Historic Vienna, Inc.

131 Church Street, NE • Post Office Box 53 • Vienna, VA 22183

Freeman Store and Museum, built in 1859

September 14, 2022

Mercury Payton
Town Manager
Town of Vienna
Vienna Town Hall
127 Center Street South
Vienna, Virginia 22180

Re: Archeological Proposal for the grounds of the Freeman Store and Museum

Dear Mercury,

Historic Vienna is excited to take the next step in understanding what happened on the grounds of the Freeman Store and Museum. The non-invasive ground-penetrating radar (GPR) survey that we had conducted, with the Town's approval, on November 1 last year identified 36 potential areas of interest (see Attachment A: GPR Areas of Interest for these results). We want to examine 4 of these areas in more detail through professional excavation.

Ground-penetrating radar, while useful in locating potential areas or features of archaeological interest, can only offer a preliminary identification. Excavation is needed to fully identify, these finds. The 4 areas that merit more extensive investigation are: the road or barn area in the front side yard, two features next to and behind the Freeman Store tentatively identified as wells or privies, and the immediate backyard area by the current brick patio.

HVI formally requested proposals for this excavation work from four top notch archaeology firms and selected a local firm, the Ottery Group, for the excavation subject to the Town's approval (refer to Attachment B: Ottery proposal for more information). Ottery would conduct an excavation survey over 10 days for a total cost of $19,530, paid in full by HVI.

The survey will include:

- Four 1x1 meter excavation units, placed in each area of interest (side yard with potential barn, two wells/privies, and immediate back yard). The units would be expanded if significant finds are uncovered.
- Sampling shovel test pits in the side yard (by the metal concentrations) at intervals of 10 meters to capture and identify any additional concentrations of artifacts and/or features.
- Document, perform washing, cataloging, and bagging/tagging of all artifacts found. HVI is responsible for long-term storage and is currently considering Fairfax Archaeology as the repository. If the number of finds and their significance warrants it, HVI would host a Public Archaeology Day and/or a small exhibit within the Freeman Store and consider additional excavations in the future.

Ideally, this survey would be performed between November and March in order to not impact events on the Town Green. Work areas would be minimal and could be cordoned off, covered with tarps, or backfilled if needed for events. All excavated areas will be restored to pre-excavation appearance when the project is complete.

As the property is owned by the Town, HVI requests the Town's approval to hire the Ottery Group to perform the proposed investigative excavation.

We are really excited about the possibility of discovering new details about life in Vienna in the past. Learning more about Vienna's history will be another way that Vienna can demonstrate its commitment to residents, past and present, and show that our community is a special community with significant history as well as a small-town atmosphere. We believe this project will greatly enhance our understanding of the history of our site, and we will really enjoy sharing it with our community.

Please don't hesitate to contact me with your questions and concerns.

Sincerely,

Anne Stuntz
President

cc. Leslie Herman

Attachment A: GPR Areas of Interest
Attachment B: Ottery proposal

Attachment A: GPR Areas of Interest

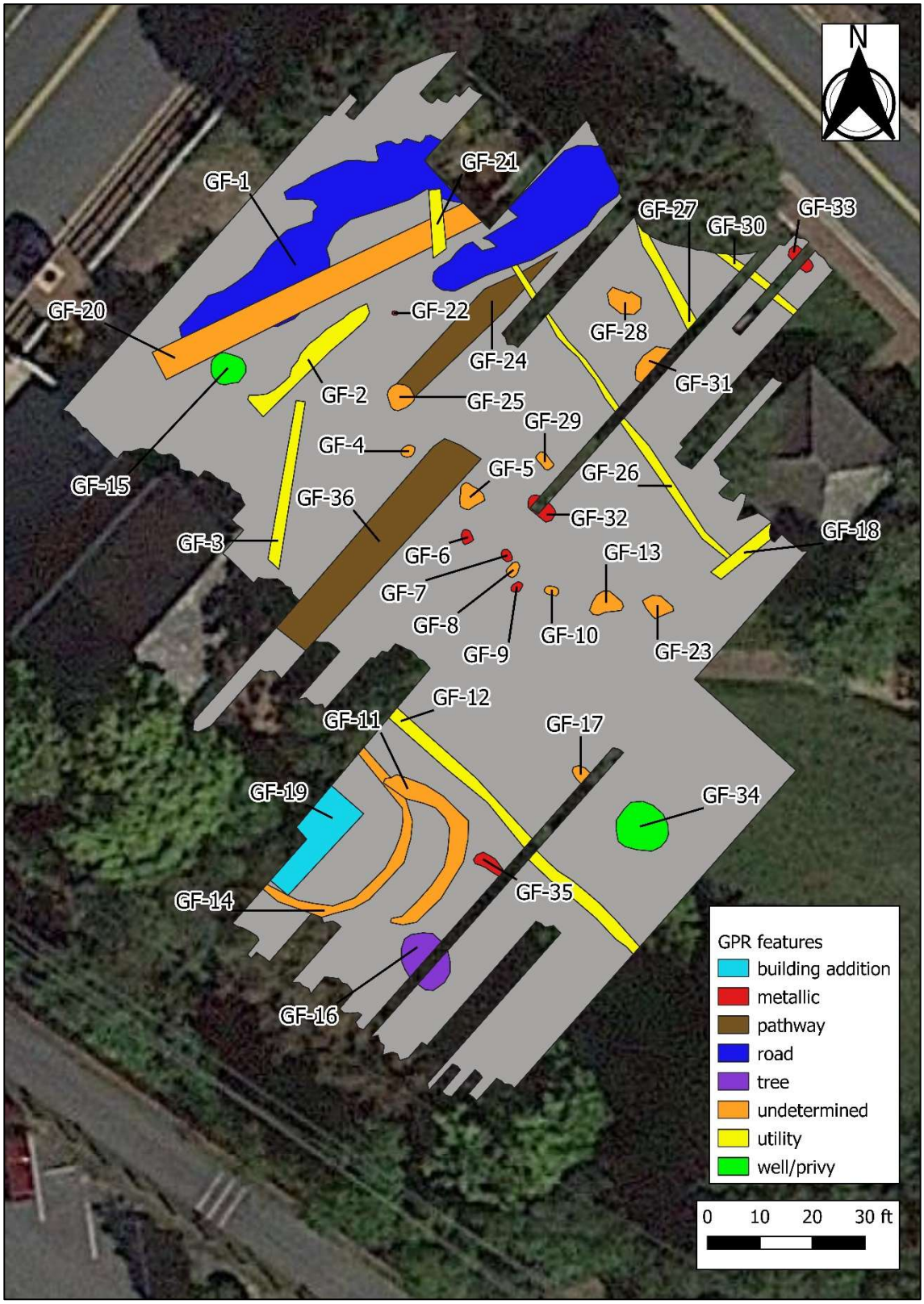


Figure 3 *Planview of GPR features color categorized based on the authors interpretation of their amplitudes and dimensions.*

feature	type	depth (ft)	dimensions (ft)
GF-1	road	2.41	30 x 88
GF-2	utility	0.61	3.7 x 27.7
GF-3	utility	1.72	2.3 x 31.4
GF-4	undetermined	1.33	n/a
GF-5	undetermined	0.88	4.7 x 4.7
GF-6	metallic	0.92	n/a
GF-7	metallic	0.72	n/a
GF-8	undetermined	0.62	n/a
GF-9	metallic	0.84	n/a
GF-10	undetermined	0.87	n/a
GF-11	undetermined	0.71	27 x 28
GF-12	utility	2.25	2.5 x 64.7
GF-13	undetermined	1.51	5.4 x 5.5
GF-14	undetermined	0.54	22.5 x 32.5
GF-15	well/privy	1.81	6 x 6.5
GF-16	tree	0.71	9 x 11.2
GF-17	undetermined	0.88	n/a
GF-18	utility	2	2.4 x 15
GF-19	building addition	1.94	7.8 x 21.2
GF-20	undetermined	1.48	5.8 x 66
GF-21	utility	1.55	2.4 x 13
GF-22	metallic	2.05	n/a
GF-23	undetermined	1.15	4.4 x 5.7
GF-24	pathway	1.4	5.8 x 38.5
GF-25	undetermined	0.95	5 x 5.2
GF-26	utility	2.49	2 x 69
GF-27	utility	1.28	2.2 x 22
GF-28	undetermined	2.22	4.5 x 6.8
GF-29	undetermined	0.7	2 x 3.7
GF-30	utility	1.36	1.9 x 19
GF-31	undetermined	2.71	3 x 8.5
GF-32	metallic	3.17	n/a
GF-33	metallic	0.66	n/a
GF-34	well/privy	1.04	9.5 x 9.9
GF-35	metallic	0.67	n/a
GF-36	pathway	0.08	8.2 x 49

Table 1 *features identified from the 2021 Historic Vienna GPR survey. Feature "type" is an interpretation of what the author believes each may be based on amplitude and dimensional shape.*

Attachment B: Ottery Proposal

THE OTTERY GROUP

PROPOSAL FOR ARCHEOLOGICAL TESTING AT THE FREEMAN HOUSE/MUSEUM, 131 CHURCH STREET NE, VIENNA, VIRGINIA

Prepared for:

Town of Vienna
127 Center St. S
Vienna, VA 22180

Prepared by:

The Ottery Group, Inc.
3910 Knowles Avenue
Kensington, MD 20895

301.946.0219 (main)
301.942.0902 (fax)

June 10, 2022

EXECUTIVE SUMMARY

The Ottery Group, Inc. is pleased to present this technical and cost proposal to the Town of Vienna in response to a request from Caroline Gardiner for an archeological investigation of the property containing the Freeman House/Museum in Historic Vienna. This technical and cost proposal is designed to increase the understanding of past use of the yard space and locate potential features such as privies or wells associated with the historic property. The resulting technical report will document the findings of the archeological investigation and will also help guide future use and modification of the yard area.

TECHNICAL APPROACH

The archeological investigation will document anomalies recorded during a recent geophysical survey of the property with test units at the location of anomalies and systematic testing of the yard area with shovel test pits (STPs). The overall goal is to characterize the archeological deposits surrounding the Freeman House for management and interpretation. The three tasks associated with the project are presented below.

TASK 1: ARCHEOLOGICAL SURVEY

The STP survey will systematically sample the yard area to determine the presence of archeological materials throughout the survey area. Archeological survey is a fairly standardized effort involving the excavation of a series of shovel test pits (STPs) in a grid at 10-meter intervals across the yard area surrounding the building. The STPs will supplement the test units described in Task 2. The data from the STPs indicate the presence of subsurface features, characterize the distribution of artifacts (in particular, clusters of architectural materials such as brick and nails that evidence outbuildings), and generally provide additional support to the more targeted data from test unit excavations.

Each STP measures approximately 35cm diameter and is excavated to the depth of culturally-sterile subsoil. STPs are used to document the subsurface integrity and content of the survey area. For each STP, the excavated soil will be screened through ¼-inch hardware mesh to recover any artifacts. Artifacts will be bagged according to provenience. Data such as soil type, Munsell color codes, depth, and artifact content from STPs will be recorded on standard field forms. Photographs and general field records will also be taken during the course of the field survey.

TASK 2: ARCHEOLOGICAL TESTING OF GPR ANOMALIES

Geophysical data collected from the yard area indicates the presence of several anomalies that are good candidates for archeological investigation, including potential features interpreted as a historic road/barn (GF-1), potential backfilled wells/privies (GF-15 and GF-34), and other possible features in the backyard area of the home (between GF-19 and 16). Test units will be placed at these locations and excavated to reveal the presence and nature of the mapped

anomalies. These features will be exposed in plan view, mapped, and sampled to confirm a date and function for the feature.

Test units are 1x1 meter excavation units that allow greater excavation control than shovel tests. Excavated soil will be screened through ¼-inch hardware mesh to recover any artifacts. Artifacts will be bagged according to provenience. Data such as soil type, Munsell color codes, depth, and artifact content will be recorded on field forms. Photographs and general field records will also be taken during the investigation.

The depth of the excavation for test units will depend on a number of factors. Anomalies that are determined to be non-cultural features, such as tree roots, or cultural features unrelated to the period of significance (twentieth-century drain fields, utility lines, etc.) will be recorded with minimal excavation. For each of the anomalies that represent cultural features of historical interest, the exposed features will be sampled, in order that the majority of the feature is preserved in place. The budget for field time is designed for maximum flexibility, providing 7 days of field time for two archeologists (3 additional days would be expended on the STP survey) to "ground-truth" anomalies.

TASK 3: ANALYSIS AND TECHNICAL REPORTING

Any artifacts recovered from field testing of the project area will be washed, sorted, and bagged by provenience at The Ottery Group's archeology laboratory in Silver Spring, Maryland. A computerized catalog of the complete artifact assemblage will be produced and used to conduct basic analyses of artifacts within the assemblage for inclusion in the report.

A draft technical report will be prepared that incorporates the results of the geophysical and archeological fieldwork to the known tract history. The results will include images of the geophysical data, a written description of the findings, and interpretation maps. The technical report will provide recommendations regarding additional field evaluation that might be appropriate. A final report will be prepared that addresses comments from Historic Vienna.

In addition, an executive summary for the project will be prepared for public dissemination. This may include materials to satisfy local newspaper interest.

ABOUT THE FIRM

The Ottery Group, a Maryland-based small business, is a highly-qualified and experienced firm with the skills and expertise necessary to complete the proposed project on time and within budget. The Ottery Group is a small business under NAICS 541330 and is an equal opportunity employer. The firm has extensive knowledge and experience in the evaluation and management of archeological resources that exist in Virginia.

The Ottery Group provides professional consulting services in the fields of archeology, historic preservation, and environmental planning. The firm was established in 1998 by a group of

professionals experienced in a wide array of historic preservation and environmental specialties. The Ottery Group's staff of environmental and cultural resource professionals has conducted a broad range of studies throughout the Eastern United States and Caribbean regions. The firm offers a full range of services in archeology, historic preservation, and the environmental sciences. The firm's cultural resource professionals each meet the Secretary of the Interior's Professional Qualifications Standards (36 CFR 61) in their respective disciplines of archeology, history, and architectural history. The Ottery Group is a member of the American Cultural Resources Association (ACRA). For more information on the firm, visit our website at: www.otterygroup.com.

KEY PERSONNEL

The Ottery Group employs four permanent senior-level archeological staff, two senior-level architectural historians, as well as several associates that provide specialized expertise, and part-time/seasonal staff that serve as field and laboratory technicians supporting projects of various sizes and complexity. Project staff are fully qualified archeologists under the Secretary of the Interior's Professional Qualification Standards. Full resumes for the key staff assigned to the project are included in an attachment to this technical proposal. Brief biographies of the key staff assigned to the project, including specific project responsibilities, are presented below:

LYLE C. TORP, RPA – Project Manager

Lyle Torp has over 25 years of experience in Cultural Resource Management. He consults on issues related to compliance with Section 106 of the National Historic Preservation Act (NHPA), conducts environmental assessments under the National Environmental Policy Act (NEPA), and performs a variety of services related to archeological and historical assessments and historic preservation planning. He has extensive experience performing Phase I, Phase II and Phase III cultural resource investigations, and has served as Principal Investigator on numerous compliance-related projects. He is a past President of the Council for Maryland Archeology (CfMA) and is a current board member of the organization. He also served two terms on the Board of Directors for the American Cultural Resources Association (ACRA). Mr. Torp is fully-qualified under the Secretary of the Interior's Standards for Archeology and Historic Preservation at 36 CFR 61, and is certified in archeology by ROPA. Lyle also teaches in the Cultural Heritage and Resource Management program at the University of Maryland. Lyle will serve as Project Manager for the project and oversee coordination with Historic Vienna's project staff.

MATTHEW PALUS – Senior Archeologist

Dr. Matthew Palus is a Senior Archeologist with The Ottery Group. He holds a doctoral degree from Columbia University (2010), and a Master of Applied Anthropology degree from the University of Maryland College Park (2000). He has been an archeologist in the Middle Atlantic for nearly 20 years, with experience in all levels of effort at historic and pre-contact Native American sites. He is an Adjunct Assistant Professor at the University of Maryland and has

conducted seminars on a variety of topics in archeology and anthropology, including focused seminars on Native American archeology in the Middle Atlantic region. Dr. Palus is fully qualified under the Secretary of the Interior's Standards at 36 CFR 61 and is certified in archeology by RPA. Matt Palus will maintain primary responsibility for the historic research and direct the field crew conducting the archeological investigations.

PROJECT EXPERIENCE / PAST PERFORMANCE

The Ottery Group has extensive experience in archeological survey in Virginia, particularly for local governments, and also has expertise in the technical knowledge for a wide range of site types associated with the archeology of the eighteenth and nineteenth centuries. The firm is noted for its understanding of regulatory implementation requirements for Sections 106 and 110 under the National Historic Preservation Act, and state and local counterpart regulations. The firm has been involved in many master planning efforts for parks and campus settings that involve the identification and management of archeological sites and historic resources.

The firm has considerable expertise in cultural landscapes, specifically for parks and campus settings that contain inter-related archeological sites that require adequate planning for resource management and have significant benefits for public interpretation. The Ottery Group has worked with Montgomery County Parks at the Poole's Store and Seneca Mill sites at Seneca Landing Special Park (2011-2018) and Josiah Henson Special Purpose Park (2014-2020) on projects involving archeology and public interpretation. For Calvert County, The Ottery Group prepared a Master Plan for the Biscoe Gray Heritage Farm (2010), which included the identification, evaluation, and interpretation of a wide range of standing structures and archeological sites, which were integrated with a variety of park uses that maintained the character of the historic landscape. The firm recently completed archeological and historical assessments associated with master planning for Caroline County's North Regional Park (2018), Talbot County's Frederick Douglass Park on the Tuckahoe (2019), and Walker Mill Regional Park in Prince George's County (2020), which includes the Historic Concord plantation house, outbuildings, and cemetery. The Ottery Group leads ongoing projects at the Virginia Central State Hospital and Germanna Community College campuses that have undocumented Civil War resources. The firm has also done extensive work at Gloucester Point documenting a colonial port town, Revolutionary War British encampment, and Civil War fortifications at the Virginia Institute of Marine Science.

In 2011, The Ottery Group prepared a management plan for the George Washington House, in Bladensburg, MD. The 1730s George Washington House, a NR-listed complex of buildings protected under a preservation easement with the Maryland Historical Trust that serves as the headquarters for the Anacostia Watershed Association. In anticipation of the establishment of a War of 1812 museum and associated ground-disturbing improvements to walkways, exterior lighting, tree removal, handicapped access and parking lots, an archeological management plan was prepared to document the historic landscape over time, and to assist with the necessary consultation regarding the planned improvements. The property is also the site of the Indian Queen Tavern which played a role in the Battle of Bladensburg during the War of 1812.

Many of the firm's projects have involved archeological or geophysical investigations to inform project planning related the restoration of historic properties or to interpret historic landscapes. For the Maryland State Highway Administration, The Ottery Group directed the Benedict Archeological and Historical Landscape Study in Charles County, MD. The project was part of a corridor study of Route 231 that focused on the historic landscape near the Town of Benedict. The project was initially conceived as a method of connecting Maryland roads to historical travel routes that focused on the British landing at Benedict in 1814 and the march to Washington, DC. The research was expanded, and eventually encompassed the sites and landscapes of archeological resources that include Native American sites, a 17th century domestic/trading site, War of 1812, a slave cemetery, a Civil War training area for the US Colored Troops, and late 19th/early 20th century rural agricultural sites. A variety of methodologies were used to identify and document archeological resources, including geophysical survey, subsurface (STP) testing, metal detecting survey, and mechanical stripping and trenching.

In addition to the Benedict Study, The Ottery Group and geophysics specialists have collaborated on several other projects requiring geophysical survey. At Rich Hill in Charles County, MD, the firms were contracted to investigate the former structures and landscape surrounding the 18th century farmhouse as part of a restoration plan by Charles County. While best known for its association with John Wilkes Booth and the Lincoln assassination, Rich Hill is a classic example of an 18th-19th century plantation and active farm. A combined approach of traditional and geophysical methods helped to reveal the original plan of the house, several outbuildings including a probable barn, former paths and garden beds, a well and several other subsurface features.

PROJECT EXAMPLES

Several project summaries relevant to the proposed work at the Freeman House/Museum are presented below. The identified contacts for each project are familiar with The Ottery Group on multiple projects, and can speak to the professionalism and expertise of the firms and key staff members. Additional project experience relevant to this contract are noted in the resumes for key staff, presented in Attachment 1.

Archeological Investigations for the Melwood Parke Historic Site Rehabilitation Project, Prince George's County, MD (2009-2020). Archeologists from The Ottery Group completed a series of archeological investigations at the National Register-listed Melwood Park (18PR225), an 18th century plantation located in Prince George's County, Maryland. The purpose of the investigations was to assess the extent and condition of intact archeological features and deposits adjacent to the house foundations that could be impacted by current efforts to stabilize the structure, as well as to provide archeological and architectural data pertaining to the history of construction and modification to the house. The investigations revealed that the foundations of the house are comprised of, and incorporate elements corresponding to, different phases of construction and modifications extending from ca. 1714 until the house attained its present dimensions in 1768. The foundations thus contain a varied and valuable record of the dwelling's

architectural history, which can enhance the understanding of above-grade portions of the building.

The Ottery Group worked closely with a team of preservation architects, structural engineers, and local and state regulatory staff to 1) develop an adequate scope of work to assess the structure's architectural history through archeological investigation and 2) develop recommendations for treatment of archeological resources that would be destroyed as part of the rehabilitation and stabilization effort. The project involved intensive coordination with the County Planning Department and Historic Preservation Commission, as well as the State Historic Preservation Office preservation easement committee which had legal purview over the effort to stabilize this significant structure.

Contact:

Jennifer Stabler, Ph.D.
Archeology Master Planner / Historic Preservation Section
Prince George's County Planning Department
14741 Governor Oden Bowie Drive, Upper Marlboro, MD 20772
301-952-5595 (phone)
jennifer.stabler@ppd.mncppc.org

Archeological and Geophysical Investigations at Compton-Bassett Plantation, Prince George's County, Maryland (2014-2015). The Ottery Group conducted archeological and geophysical investigation of the two-acre historic core of the Compton Bassett Historic Site (PG:79-063-10) in Prince George's County, Maryland. The investigation addressed the modifications to the landscape from c.1700 through the late-twentieth century and identified the main house and outbuildings predating the construction of the extant c.1788 manor house.

Tim Horsley conducted a non-invasive geophysical survey of the landscape around the existing historic structures at Compton Bassett for the M-NCPPC as part of a survey and evaluation of the cultural resources by The Ottery Group. The focus of the geophysical investigation was to locate and identify previously unknown buried features that might be impacted by urgent necessary repairs to the structures. Based on the environmental conditions and potential for a range of historic resources, it was decided to conduct a combination of magnetometry, ground-penetrating radar (GPR), and topsoil magnetic susceptibility (MS) across the 2.1-acre project area. Following review of the initial magnetometer survey in the field, areas were chosen for resurvey with GPR to provide additional detail and help to distinguish between certain types of features. MS was used to assess the broader landscape beyond the areas encompassed with more detailed survey. Despite a high degree of ferrous interference associated with the extant structures and recent occupation of the property, this combination of techniques was effective at detecting, mapping, and characterizing the remains of several previously unknow structure and features. One of the more exciting discoveries was the identification of a large brick foundation with basement under the extant Chapel building; this may represent the remains of an earlier dwelling as the dimensions correspond with an 18th century tax listing. Other newly discovered features include

the remains of brick paths, possible garden beds, and evidence for landscaping through grading. The results of the geophysical survey corresponded to the results of the archeological survey, which provided a comprehensive analysis for building restoration, land management, and public interpretation.

Contact:

Kristin M. Montaperto, Ph.D.
Archeology Manager / Chief Archeologist
NHRD Archeology Office
M-NCPPC, Department of Parks and Recreation
8204 McClure Road, Upper Marlboro, MD 20772
301-627-1286 (office)
kristin.montaperto@pgparks.com

Archeological Investigations and Construction Monitoring for the Seneca Store/Seneca Mill Site, Montgomery County, Maryland (2017-2019) and **Archeological Investigations and Construction Monitoring for Museum Construction at Josiah Henson Special Park, Montgomery County, Maryland (2018-2020).**

Under contract with the MNPPC, The Ottery Group conducted two projects associated with parks that focused on historic resources. The Seneca Store is located the Seneca Landing Special Park. The Montgomery County Department of Parks is rehabilitating the building and landscape perimeter so that the ca. 1901 Poole's Store building can be leased to a commercial tenant. The rehabilitation provides a code-compliant and usable condition per code requirements and The Secretary of the Interior's Standards for Rehabilitation. The project goals are two-fold: to create a working store and a heritage tourism destination. The Ottery Group conducted an archeological survey in the area surrounding the Seneca Store, and also provided construction monitoring during the rehabilitation, as the property is protected by an easement with the Maryland Historical Trust. During construction monitoring, stone foundations were identified and interpreted as an eighteenth century mill. An archeological evaluation was conducted to identify the extent of the mill race, mill buildings, and associated architecture. The Montgomery County Agricultural Heritage Area also contains the Upton Darby miller's house and the remains of the Tschiffely Mill which operated from the nineteenth century to 1918. The mill sites represent an important aspect of Montgomery County's agricultural heritage, and few such sites remain. In conjunction with Montgomery Parks, a larger study of the mill sites on Seneca Creek is planned for 2021.

The Ottery Group conducted archeological investigations in collaboration with the Montgomery County Parks Department to mitigate anticipated impacts from the construction of a new visitor's center and house museum at Josiah Henson Special Park in North Bethesda. Josiah Henson Park is the former plantation property of Isaac Riley where Reverend Josiah Henson was enslaved. This park is a historic resource of local, state, national, and international significance because of its association with Reverend Henson, whose 1849 autobiography, *The Life of Josiah*

Henson, Formerly a Slave, Now an Inhabitant of Canada inspired Harriet Beecher Stowe's landmark novel, *Uncle Tom's Cabin*. The Park contains the historic Riley/Bolten House (1800-1815) and its attached log kitchen (1850-51). The Josiah Henson Park is part of the National Park Service National Underground Railroad Network to Freedom program.

The Josiah Henson archeological site was one of four American sites selected by the PBS series, "Time Team America" for inclusion in their second season in 2012. The Ottery Group was involved with the fieldwork during filming and prepared the technical report from the Time Team investigations. The Ottery Group oversaw a field crew during episodic work from May 2018 to January 2019, working alongside skilled volunteers from the Archeological Society of Maryland's Certification and Training Program, and provided daily archeological monitoring of construction on the new facility beginning in March 2019. Currently, The Ottery Group also provided artifact collections management for the museum.

Contact:

Cassandra Michaud, MA, RPA
Senior Archeologist
M-NCPPC - Montgomery Parks, Archeology Program
6700 Needwood Road, Derwood, MD 20855
301-563-7532 (office)
cassandra.michaud@montgomeryparks.org

COST ESTIMATE

The total estimated cost for completing the archeological investigations as described above, is $19,530.00. Progress invoices will be submitted on a monthly basis and based on the percentage completed for each task. The attachment contains a breakdown of all costs and labor rates associated with conducting the scope of work as described in this proposal.

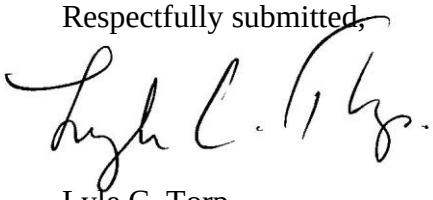
SCHEDULE

The project schedule will be determined upon the award of the project. The Ottery Group encourages the Town of Vienna and Historic Vienna to promote the fieldwork period as an opportunity to engage the general public.

CONCLUSION

We appreciate the opportunity to provide this proposal to Historic Vienna. Please do not hesitate to contact me if you have any questions, or if this firm can be of further service in the pursuit of your project goals.

Respectfully submitted,



Lyle C. Torp
Managing Director

3910 Knowles Avenue
Kensington, MD 20895
301-946-0219 (main)
301-942-0902 (fax)

Attachment 1: Key Staff Resumes
Attachment 2: Insurance Certificate
Attachment 3: Budget Detail

ATTACHMENT 1: KEY STAFF RESUMES

LYLE C. TORP, RPA
Managing Director

EDUCATION

University of South Florida, M.A., Anthropology (Public Archeology), 1992
Wake Forest University, B.A., Anthropology, 1988

REGISTRATIONS/CERTIFICATIONS

2005 / USDA-NRCS Technical Service Provider (TSP) - Cultural Resource Compliance Studies
2004 / FERC Environmental Compliance Certificate
1996 / OSHA Hazardous Waste Operations Site Worker
2000 / OSHA On-Site Management & Supervision Certification
1995 / RPA (Register of Professional Archeologists) Certification

EXPERIENCE SUMMARY

Lyle C. Torp consults on issues related to compliance with Section 106 of the National Historic Preservation Act (NHPA), directs the preparation of environmental assessments under the National Environmental Policy Act (NEPA), and performs a variety of services related to archeological and historical assessments and historic preservation planning. He has extensive experience performing all phase of cultural resource investigations, and has served as Principal Investigator on numerous compliance-related projects throughout the country. Mr. Torp is fully-qualified under the Secretary of the Interior's Standards for Archeology and Historic Preservation at 36 CFR 61, and is certified in archeology by ROPA. Mr. Torp is a past President of the Council for Maryland Archeology (CfMA), and has served on the Board of Directors for the American Cultural Resources Association (ACRA). Since 1998, Mr. Torp has directed the operations of a consulting firm with a diverse staff of cultural resource and environmental professionals. In this capacity he has augmented his prior work experience in conducting ESAs, natural resource planning, and other environmental services with a diverse professional staff serving clients throughout the United States.

EMPLOYMENT HISTORY

1998-Present	Managing Director, The Ottery Group, Silver Spring, MD
1996-1998	Senior Archeologist, Andrew Garte and Associates, Annapolis, MD
1994-1996	Cultural Resource Specialist, Risk Management Technologies, Alexandria, VA
1992-1995	Teaching Assistant, Catholic University of America, Washington, DC
1992-1994	Archeologist, Thunderbird Research Associates, Front Royal, VA
1988-1992	Archeological Consultant, University of South Florida, Tampa, FL
1988-1992	Teaching Assistant, University of South Florida, Tampa, FL
1986-1988	Archeological Field and Lab Technician, Wake Forest University Archeological Laboratories, Winston-Salem, NC

SELECTED PROJECT EXPERIENCE (PAST 10 YRS)

ARCHEOLOGY PROJECTS:

Archeological Assessment (2009), Evaluation (2015), and Mitigative Excavations (2017) at the Emory Church, Washington, DC. Served as Principal Investigator and primary report author for the historical and archeological evaluation of Fort Massachusetts, a precursor to Fort Stevens, which was part of a ring of defensive forts constructed during the Civil War to protect Washington, DC. The 2009 assessment identified the presence of extant fortification features associated with Fort Massachusetts as well as the foundation for the church parsonage constructed after the Civil War. In 2015, soil cores were extracted to confirm the stratigraphy associated with the fortification earthworks and to locate the

bombproof and the original chapel that predates the Civil War. This study also included a geoarcheological assessment and GPR survey to identify subsurface features and assess the integrity of deeply-buried elements associated with the fort and earlier church buildings. Data recovery excavations were completed in 2017. A significant effort includes public outreach and collaborative efforts with the Emory Church congregation, including the preparation of a public-oriented book (2019) that focuses on the interrelated historical contexts of the Civil War fort, the Emory Church, and the Brightwood neighborhood.

Archeological Evaluation of a Mill Site in the Montgomery County Heritage Area (2018). Served as Principal Investigator for archeological survey and construction monitoring within the MHT easement at the ca. 1901 Poole's Store. During construction monitoring, stone foundations were identified and interpreted as an eighteenth century mill. An archeological evaluation was conducted to identify the extent of the mill race, mill buildings, and associated architecture. The Montgomery County Agricultural Heritage Area also contains the Upton Darby miller's house and the remains of the Tschiffely Mill which operated from the nineteenth century to 1918. In conjunction with Montgomery Parks, a larger study of the mill sites on Seneca Creek is planned for 2019.

Survey, Evaluation, and Battlefield Reconstruction of Maxwell's Field at the Princeton Battlefield (2014-2018). Served as Principal Investigator and primary author of interim and final reports to present the findings of the archeological, metal-detection, and geophysical investigation of Maxwell's Field on the campus of the Institute for Advanced Study to reconstruct the historic landscape associated with the Battle of Princeton, which took place in January of 1777 and represents a pivotal point in the Revolutionary War. The analysis of battlefield munitions included protein residue analysis to determine if spent munitions and bayonets contained blood residue. The project also involved providing expert testimony at various public hearings, affidavits for legal proceedings, and press briefings during a highly-contentious construction project affecting a key portion of the Princeton Battlefield.

Archeological Data Recovery at 44LD1496 for the Metropolitan Washington Airports Authority in Support of the Dulles Corridor Metrorail Project (2013-2015). Served as Co-Principal Investigator and primary author of the final report documenting the archeological mitigation of rail construction on Site 44LD1496. The project was a collaborative effort led by The Ottery Group, with Stantec Consulting Services and Versar. The project investigated three broad research domains aimed at documenting site formation and taphonomy associated with the Early Archaic and Late Archaic site in order to clarify the nature of the human occupation within the dynamic environmental transition from the early to middle Holocene, with an emphasis on contributing to the poorly-understood settlement and subsistence practices of Early Archaic groups in the Mid-Atlantic region. The report also focused on the use of space to understand the nature of site activities and how those activities were organized by the site occupants over time.

Route 231 Corridor Study, Charles County, Maryland (2010-2015). Served as a Co-Principal Investigator with Julie Schablitsky of the Maryland SHA for a series of archeological investigations designed to develop an historical context for the range of archeological resources associated with Route 231 near Benedict, MD. Sites investigated included a 17th century trading post, 18th to 19th century slave cemetery, and military occupations at during the War of 1812 (1814 British landing site) and Civil War (recruiting station and training camp for the U.S. Colored infantry between October 1863 and March 1863). Served as general editor and authored portions of the four-volume report.

Archeological Investigations at the Melwood Park Manor House, Upper Marlboro, Maryland (2011-2015, 2019). Serves as Principal Investigator for a series of archeological investigations at a National Register listed property that is currently undergoing restoration. The initial investigations involved the excavation of areas at the interior and exterior of the foundation to establish the construction episodes for the house (1713-14, 1767-68, and ca. 1800). Other elements of the project involved locating

the family cemetery, determining the location of outbuildings, and archeological monitoring and mitigation of construction activities during the restoration work at the house and surrounding areas.

Archeological and Geophysical Investigations at Compton-Bassett Plantation, Prince George's County, Maryland (2014). Served as Principal Investigator and co-author for an archeological and geophysical investigation of the two-acre historic core of the Compton Bassett Historic Site (PG:79-063-10) in Prince George's County, Maryland. The investigation addressed the modifications to the landscape from c.1700 through the late-twentieth century and identified the main house and outbuildings predating the construction of the extant c.1788 Compton Bassett Main House.

Identification and Evaluation of Archeological Resources at the Baker-Biddle Property, Cape Cod National Seashore (2012). Served as Principal Investigator and lead author for a survey for the National Park Service at the Baker-Biddle property in Wellfleet, Massachusetts. The property is considered historically significant as the birthplace of Lorenzo Dow Baker, founder of the United Fruit Company, and the summer home of Francis Biddle, who served as Attorney General under Franklin Roosevelt and as a judge during the Nuremberg Trials following World War 2. Several prehistoric Native American sites dating to the Late Archaic through Late Woodland periods were also identified and documented.

Caulk's Field Battlefield Survey and Reconstruction (2012). Participated on a research team led by Julie Schablitsky of the Maryland SHA conducting metal-detection survey and mapping to reconstruct the War of 1812 Battle of Caulk's Field, near Fairlee, Maryland.

Assessments of Archeological Resources Associated with the Revolutionary War Battle of the Clouds Engagement Area (2008, 2011). Served as Principal Investigator and author of several reports documenting the results of a series of small metal detecting projects in parts of West Whiteland Township, Pennsylvania, that were within the core area of what was known as the Battle of the Clouds, a running Revolutionary War battle that ended after intense rains made combat impossible. The initial project (2008) was conducted for the municipality in order to map the locations of battle actions based on historic roads, buildings, and landscape features, and to address the potential for encountering battle-related archeological deposits on the modern landscape.

Archeological Investigations at the Bald Eagle Recreation Center, Washington, DC (2011). Served as Principal Investigator for an archeological survey and geoarcheological investigation of a recreational facility owned by the DC Department of Parks and Recreation that contained rifle trenches associated with the defense of Washington during the Civil War, a WPA-operated convalescence summer camp for children with tuberculosis, and a WWII-era military anti-aircraft battery known as Fort Drum, DC.

Archeological Evaluation of 44FX1999, Great Falls, Virginia (2011, 2013). Served as Principal Investigator for the planned expansion of the DC Water and Sewer Authority's Potomac Interceptor in the Fairfax County Park Authority's Upper Potomac Regional Park. The project evaluated a portion of a reported Paleoindian site, 44FX1999, which was recorded within the easement for the sewer line. Additional geoarcheological and archeological evaluation was conducted in 2013 to investigate buried land surfaces and better define the chronology of the site, which was found to contain a partially-stratified Early-Middle Archaic occupation and a later Terminal Archaic-Early Woodland occupation. Served as author for the 2011 report and lead author for the 2013 report.

Archeological Data Recovery in the Footprint of the Seawater Research Laboratory, Virginia Institute of Marine Science, Gloucester Point, Virginia (2005-2010). Served as Principal Investigator and lead report author for the archeological mitigation of a large multi-component site within the NR-listed Gloucester Point Archeological District. The project involved archeological survey, the development of a mitigation plan, and the excavation of 17th and 18th century domestic structures, Revolutionary War military features associated with the British occupation during the Siege of Yorktown, a large Union military encampment during the Civil War, and prehistoric Native American as well as

historic Anglo and African burials. The project also included consultation with the Virginia Council on Indians to determine the disposition of the Native American remains.

SELECTED NEPA-RELATED PROJECTS AND MASTER PLANS:

Cultural Resource Planning and Regulatory Compliance for Princeton University, Princeton, NJ (2018). Served as cultural resource lead for compliance associated with the implementation of projects associated with the Master Plan for the university campus. Efforts included coordinating project review with various local, regional, and federal agencies, and the preparation of technical studies for several projects, including a pedestrian path and flyway over historic Lake Carnegie and the Delaware and Raritan Canal, and a dredging project in Lake Carnegie.

Planning Study for the Rubenstein Commons Project at the Institute for Advanced Study, Princeton, NJ (2017). Served as cultural resource consultant to IAS for the development of new facility at the core of the historic campus. Efforts included coordinating project review with regulatory agencies, technical documentation, and construction monitoring.

Germanna Community College, Locust Grove Campus Master Plan, Orange County, VA (2015). Served as cultural resource lead on a team led by RRMM Architects for the development of a Master Plan for the 100-acre Locus Grove campus. The campus contains Civil War earthworks associated with the Wilderness and Chancellorsville Battlefields that bisect the campus. The Master Plan provided for the preservation and interpretation of the Civil War resources, and also accommodated the needs for systematic survey and evaluation of undeveloped portions of the campus.

Pre-Construction Planning Study for the Facilities Management Complex at the Virginia Institute of Marine Science, Gloucester County, VA (2014). Served as cultural resource consultant to RRMM Architects for the development of a Facilities Management Complex at the VIMS campus. The one-acre portion of campus contains an intact portion of a Confederate star fort, as well as several domestic cellars associated with the Colonial-era town of Gloucestertown. The project involved the archeological and geophysical survey of the project area, the synthesis of data from prior archeological investigations within the project area, and the preparation of recommendations for mitigation prior to construction activities.

Archeological Management Plan for the George Washington House, Bladensburg, MD (2011). Served as Principal Investigator and author of a management plan for the 1730s George Washington House, a NR-listed complex of buildings protected under a preservation easement with the Maryland Historical Trust that currently serves as the headquarters for the Anacostia Watershed Association. In anticipation of the establishment of a War of 1812 museum and associated ground-disturbing improvements to walkways, exterior lighting, tree removal, handicapped access and parking lots, an archeological management plan was prepared to document the historic landscape over time, and to assist with the necessary consultation regarding the planned improvements. The property is also the site of the Indian Queen Tavern which played a role in the Battle of Bladensburg during the War of 1812.

Environmental Assessment for Communications Infrastructure Improvements at Rock Creek Park, Washington, DC (2011) and Catoctin Mountain Park, Thurmont, MD (2011). Served as Project Manager for the preparation of an EA for the National Park Service. Responsibilities included coordination of natural and cultural resource investigations, direction of consultation efforts with SHPO, NPS, and consulting parties, coordination of project team efforts, weekly conference calls, and other aspects of the project management and contribution to the Environmental Assessment document.

Department of Homeland Security Headquarters Consolidation at St. Elizabeth's Campus, Washington, DC (2009-2011). Served on a team led by Leo A. Daly Corporation involved in Master Plan updates and the preparation of an Environmental Impact Statement (EIS) for the planned redevelopment of the historic St. Elizabeth's Hospital Campus as the consolidated headquarters for DHS,

FEMA, US Coast Guard, and other entities. Specific responsibilities included the preparation of natural resource assessments for the campus, preparation of portions of the Master Plan and EIS, and participation in planning meetings, coordination meetings, stakeholder meetings, and public hearings regarding the project.

Biscoe Gray Heritage Farm Master Plan, Calvert County, MD (2009-2010). Served as Principal Investigator for a contract with the Calvert County Department of Planning and Zoning to develop a Master Plan for the Biscoe Gray Heritage Farm. The 196-acre tract was a historic tobacco farm from the 18th through 21st centuries and contained significant historic and archeological resources. The Master Plan provided for the preservation and interpretation of prehistoric and historic archeological resources, restoration of a variety of historic structures; the creation of demonstration plots for historic tobacco farming and sustainable agricultural practices; the development of educational programs and interpretive exhibits; and, the accommodation of user amenities such as horse trails, camping areas, nature walks, a boat launch, community gardening, and other public facilities.

SELECTED NHPA CONSULTATION (SECTION 106/110) AND MITIGATION PLANS:

Archeological Assessments for the Department of Veteran's Affairs, Nationwide (2011). Served as Project Manager for a pilot program sponsored by the National Park Service Federal Preservation Institute (NPS) and the National Preservation Institute (NPI) in direct coordination with the U.S. Department of Veterans Affairs' Federal Preservation Officer, to complete archeological assessments of VA facilities in Idaho, Iowa, and Louisiana to develop information on archeological resources at each facility and to provide guidance regarding the VA's responsibilities under Section 110 of the NHPA to ensure adequate protections of archeological resources.

Nazarene Village, North East, Cecil County, MD (2009-2011). Coordinated Section 106 compliance between the Army Corps of Engineers and MD SHPO for a commercial development with adverse effects to the North East Nazarene Church Camp. The project involved research and fieldwork to determine the eligibility of the property and the documentation of adverse effects. The mitigation associated with the project involved the coordination of outreach to the public, the preparation of an adaptive re-use plan for preserving significant historical elements of the property, development of a Memorandum of Agreement, and execution of the stipulations of the MoA.

Sparrows Point Shipyard, Determination of Effects (2009-2010). Coordinated Section 106 consultation for the proposed Sparrows Point LNG Terminal at the Sparrows Point Shipyard Historic District. The project involved research and fieldwork to determine the eligibility of the historic district, documentation of adverse effects resulting from the planned LNG terminal, the preparation of a mitigation plan, and coordination between FERC and MD SHPO.

PROFESSIONAL AFFILIATIONS

Register of Professional Archeologists
Society for American Archeology
Society for Historical Archeology
Middle Atlantic Archeological Conference
Council for Maryland Archeology (President-Elect, 2011-12; President, 2013-14; Board, 2020-21)
Southeastern Archeological Conference (Life Member)
Florida Archeological Council
American Cultural Resources Association (Corporate Member; Board Member, 2010-2016; Served on the Conference and Membership Committees, ACHP 50th Anniversary Task Force, and currently Chair of the Best Practices Committee)

MATTHEW M. PALUS, Ph.D.
Senior Archeologist

EDUCATION

Columbia University, Ph.D., Anthropology, 2010
University of Maryland, Master of Applied Anthropology, 2000
University of Maine, B.A, Anthropology, 1994
University of Maine, B.A, Zoology, 1993

EXPERIENCE SUMMARY

Dr. Matthew Palus is a Senior Archeologist with The Ottery Group. He holds a doctoral degree from Columbia University (2010), and a Master of Applied Anthropology degree from the University of Maryland College Park (2000). He has been an archeologist in the Middle Atlantic region for nearly 20 years, with experience in all levels of effort at historic and pre-contact Native American sites in Maryland, Virginia, Pennsylvania, Connecticut and New Jersey. He is also an Adjunct Assistant Professor at the University of Maryland.

EMPLOYMENT HISTORY

2010 - present	Senior Archeologist, The Ottery Group, Inc., Olney, MD.
2001 – 2010	Lecturer, Department of Anthropology, University of Maryland, College Park, MD.
2008	Project Manager, Fleet-Cornhill Archeological Testing Project, Department of Anthropology, University of Maryland, College Park, MD.
2001-2006	Associate Director, University of Maryland Field School in Historical Archeology, College Park, MD.
2002-2003	Oral History Researcher, Historic Annapolis Foundation, Annapolis, MD.
2000-2002	Editorial Assistant, Journal of Social Archeology, Columbia University, New York, NY.
2000	Assistant Project Director, Wye Hall Testing, Wye Island, MD.
1999-2001	Report Preparation, Archeology of the Charles Carroll Garden in Annapolis (18AP45), Annapolis, MD.
1999-2000	Report Preparation, Archeology at Virginius Island, Harpers Ferry National Historic Park, WV.
1998	Archeological Field Technician, Statistical Research, Inc., Tucson, AZ.
1996-1998	Archeological Associate, Archeological Research Services, Inc., Tempe, AZ

SELECTED PROJECT EXPERIENCE

Subsurface Characterization (2015) and Archeological Mitigation (2016) at Emory Church, Washington, DC. Archeological testing and mitigation for redevelopment of the Emory Church property, addressing resources associated with Fort Stevens, a component of the Civil War defenses of Washington formerly located on the property, and also the former parsonage and landscape for the church; responsible for development of archeological testing and mitigation work plans in consultation with the DC Department of Historic Preservation and the DC City Archeologist, project planning and safety, background research, field and laboratory direction and interpretation of results including analysis of artifacts and stratigraphy, client interface and progress reports, public interpretation of the project, and technical reporting.

Archeological Monitoring for the O and P Streets, NW Street Rehabilitation Project in Georgetown, Washington, DC (2011-2012). Daily archeological monitoring of ground-disturbing activities associated with street rehabilitation along residential streets in the Georgetown neighborhood of Washington, DC, including trenching for installation of new utilities, and salvage and reinstallation of

elements of historic street railway infrastructure; provided background and archival research on the project area, direction of GIS spatial analysis, preparation of technical monitoring report addressing results of archival work and all historic features discovered during the year-long monitoring project.

Josiah Henson Archeological Mitigation and Construction Monitoring, North Bethesda, Montgomery County, MD (2018-2019). Completion of archeological excavation in collaboration with Montgomery County Parks Department archeologist, to mitigate anticipated impacts from construction of a new visitors center and house museum at Josiah Henson Special Park in North Bethesda. The Ottery Group oversaw a field crew during episodic work from May 2018 to January 2019, working alongside skilled volunteers from the Archeological Society of Maryland's Certification and Training Program, and provided daily archeological monitoring of construction on the new facility beginning in March 2019.

Cemetery Assessment for the Westbard Development Project, Bethesda, Montgomery County, MD (2017). Provided analysis of documentary sources pertaining to an abandoned, early 20th-century African American cemetery in the Westbard area of Bethesda, Maryland, in order to assess the probability that the cemetery, which had been developed over during the 1960s, contains intact burials and/or human remains in disturbed contexts. The Ottery Group carried out consultation with Montgomery County's planning department, as well as a community of descendants and advocates for the preservation of the cemetery, performed extensive archival research, and prepared an assessment and recommendations on the likely disposition of the cemetery.

Phase I Site Identification Survey of the Polyanski Property, Pasadena, Anne Arundel County, MD (2018). Carried out Phase I archeological survey for proposed subdivision of a ca. 10-ac tract in Anne Arundel County, which was historically part of the "Bare Neck" tract of 450 ac formerly the property of Charles Hammond (1729-1777), who was part of a politically influential Maryland family. The site was developed after 1880, and archeological survey identified a low-density scatter of late nineteenth and twentieth century domestic artifacts associated with the extended occupation of the existing dwelling on the property.

Phase I Underwater and Terrestrial Archeological Survey for Bridge Replacement, Maryland Highway 254 Over Neale Sound, Charles County, MD (2016). Site identification survey of terrestrial portions of the project area for replacement of a bridge linking the Cobb Island community in Charles County, Maryland with the mainland via MD 254. Survey of approximately 15 terrestrial acres was completed in coordination with underwater remote sensing carried out by project partner Geomar Research, LLC. The Ottery Group also prepared a historic context for the project area. The project was completed under contract with the Maryland State Highway Administration.

Archeological Investigations at the Melwood Park, Upper Marlboro, MD (2014 and 2016). Field director for Phase II archeological assessment of the National Register listed Melwood Park manor house that is currently undergoing restoration. The investigations involved the excavation of areas at the interior and exterior of the foundation to determine the presence of any remaining structural evidence for a three-episode construction sequence for the house between ca. 1714 and 1800.

Kenilworth Recreation Center Geoarcheological Evaluation and Archeological Survey, Washington, DC (2014). Completed geoarcheological evaluation and Phase I Archeological Survey of the grounds of Kenilworth Elementary School, in order to identify the presence of paleosols potentially containing evidence of Pre-Contact Native American settlement prior to substantive historic and modern earthmoving activity in this portion of Washington, DC. The Ottery Group worked with specialists to complete recovery and examination of soil cores from the site, and reconstruct the history of grading and construction filling in the project area during the 20th century using GIS. Conventional archeological site-identification survey located evidence for the early 20th-century construction of Kenilworth Elementary School, in 1933, but no other intact cultural resources.

Archeological Mitigation for the Faculty Housing Project, Institute for Advanced Study (IAS), Princeton, NJ (2014-2015). Metal detection survey and evaluation of a portion of the Princeton, NJ Revolutionary War battlefield in order to satisfy requirements of Princeton Township for mitigation prior to residential development of the property by faculty housing; developed a survey strategy providing for data recovery comparable with previous surveys of the property including metal detection survey best-practice, direction of shovel testing and MDS survey, analysis of Revolutionary War artifact assemblage including munitions and other militaria, direction of GIS spatial analysis, technical reporting and preparation of collection for permanent curation.

Maryland State Highway Administration Archeological Survey and Corridor Study Along MD State Highway 231, Benedict, Charles County, MD (2011-2012). Multi-year study entailing evaluation and investigation of historic resources along the MD 231 corridor, including 17th, 18th, and 19th-century components over a 65-acre area. Carried out metal detection survey (MDS) of a Civil War era recruiting station and camp of instruction for the United States Colored Troops located outside of Benedict, which resulted in identification of a grid of winter shelters associated with the camp; responsible for field direction of shovel test pit survey, and MDS of the project area by archeologist and avocational metal detectorists, background archival research, artifact analysis, and co-authorship of the technical report.

Historic Resources Study of the Fort Marcy, Chain Bridge, Little Falls, Pimmit Run Area, George Washington Memorial Parkway, Arlington and Fairfax Counties, VA, Montgomery County, MD, and Washington, DC (2015). Completion of a historic resources study for the National Park Service of segments of the George Washington Memorial Parkway and the Clara Barton Parkway, extending from Pre-Contact Native American occupation of the Potomac watershed through construction of the Parkway during the mid-20th century. The synthetic study includes resources associated with the development of mills and a ferry crossing the Potomac River at the site of Chain Bridge, construction of a sequence of bridges in this location, the Civil War fortifications erected to defend Chain Bridge as part of the Defenses of Washington, and the effort to preserve the landscape and historic resources of the Potomac River Gorge, including the establishment of the scenic highway as part of the planned preservation of the Potomac River by the National Park Service. The project entailed a broad research effort utilizing archival sources and synthesizing existing archeological and historic architectural data.

PROFESSIONAL AFFILIATIONS

Register of Professional Archeologists
Society for American Archeology
Society for Historical Archeology
Middle Atlantic Archeological Conference
Council for Maryland Archeology

ATTACHMENT 2: INSURANCE CERTIFICATE

THE OTTERY GROUP

Client#: 1596120 04OTTERGRO

ACORD™ CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY): 09/09/2021

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer any rights to the certificate holder in lieu of such endorsement(s).

PRODUCER	CONTACT NAME:	
McGriff Insurance Services 7701 Airport Center Dr Suite 1800 Greensboro, NC 27409	PHONE (A/C, No, Ext): 888 743-2217	FAX (A/C, No): 8888279861
	E-MAIL ADDRESS:	

INSURED	INSURER(S) AFFORDING COVERAGE	NAIC #
The Ottery Group Inc. PO Box 4265 Silver Spring, MD 20914	INSURER A : Hartford Underwriters Insurance Company	30104
	INSURER B : Chesapeake Employers Insurance Company	11039
	INSURER C : Capitol Specialty Insurance Corp.	10328
	INSURER D :	
	INSURER E :	
	INSURER F :	

COVERAGES CERTIFICATE NUMBER: REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSR	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS	
A	X COMMERCIAL GENERAL LIABILITY	X		22SBAAE2MUN	09/14/2021	09/14/2022	EACH OCCURRENCE	$1,000,000
	CLAIMS-MADE X OCCUR						DAMAGE TO RENTED PREMISES (Ea occurrence)	$1,000,000
							MED EXP (Any one person)	$10,000
							PERSONAL & ADV INJURY	$1,000,000
	GEN'L AGGREGATE LIMIT APPLIES PER:						GENERAL AGGREGATE	$2,000,000
	POLICY PRO-JECT LOC						PRODUCTS - COMP/OP AGG	$2,000,000
	OTHER:							$
	AUTOMOBILE LIABILITY						COMBINED SINGLE LIMIT (Ea accident)	$
	ANY AUTO						BODILY INJURY (Per person)	$
	OWNED AUTOS ONLY / SCHEDULED AUTOS						BODILY INJURY (Per accident)	$
	HIRED AUTOS ONLY / NON-OWNED AUTOS ONLY						PROPERTY DAMAGE (Per accident)	$
								$
A	X UMBRELLA LIAB X OCCUR			22SBAAE2MUN	09/14/2021	09/14/2022	EACH OCCURRENCE	$1,000,000
	EXCESS LIAB CLAIMS-MADE						AGGREGATE	$1,000,000
	DED X RETENTION $1000000							$
B	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY Y / N			3525317	09/14/2020	09/14/2021	PER STATUTE / OTH-ER	
	ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? N	N / A					E.L. EACH ACCIDENT	$1,000,000
	(Mandatory in NH)						E.L. DISEASE - EA EMPLOYEE	$1,000,000
	If yes, describe under DESCRIPTION OF OPERATIONS below						E.L. DISEASE - POLICY LIMIT	$1,000,000
C	Professional Liability			EV2018333003	09/14/2020	09/14/2021	see description	

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

Professional Liability

Transportation Pollution Liability Aggregate:
Limit 1: $1,000,000
Deductible: $5,000
(See Attached Descriptions)

CERTIFICATE HOLDER

CANCELLATION

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

Lisa Murray

ATTACHMENT 3: BUDGET DETAIL

THE OTTERY GROUP

THE OTTERY GROUP, INC.
COST PROPOSAL

Submitted To:

Town of Vienna
127 Center St. S
Vienna, VA 22180

Date: 6/10/2022
Prepared By: L. Torp
The Ottery Group, Inc. Phone: 301-946-0219
3910 Knowles Ave FAX: 301-942-0902
Kensington, MD 20895 Federal TIN: 52-2147623

Proposal Amount: **$19,530.00**
Proposal Type: Fixed Price/Lump Sum

PROJECT TITLE: Archeological Investigation at the Freeman House, Historic Vienna

PROPOSAL DETAILS

TASKS

Task 1: Background Research and Coordination
Task 2: Fieldwork, STP and Test Units
Task 3: Analysis and Reporting

LABOR	RATE	TASK 1 HOURS	TASK 2 HOURS	TASK 3 HOURS	TOTAL HOURS	**TOTAL COST**
Principal Investigator (Torp)	$95.00	4.00	8.00	8.00	20.00	$1,900.00
Archeologist (Palus, Cochran, Franz)	$75.00	24.00	80.00	56.00	160.00	$12,000.00
Archeological Field/Lab Techs	$40.00		80.00	32.00	112.00	$4,480.00
GIS/Mapping (Samuels)	$65.00			4.00	4.00	$260.00
TOTAL LABOR HOURS		28.00	168.00	100.00	296.00	
TOTAL LABOR COST		$2,180.00	$9,960.00	$6,500.00	-	$18,640.00
DIRECT EXPENSES						
Travel Expenses			$465.00			$465.00
Lodging/Per Diem						$0.00
Expendible Field/Lab Supplies			$150.00	$250.00		$400.00
Report Production				$25.00		$25.00
Administrative Expenses						$0.00
EXPENSES TOTAL		$0.00	$615.00	$275.00		$890.00
TASK TOTAL		$2,180.00	$10,575.00	$6,775.00		
					TOTAL LUMP SUM	**$19,530.00**