUM BID FOR 750 HPI FORMS: \$ 74,044.00

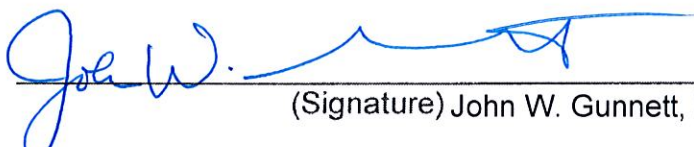
Seventy four thousand forty four dollars

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(Show amount in both words and numbers)

Submitted in the name of:

Firm or Individual: Skelly and Loy, Inc.

By:   
(Signature) John W. Gunnett, P.G.  
President and Chief Operating Officer  
(Title)

Date: September 15, 2016