

AGENDA ITEM FOR ADMINISTRATIVE MEETING () Discussion only
(X) Action

FROM (DEPT/ DIVISION): Community Development

SUBJECT: Professional Services for Umatilla River Trail Archaeological Study

<p>Background: The Community Development Department seeks to utilize a portion of ARPA funds previously allocated to the Umatilla River Trail project. The funds will be used to support a cultural resources study along Phase 1 of the Umatilla River Trail Project. The cultural resources study is necessary prior to beginning design and construction of the project. The cost estimate for the work is \$13,379.</p>	<p>Requested Action: Approve utilization of ARPA funds to execute contract with Substrate Collaborative Anthropological Research for Cultural Resources Study</p>
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ATTACHMENTS: Scope of Work & Cost Estimate

Date: (12/08/22) Submitted By: Robert Waldher, AWERE President

*****For Internal Use Only*****

Checkoffs:

- () Dept. Head (copy)
- () Human Resources (copy)
- () Fiscal
- () Legal (copy)
- () (Other - List:)

To be notified of Meeting:
 Robert Waldher
 Megan Davchevski
 Needed at Meeting:

Scheduled for meeting on: December 20, 2023

Action taken:

Follow-up:

November 29, 2023

Robert Waldher, RLA
Umatilla County Community Development Department
216 SE 4th Street
Pendleton, OR 97801

Dear Mr. Waldher,

Substrate Collaborative Anthropological Research (Substrate) is pleased to submit a scope of work and cost estimate for the Umatilla River Trail Phase 1 Project located in Umatilla County.

Our staff has over 20 years of combined experience in cultural resource management and maintains excellent working relationships with State Historic Preservation Offices (SHPOs) and Native American Tribes throughout the Pacific Northwest and Intermountain West. We take pride in the quality of our archaeological work and our ability to assist clients through the regulatory process. We would appreciate the opportunity to work with you on this project.

The scope of work and cost estimate reflects our understanding of the project description and the level of effort we expect will be needed to complete the requirements of Section 106 of the National Historic Preservation Act (NHPA) and satisfy the expectations of the Oregon Department of Transportation (ODOT), the Oregon SHPO, the Confederated Tribes of Umatilla Indian Reservation (CTUIR), and other potential interested Tribes. The final cost will be based on the actual time spent and materials used.

Please review the attached proposed scope of work and cost estimate and let us know if you have any questions or need additional information. Thank you for considering Substrate for your archaeological needs.

Sincerely,

A handwritten signature in black ink that reads "Andrew Frierson". The signature is written in a cursive style with a large initial 'A' and 'F'.

Andrew Frierson, Principal Archaeologist

*Scope of Work for Cultural Resources Inventory for the
Umatilla River Trail Phase 1 Project,
Umatilla County, Oregon*

Substrate Collaborative Anthropological Research (Substrate) offers this brief scope of work to complete the cultural resources task to support Section 106 of the National Historic Preservation Act (NHPA) compliance for the above-mentioned project. Substrate anticipates the following tasks to complete the field survey and report.

Task 1: Project Management and Administration: Substrate will coordinate directly with Umatilla County, ODOT, and the CTUIR to initiate the project. The project manager will oversee quality control, day-to-day scheduling, cost control, and attend all necessary meetings throughout the project. An archaeologist meeting the Secretary of Interior standards and is a “Qualified Archaeologist” in the State of Oregon (ORS 390.325) will supervise all work completed for the cultural resource inventory.

Task 2: Prefield Literature Review and Permitting: As the project is within public right-of-way managed by Umatilla County, Substrate will obtain a State of Oregon Archaeological Excavation permit from the Oregon State Historic Preservation Office. Concurrently, we will conduct a records search and literature review, including a review of historical maps for a one-mile radius around the Project Area. We will use the Oregon Archaeological Records Remote Access (OARRA) to identify existing cultural resources and review previously completed cultural resource inventories. We will supplement those data with any documentation the CTUIR or other entity provides. The location of existing cultural resources will be imported onto paper field maps and digital mapping software prior to fieldwork.

Task 3: Fieldwork: All fieldwork completed for this project will follow the Guidelines for Conducting Field Archaeology in Oregon (Oregon SHPO 2016a). Substrate estimates up to three days of in-field survey and resource documentation. The field survey will include pedestrian survey of the entire approximately 4.5-mile Project Area and subsurface investigations (up to 60 shovel probes [SPs] at areas determined to be sensitive for cultural resources. Transect spacing will not exceed 20 meters. Areas more likely to contain cultural resources will be investigated more intensely with more closely spaced transects. A sampling strategy may be developed for SPs depending on landforms, sediments, and ground visibility. Artifacts recovered from SPs will be collected and curated in a manner consistent with the Guidelines for the Preparation of Archaeological Collections (University of Oregon Museum of Natural and Cultural History 2022) No artifacts will be collected from the surface.

Task 4: Resource Documentation and Forms: Substrate anticipates preparing up to one new archaeological site form and up to two archeological isolate forms to document new cultural resources. In addition, Substrate anticipates preparing two archaeological site forms to update a previously recorded site within the Project Area and an adjacent previously recorded site. Site and isolate forms will be entered online into the Archaeological Sites Database managed by the Oregon SHPO. Following review and approval of each draft form by ODOT, new forms will be submitted once any necessary changes have been made.

Task 5: Technical Reporting: Substrate will produce a report that will satisfy all documentation standards outlined in the State of Oregon Guidelines for Reporting on Archaeological Investigations (Oregon SHPO 2016b). The report will summarize all the tasks described above and include a regional environmental and cultural background, a summary of the records search and literature review results, a review of the research design and applied field methods, findings from the inventory and associated maps and photographs, and management recommendations and conclusions summarizing project findings. Following review and approval by the ODOT, the final report, GIS spatial data, and other pertinent documentation will be submitted by ODOT to the Oregon SHPO and Tribes unless otherwise specified.

References:

Oregon State Historic Preservation Office

2016a Guidelines for Conducting Field Archaeology in Oregon. Electronic document, <https://www.oregon.gov/oprd/OH/Documents/FieldGuidelines.pdf>, accessed November 28, 2023.

2016b State of Oregon Guidelines for Reporting on Archaeological Investigations. Electronic document, https://www.oregon.gov/oprd/OH/Documents/Reporting_Guidelines.pdf, accessed November 28, 2023.

University of Oregon Museum of Natural and Cultural History

2022 Guidelines for the Preparation of Archaeological Collections to be Curated by the University of Oregon Museum of Natural and Cultural History and State Museum of Anthropology. Electronic document, https://mnch.uoregon.edu/sites/default/files/2022-02/FinalGuidelines%20for%20Preparation%20of%20Collections_%20Jan%202022.pdf, accessed November 28, 2023.

Umatilla River Trail Phase 1 Project
Cultural Resource Inventory Cost Estimate

Task	Description	Labor Hours			Totals
		Principal Investigator	Field Director	Field Technician	
1	Project Management and Administration	6			\$400.00
2	Prefield Literature Review and Permitting	6	4		\$900.00
3	Fieldwork				
3.1	Pedestrian Survey	8	8		\$1,400.00
3.2	Subsurface Investigations	16	16		\$2,800.00
4	Resource Documentation and Forms	6	6		\$1,050.00
5	Technical Reporting	25	30		\$4,750.00
	Total Labor Hours	65	64	0	
	Rate	\$100.00	\$80.00	\$60.00	
	Labor Total	\$6,700.00	\$5,120.00	\$0.00	\$11,820.00

Expenses	Rate	Units	Totals
Mileage	\$0.70 per mile	350	\$245.00
Per Diem	\$59 per night	6	\$354.00
Lodging	\$120 per night	6	\$720.00
GPS Equipment	\$15 per hour	16	\$240.00
Expenses Total			\$1,559.00

Total Cost **\$13,379.00**

Assumptions*

Length of project	approx. 4.5 miles
New sites	1
New isolates	2
Site updates	2
Crew size	2

Project design includes ground disturbance

No built resources need to be recorded

*Additional cultural resources or changes to the project design may require an amendment to the above cost estimate.