

To whom it may concern:

The City of Correctionville is requesting a proposal for a Phase 1 Archaeological Survey of the five properties shown below. The proposed Phase 1 Survey is being done as part of a HUD funded Disaster Recovery Housing Buyout and Demolition project in which the City of Correctionville has received grant funding through the Community Development Block Grant-Disaster Recovery program.

As part of the Environmental and Historic Review, the city must complete a Phase 1 Archaeological Survey before demolishing the following properties:

104 Cedar St, Correctionville

413 Birch St, Correctionville

115 5th St, Correctionville

203 1st St, Correctionville

109 Birch St, Correctionville

We are seeking proposals in PDF format emailed to me (chad@sc-ic.com) no later than 4:00 p.m. on Friday, November 6th. I will present all proposals to the city after the deadline. The city will review the proposals and make a selection shortly thereafter and then work with the proposed firm to develop a contract to proceed. The contract for this work must include the attached federal requirements. The selected firm must be eligible to work on federally funded projects.

The work requires no more than eight weeks to complete and must start by the first week of December.

Special Conditions required on implementation of Projects:

Once under contract, FEMA will conduct a kickoff meeting among FEMA, SHPO, the Sub-applicant, and the Sub-applicant's cultural resources consultant to ensure a mutual understanding of the requirements and of the Area of Potential Effect to be surveyed. The survey must be conducted by a professional who meets the Secretary of the Interior's Professional Qualifications Standards for archaeology. The survey report must be provided to FEMA to facilitate consultation with the SHPO and additional potential consulting parties regarding the demolition of all buildings and structures on the property. Starting the demolition of any buildings or structures on this property prior to FEMA completing Section 106 consultation may jeopardize federal assistance including funding.

Source of condition: National Historic Preservation Act (NHPA)

Monitoring Required: Yes

The proposed project will need to be reviewed again by FEMA EHP for compliance with the National Historic Preservation Act and other federal environmental and historic laws after the completion of a Phase 1 Archaeological Survey. This is required to complete the NHPA Section 106 consultation process. This review must take place prior to the start of demolition activities, and the applicant may not begin work until receiving FEMA approval. Demolition of properties without Section 106 review could result in noncompliance with Section 106 of the National Historic Preservation Act.

Source of condition: National Historic Preservation Act (NHPA)

Monitoring Required: Yes

As part of your submittal please provide the following minimum information:

1. Overview of your firms ability to meet the needs of the city for the proposed work.
2. Firm Data including the following: Tax ID, SAM.gov UEI Number, DUNS Number, Owner Name, and Official Address.
3. A cost proposal including either a lump sum amount or a not to exceed amount for the work.
4. An estimated timeline for the project including a statement of where this project would be prioritized on your schedule once conditions are appropriate for field work.
5. A description of the tasks that your firm will complete as part of the proposed work, including the following for each property:
 - Comprehensive review of historic plat maps, historic records, archaeological site records, previous archaeological inventories, and the I-Sites Pro database through the Office of the State Archaeologist.
 - Final report that adheres to the AIA guidelines for Phase I investigations
 - Pedestrian survey of the project area
 - Systematic subsurface testing
6. A draft contract for the city's consideration – to include the required federal contract language attached to this RFP

If you have any questions or need any additional information please don't hesitate to contact me directly, my contact information is below. Thanks for your interest and time. The city would appreciate a response even if your firm decides not to submit a proposal.

Thank you,

Chad Sands

Chad Sands
Simmering Cory
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