

APPENDIX B.

SCOPE OF WORK

SCOPE OF WORK – U.S. ROUTE 113 NORTH/SOUTH STUDY

ARCHITECTURAL SURVEY ON-ALIGNMENT ALTERNATIVES

KENT AND SUSSEX COUNTIES, DELAWARE

JUNE 8, 2005 (revised August 2, 2005)

John Milner Associates, Inc. (JMA) is pleased to present this Scope of Work for Additional Cultural Resources Services associated with the U.S. Route 113 North/South Study. These additional services were identified at the project team meeting on April 27, 2005.

The following tasks will provide the project team with additional cultural resources information important in the refinement of alternatives. These tasks will generate information needed to assess the significance of pre-1963 properties located in the immediate vicinity of the alternatives retained for further study in the Milford, Ellendale, Georgetown, Millsboro, and Selbyville study areas.

Task 1. Field Survey and CRS Form Preparation

Based on the previous work undertaken in 2004 and 2005, JMA personnel have identified a total of 613 properties adjoining or within 600 feet of the center line of either U.S. Route 113 (on-alignment properties). The identification of these properties is based on architectural style or photographic documentation indicating a date of construction prior to 1963. JMA field checked 134 properties adjoining or within 600 feet of the centerline of U.S. Route 113 that were previously surveyed and documented on Delaware SHPO Cultural Resource Survey (CRS) forms. For those 479 newly identified properties, JMA took digital photographs and entered basic descriptive information into a data layer of the GIS database. For those 134 previously surveyed properties, JMA personnel ascertained whether the surveyed building still existed, took a digital photograph of the building, if extant, and entered basic descriptive information into a GIS data layer. The 600-foot buffer was selected to include those areas of possible visual, atmospheric, and auditory effects of the proposed road construction.

Following completion of the reconnaissance survey, JMA used the information generated to complete CRS forms 1 and 9 for the 479 newly identified properties. In April 2005, the Delaware SHPO assigned CRS numbers to each of these newly surveyed properties.

For this task JMA personnel will obtain copies of existing survey documentation for the 134 previously surveyed properties located within 600 feet of the center line of U.S. Route 113 within the two study areas (Milford and Georgetown South). This information will be used to ascertain the need to prepare survey update forms for these properties.

In accordance with Delaware SHPO survey procedures, JMA will complete survey documentation (CRS forms) on all of the newly identified properties (n=479). This survey documentation will include, at a minimum, completion of CRS-2 (main building form). Other appropriate forms will also be completed for each property, particularly CRS-3 (secondary building form) and CRS-13 (photo card). Location maps and site plans will be completed for each property (CRS-9). At least one black and white, 35mm photograph will be taken of each property. As specified in Delaware SHPO guidelines, these photographs will be processed as contact sheets.

For the 134 previously surveyed properties, JMA will compare the existing survey documentation, including both forms and photographs, to the current appearance of each property. Properties that have undergone significant changes since the preparation of the form or where a decade or more has passed since the property was surveyed will be documented with new photographs and survey update forms (CRS-10). In addition, demolished primary buildings will be recorded on update forms (CRS-10).

Deliverables

The deliverables for this task will be appropriate Delaware SHPO CRS forms for each property along with contact sheets and black and white photographic negatives. These forms will be produced in two formats: 1) a print copy; and 2) a *.pdf file on a CD. Draft versions of the survey forms will be prepared and delivered to the Department for review during the fourth quarter of 2005. Final survey forms will be delivered to the Department on a mutually agreed upon schedule.

Task 2. Report Preparation

A series of evaluation-level reports will be prepared for the on-alignment properties in the U.S. Route 113 corridor in accordance with procedures outlined in *Guidelines for Architectural and Archaeological Surveys in Delaware* (Delaware SHPO 1993). The purpose of these reports will be to assess the significance and integrity of surveyed on-alignment properties and make and justify recommendations concerning National Register eligibility. It is anticipated that four reports will be prepared covering the resources on alignment in the Milford Study Area, the Ellendale Study Area, the Georgetown Study Area, and the Millsboro South Study Area.

The recently completed U.S. Route 113 historic context will be employed in assessing the National Register eligibility of surveyed properties and will be supplemented with an overview of the development of the communities in the project areas. Other historic contexts will also be consulted, as applicable.

JMA will conduct background research necessary to evaluate the properties and develop the community overviews at the Historical Society of Delaware, the Morris Library of the University of Delaware, the Delaware Public Archives, the Milford Historical Society,

the Milford Public Library, and the Georgetown Public Library. In addition, JMA will contact local historians and other citizens knowledgeable about the history of the properties. When necessary, JMA will conduct limited site-specific research to assess the significance of individual properties. This research will take place at Kent and Sussex County governmental offices, and will include examination of deed records, land plats, tax assessments, and other property records.

The reports will include the following sections as specified in Delaware SHPO *Guidelines*: title page, abstract, table of contents, list of illustrations, introduction, background research including historic overview and contexts, research design, descriptions of architectural survey, interpretations and conclusions, and recommendations. It will be illustrated with contemporary and historic photographs and maps, and will be accompanied by a bibliography. Appendices will include resumes of project personnel, the scope of work and accepted proposal, and CRS forms.

Deliverables

The deliverables for this task will be four reports prepared in accordance with Delaware SHPO *Guidelines* and produced in two formats: 1) a print copy; and 2) a *.pdf file on a CD. Draft submissions will be delivered to the Department during the first quarter of 2006. Final versions of the reports will be delivered to the Department on a mutually agreed upon schedule.

Task 3. Preparation of Determinations of Eligibility

According to Delaware SHPO report guidelines, Determinations of Eligibility (DOE) are required for any property which, based upon physical examination and background research, appears to possess the significance and integrity to be eligible for National Register of Historic Places. As a result of the reconnaissance survey and context development, JMA estimates 10 to 15 properties will require preparation of determinations of eligibility. The form of a DOE in Delaware is a draft National Register of Historic Places registration form.

Historical documentation for determinations of eligibility will include land use and development history of each of these properties, based upon deed records, tax assessments, court records (orphans court and probate documents), maps, and other visual records, as available. Repositories to be investigated include the Delaware Public Archives, the Morris Library of the University of Delaware, and Sussex or Kent County governmental offices. JMA will contact individuals with knowledge of the history and development of each property, as appropriate. Section 8 of the DOE will relate the surveyed properties to one or more of the historic contexts developed in the survey report.

When these DOEs have been reviewed and accepted by the Department, they will be included as appendices to the evaluation report.

Deliverables

The deliverables for this task will be draft National Register of Historic Places registration forms for all those properties that appear to meet the significance and integrity criteria of the National Register. The forms will be produced in two formats: 1) a print copy; and 2) a *.pdf file on a CD. One copy (print and CD) of each form will be submitted to the Department.

Task 4. GIS Data Management

JMA personnel will input all the data collected in the field survey, place it in the GIS database, where needed, and update files as needed. This information will be sent to Department as required in the Department's GIS Transfer Protocol.

Deliverables

Updated files for inclusion in the Department's GIS will be delivered to the Department, according to the GIS Protocol.

Task 5. Delaware SHPO Data Entry

Following completion of the survey, JMA personnel will deliver the updated and new CRS forms to Delaware SHPO, listed surveyed properties in the survey notebooks, and map surveyed properties on Delaware SHPO aerial photographs.

Deliverables

The deliverables for this task will include copies of all survey forms for the Delaware SHPO. Forms will be delivered to the Department on CD for transmission by the Department to the SHPO.

Task 6. Project Team Meetings, Agency Meetings, Public Workshops

JMA personnel will continue to work closely with the project team to ensure timely communication and consideration of cultural resource issues related to the project. This task includes the costs associated with the attendance of JMA personnel at twelve (12) monthly project team meetings, four (4) agency review meetings, and one round of public workshops (5 meetings).

**SCOPE OF WORK – U.S. ROUTE 113 NORTH/SOUTH STUDY
ARCHITECTURAL SURVEY, OFF-ALIGNMENT ALTERNATIVES
KENT AND SUSSEX COUNTIES, DELAWARE
SEPTEMBER 14, 2005**

John Milner Associates, Inc. (JMA) is pleased to present this Scope of Work for Additional Cultural Resources Services associated with the U.S. Route 113 North/South Study. These additional services were identified at the project team meeting on April 27, 2005, discussed and refined by electronic message June 24, 2005, discussed at the JPR meeting of July 2005, and further refined at a project team and agency meeting September 9, 2005.

The following tasks will provide the project team with additional cultural resources information important in the refinement of off-alignment alternatives. On-alignment alternatives are covered under a JMA separate JMA Scope of Work (June 8, 2005; revised August 2, 2005). The tasks under the present scope will generate information needed to assess the significance of pre-1963 properties located in the immediate vicinity of the alternatives retained for further study in the Milford, Ellendale, Georgetown, Millsboro, and Selbyville study areas. The scope of work is based on conducting field work, form development, and National register evaluations for historic properties in the following alternatives as they are presently titled:

Milford:

- Off-alignment GN6, C2, C3, D2, D3, E2, E3, F2, F3, J, J7

Georgetown:

- Off-alignment B, E2, E3, E5, F2, F3

Millsboro:

- Off-Alignment D8, D9, B4-1, B4-2, B4-3, B5-1, B5-2, B5-3

Selbyville:

- Off-Alignment I-6

All calculations used in this scope are based on the current delineations of the proposed alternatives.

Task 1. Field Survey and CRS Form Preparation

The work to be performed under this task is essentially identical to the description of Task 1 already presented in JMA's Scope for On-Alignment evaluations (dated June 8, 2005; revised August 2, 2005). Based on the current delineations of the proposed off-alignment alternatives, the Cultural Resources database has information on approximately 300 properties that are situated within the series of off-alignment alternatives (with 600-foot buffers on either side of the proposed centerline) outlined above. The identification of these properties is based on architectural style or photographic documentation

indicating a date of construction prior to 1963, and the identification-level work was accomplished by JMA in 2004 and earlier in 2005.

As with the on-alignment services, JMA personnel will obtain copies of existing survey documentation for previously surveyed properties located within 600 feet of the center of center line of each of the off-alignment alternatives outlined above. This information will be used to ascertain the need to prepare survey update forms for these properties.

In accordance with Delaware SHPO survey procedures, JMA will complete survey documentation on all of the newly identified properties in the off-alignment alternatives outlined above. This survey documentation will include, at a minimum, completion of CRS-2 (main building form). Other appropriate forms will also be completed for each property, particularly CRS-3 (secondary building form) and CRS-13 (photo card). At least one black and white, 35mm photograph will be taken of each property. As specified in Delaware SHPO guidelines, these photographs will be processed as contact sheets.

For previously surveyed properties, JMA will compare the existing survey documentation, including both forms and photographs, to the current appearance of each property. Properties that have undergone significant changes since the preparation of the form will be documented with new photographs and survey update forms (CRS-10). In addition, demolished primary buildings will be recorded on update forms (CRS-10).

Deliverables

The deliverables for this task will be appropriate Delaware SHPO CRS forms for each property along with contact sheets and black and white photographic negatives. These forms will be produced in two formats: 1) a print copy; and 2) a *.pdf file on a CD. Draft versions of the survey forms will be prepared and delivered to the Department for review during the fourth quarter of 2005. Final survey forms will be delivered to the Department on a mutually agreed upon schedule.

Task 2. Report Preparation

The off-alignment properties in the U.S. Route 113 corridor will be included in evaluation-level reports for both on- and off-alignment alternatives. The report will be prepared in accordance with procedures outlined in *Guidelines for Architectural and Archaeological Surveys in Delaware* (Delaware SHPO 1993). The purpose of this report will be to assess the significance and integrity of surveyed properties and make and justify recommendations concerning National Register eligibility. Time and costs for a similar task has been included in the Scope for on-alignment alternatives (dated June 8, 2005; revised August 2, 2005). The intention is for JMA to produce ONE report that combines the on- and off-alignment evaluations. Reports will be produced for Milford, Ellendale, Georgetown, and Millsboro-South.

The U.S. Route 113 context will be employed in assessing the National Register eligibility of surveyed properties and will be supplemented with an overview of the development of the communities in the project areas.

JMA personnel will conduct background research necessary to evaluate the properties and develop the community overviews at the Historical Society of Delaware, the Morris Library of the University of Delaware, the Delaware Public Archives, the Milford Historical Society, the Milford Public Library, the Georgetown Public Library, and libraries in Dagsboro and Millsboro, as appropriate. In addition, JMA will contact local historians and other citizens knowledgeable about the history of the properties. When necessary, JMA will conduct limited site-specific research to assess the significance of individual properties. This research will take place at Kent and Sussex County governmental offices, and will include examination of deed records, land plats, tax assessments, and other property records.

The report(s) will include the following sections as specified in Delaware SHPO *Guidelines*: title page, abstract, table of contents, list of illustrations, introduction, background research including historic overview and contexts, research design, descriptions of architectural survey, interpretations and conclusions, and recommendations. It will be illustrated with contemporary and historic photographs and maps, and will be accompanied by a bibliography. Appendices will include resumes of project personnel, the scope of work and accepted proposal, and CRS forms.

Deliverables

The deliverables for this task will be four reports (Milford, Ellendale, Georgetown, and Millsboro-South) prepared in accordance with Delaware SHPO *Guidelines* and produced in two formats: 1) a print copy; and 2) a *.pdf file on a CD. Draft submissions will be delivered to the Department according to the following schedule:

Milford – on or about November 22, 2005
Ellendale – on or about December 8, 2005
Georgetown – on or about January 3, 2006
Millsboro-South – on or about January 17, 2006

Final versions of the reports will be delivered to the Department on a mutually agreed upon schedule.

Effects matrices will be submitted to the Department according to the following schedule:

Milford – on or about February 6, 2006
Ellendale – on or about February 20, 2006
Georgetown – on or about March 7, 2006
Millsboro-South – on or about March 21, 2006

Task 3. Preparation of Determinations of Eligibility

According to Delaware SHPO report guidelines, Determinations of Eligibility (DOE) are required for any property which, based upon physical examination and background research, appears to possess the significance and integrity to be eligible for National Register of Historic Places. As a result of the reconnaissance survey and context development, JMA estimates 10 to 15 off-alignment properties will require preparation of determinations of eligibility. The form of a DOE in Delaware is a draft National Register of Historic Places registration form.

Historical documentation for determinations of eligibility will include land use and development history of each of these properties, based upon deed records, tax assessments, court records (orphans court and probate documents), maps, and other visual records, as available. Repositories to be investigated include the Delaware Public Archives, the Morris Library of the University of Delaware, and Sussex or Kent County governmental offices. JMA will contact individuals with knowledge of the history and development of each property, as appropriate. Section 8 of the DOE will relate the surveyed properties to one or more of the historic contexts developed in the survey report.

When these DOEs have been reviewed and accepted by the Department, they will be included as appendices to the evaluation report.

Deliverables

The deliverables for this task will be draft National Register of Historic Places registration forms for all those properties that appear to meet the significance and integrity criteria of the National Register. The forms will be produced in two formats: 1) a print copy; and 2) a *.pdf file on a CD. One copy (print and CD) of each form will be submitted to the Department.

Task 4. GIS Data Management

JMA personnel will input all the data collected in the field survey, place it in the GIS database, where needed, and update files as needed. This information will be sent to Department as required in the Department's GIS Transfer Protocol.

Deliverables

Updated files for inclusion in the Department's GIS will be delivered to the Department, according to the GIS Protocol.

Task 5. Delaware SHPO Data Entry

Following completion of the survey, JMA personnel will deliver the updated and new CRS forms to Delaware SHPO, listed surveyed properties in the survey notebooks, and map surveyed properties on Delaware SHPO aerial photographs.

Deliverables

The deliverables for this task will include copies of all survey forms for the Delaware SHPO. Forms will be delivered to the Department on CD for transmission by the Department to the SHPO.

Task 6. Project Team Meetings, Agency Meetings, Public Workshops

JMA personnel will continue to work closely with the project team to ensure timely communication and consideration of cultural resource issues related to the project. This task includes the costs associated with preparation for discussions of off-alignment alternatives and for the attendance of JMA personnel at twelve (12) monthly project team meetings, four (4) agency review meetings, and one round of public workshops (5 meetings).

**REVISED SCOPE OF WORK – U.S. ROUTE 113 NORTH/SOUTH STUDY
Supplemental Agreement Number 1180-8**

**ARCHITECTURAL SURVEY AND EVALUATION
in the ALTERNATIVES RETAINED FOR DETAILED STUDY**

KENT AND SUSSEX COUNTIES, DELAWARE

Revised November 14, 2006

John Milner Associates, Inc. (JMA) is pleased to present this Scope of Work for Additional Cultural Resources Services associated with the U.S. Route 113 North/South Study. These additional services result from changes and additions to the alternatives retained for detailed study (ARDS) that were included in the original scopes of work for on-alignment alternatives (dated August 2, 2005) and off-alignment alternatives (dated September 14, 2005) as well as an increase in the level of survey and reporting detail required by The Department and SHPO.

The following tasks will provide the project team with additional cultural resources information important in the choice of a recommended preferred alternative. In addition, they will take the team through the completion of the Section 106 process for architectural resources in the Milford, Georgetown, and Millsboro-South study areas.

Task 1. Field Survey and CRS Form Preparation

The previous scopes of work included survey documentation (CRS forms) of 913 properties within 600 feet of the alternatives retained for detailed study. The revision and addition of ARDS has resulted in the addition of approximately 320 properties that have not yet been surveyed at the intensive level in the Milford, Georgetown, and Millsboro-South study areas.

For this task JMA personnel will complete survey documentation (CRS forms) on all of the properties to be affected by the current ARDS that were not included in the earlier scopes of work (n=320). This survey documentation will include, at a minimum, completion of CRS-1 (property ID form) or CRS-10 (property update form) in addition to CRS-2 (main building form). Other appropriate forms will also be completed for each property, particularly CRS-3 (secondary building form) and CRS-13 (photo card). Location maps and site plans will be completed for each property (CRS-9). At least one black and white, 35mm photograph will be taken of each property. As specified in Delaware SHPO guidelines, these photographs will be processed as contact sheets. Demolished primary buildings will be recorded on update forms (CRS-10).

Deliverables

The deliverables for this task will be appropriate Delaware SHPO CRS forms for each property along with contact sheets and black and white photographic negatives. These forms will be produced in two formats: 1) a print copy; and 2) a *.pdf file on a CD. Draft versions of the survey forms will be prepared and delivered to the Department for review no later than the fourth quarter of 2006. Final survey forms will be delivered to the Department on a mutually agreed upon schedule.

Task 2. Report Preparation

A series of evaluation-level reports is being prepared for the CRS architectural properties affected by the ARDS in accordance with procedures outlined in *Guidelines for Architectural and Archaeological Surveys in Delaware* (Delaware SHPO 1993). The purpose of these reports is to assess the significance and integrity of surveyed properties and make and justify recommendations concerning National Register eligibility. Three reports are being prepared covering the resources on alignment in the Milford Study Area, the Georgetown Study Area, and the Millsboro-South Study Area. In addition, supplemental reports will be prepared as necessary to cover properties added by changes and additions to the ARDS.

The U.S. Route 113 historic context is being employed in assessing the National Register eligibility of surveyed properties and will be supplemented with an overview of the development of the communities in the project areas. Other historic contexts will also be consulted and new contexts developed, as applicable.

JMA will conduct background research necessary to evaluate properties of interest identified during the field survey and develop the community overviews at the Historical Society of Delaware, the Morris Library of the University of Delaware, the Delaware Public Archives, the Milford Historical Society, the Milford Public Library, and the Georgetown Public Library. In addition, JMA will contact local historians and other citizens knowledgeable about the history of the properties. When necessary, JMA will conduct limited site-specific research to assess the significance of individual properties. This research will take place at Kent and Sussex County governmental offices, and will include examination of insurance records, census schedules, deed records, land plats, tax assessments, and other property records. On-line research will be conducted as appropriate.

The main reports include the following sections as specified in Delaware SHPO *Guidelines*: title page, abstract, table of contents, list of illustrations, introduction, background research including historic overview and contexts, research design, descriptions of architectural survey, interpretations and conclusions, and recommendations. It will be illustrated with contemporary and historic photographs and

maps, and will be accompanied by a bibliography. Appendices will include resumes of project personnel, the scope of work and accepted proposal, and CRS forms (to be submitted with the final reports).

The supplemental reports will include project mapping, an introductory section explaining the purpose of the supplements, and the individual property evaluations.

Property evaluations will include, at the request of DelDOT and SHPO, a summary table at the beginning of each property, a description, the applicable historic context, an evaluation, captioned photographs identifying facades vs. rears of main buildings, parcel maps, historic maps and aerials for recommended eligible properties, site plans as needed, and any other pertinent illustrations.

Deliverables

The deliverables for this task will be three reports and three supplements prepared in accordance with Delaware SHPO *Guidelines* and produced in two formats: 1) a print copy; and 2) a *.pdf file on a CD. Draft submissions of the main reports will be delivered to the Department during the first half of 2006; draft submissions of the supplements will be delivered to the Department during the third quarter of 2006. Final versions of the reports, which will combine the main reports and the supplements, will be delivered to the Department on a mutually agreed upon schedule.

Task 3. Preparation of Determinations of Eligibility

According to Delaware SHPO report guidelines, Determinations of Eligibility (DOE) are required for any property which, based upon physical examination and background research, appears to possess the significance and integrity to be eligible for National Register of Historic Places. As a result of the reconnaissance survey and context development, JMA estimates 75 properties will require preparation of determinations of eligibility. The form of a DOE in Delaware is a draft National Register of Historic Places registration form.

Historical documentation for determinations of eligibility will include land use and development history of each of these properties, based upon deed records, tax assessments, court records (orphans court and probate documents), maps, and other visual records, as available. Repositories to be investigated include the Delaware Public Archives, the Morris Library of the University of Delaware, and Sussex or Kent County governmental offices. JMA will contact individuals with knowledge of the history and development of each property, as appropriate. Section 8 of the DOE will relate the surveyed properties to one or more of the historic contexts developed in the survey report.

When these DOEs have been reviewed and accepted by the Department, they will be included as appendices to the final evaluation report.

Deliverables

The deliverables for this task will be draft National Register of Historic Places registration forms for all those properties that appear to meet the significance and integrity criteria of the National Register. The forms will be produced in two formats: 1) a print copy; and 2) a *.pdf file on a CD. One copy (print and CD) of each form will be submitted to the Department.

Task 4. GIS Data Management

JMA personnel will maintain GIS shapefiles of recommended eligible CRS properties and proposed National Register boundaries and coordinate directly with project engineers at WR&A and RK&K to identify potential 4(f) issues. JMA will process revised alignments from the engineers to identify additional properties that require survey and evaluation. JMA will also continue to input all the data collected in the field survey, place it in the GIS database, where needed, and update files as needed. This information will be sent to Department as required in the Department's GIS Transfer Protocol.

Deliverables

Updated files for inclusion in the Department's GIS will be delivered to the Department, according to the GIS Protocol.

Task 5. Delaware SHPO Coordination

This task covers coordination with Delaware SHPO attendant on their review of the CRS property evaluations. It includes informal email correspondence and telephone communication with SHPO reviewers regarding individual property evaluations; preparation of charts prioritizing properties within each study area for the purposes of expediting SHPO review; attendance at up to 6 field reviews with the Department and SHPO to address questions regarding individual property evaluations; and mapping and recording new properties in the SHPO records.

Deliverables

The deliverables for this task will include charts showing review priorities; mapping and other documentation necessary to facilitate field views; and copies of all survey forms for the Delaware SHPO. Forms will be delivered to the Department on CD for transmission by the Department to the SHPO.

Task 6. Project Team Meetings, Agency Meetings, Public Workshops, and Working Group Meetings

JMA personnel will continue to work closely with the project team to ensure timely communication and consideration of cultural resource issues related to the project. This task includes the costs associated with the attendance of JMA personnel at eighteen (18) monthly project team meetings, four (4) agency review meetings, two (2) rounds of public workshops (10 meetings), and six (6) rounds of working group meetings (18 meetings).

Task 7. EIS and Section 4(f) Documentation Assistance

JMA will coordinate as needed with WR&A and RK&K regarding cultural resources data relevant to the preparation of the Draft and Final EIS and the documentation of potential Section 4(f) issues. This task may include the preparation of data matrices for reports, clarification of methodological questions, or refinement of GIS shapefiles.

**REVISED SCOPE OF WORK – U.S. ROUTE 113 NORTH/SOUTH STUDY
Supplemental Agreement Number 1180-9**

**ADDITIONAL ARCHITECTURAL SURVEY AND EVALUATION
in the ALTERNATIVES RETAINED FOR DETAILED STUDY**

KENT AND SUSSEX COUNTIES, DELAWARE

September 14, 2007

John Milner Associates, Inc. (JMA) is pleased to present this Scope of Work (SOW) for additional cultural resources services associated with the U.S. Route 113 North/South Study. These additional services result from changes and additions to the alternatives retained for detailed study (ARDS) that were included in three previous scopes of work for ARDs: on-alignment alternatives (August 2, 2005), off-alignment alternatives (September 14, 2005), and revised on- and off-alignment alternatives (November 14, 2006) (hereafter referred to collectively as the “ARDS SOWs” or individually by date). This proposal covers out-of-scope services already provided as well as additional services anticipated during the contract period that extends through December 2008.

Task 1. Field Survey and CRS Form Preparation

The ARDs SOWs included survey documentation (CRS forms) of 1,233 properties within 600 feet of the center lines of ARDs. Revisions and additions to ARDs since the implementation of the November 14, 2006, SOW have resulted in the survey and recordation of approximately 130 more properties in the Milford, Georgetown, and Millsboro-South study areas. The ARDs are continuing to be revised, which is likely to result in additional properties that will require intensive-level survey. For the purposes of this revised proposal, JMA assumes no more than 50 more properties will be added.

In addition, 22 potential historic districts have been surveyed, recorded, and evaluated to date. The level of recordation and research required for these resources was not included in the ARDs SOWs.

This task covers survey documentation (CRS forms) on all of the properties and districts affected by the current and future ARDs that were *not* included in the ARDs SOWs: 180 CRS properties (~130 of which have already been completed) and 22 historic districts (all of which have already been identified and ~14 of which have been completed).

The *total* number of properties to be covered by the ARDs SOWs and this revised SOW is 1,413 individual properties and 22 potential historic districts.

Deliverables

The deliverables for this task will be appropriate Delaware SHPO CRS forms for each property along with contact sheets and black and white photographic negatives. These forms will be

produced in two formats: 1) a print copy; and 2) a *.pdf file on a CD. Draft versions of the survey forms will be prepared and delivered to the Department for review at the completion of the survey and evaluation phase for each study area. Final survey forms will be delivered to the Department on a mutually agreed upon schedule.

Task 2. Report Preparation

A series of evaluation-level reports is being prepared for the CRS architectural properties affected by the ARDS in accordance with procedures outlined in *Guidelines for Architectural and Archaeological Surveys in Delaware* (Delaware SHPO 1993). The purpose of these reports is to assess the significance and integrity of surveyed properties and to make and justify recommendations concerning National Register eligibility. The ARDs SOWs proposed separate reports to cover the resources in each of the study areas: Milford, Georgetown, and Millsboro-South. The November 14, 2006, SOW specified three draft reports, three supplemental reports, and three final reports. To date, two complete draft reports (Milford and Georgetown), one partial draft (approximately one-half of the Millsboro-South properties), and ten supplemental reports have been submitted. The supplements cover properties that have been added to the project by changes and additions to the ARDS, as well as resubmittals of individual evaluations to incorporate additional research or reconsider recommendations based on input from the Department and Delaware SHPO; several more supplements are anticipated during the contract period. In addition to the anticipated supplements, draft finals of each of the three study area reports will now be required to resolve conditional concurrence provided by Delaware SHPO.

In order to expedite review by Delaware SHPO, JMA has been asked to distribute the reports directly from their office, which includes: 1) preparation of the cover letter for signature by the Department; 2) four print copies for distribution; 3) two CD copies for distribution; 4) delivery of print copies and CD copies to Delaware SHPO in addition to the Department; and 5) copies and distribution of cover letter to key project personnel.

This task covers reporting *not* included in the ARDs SOWs: up to 12 supplemental reports (10 of which have already been completed); 3 draft final reports that will include all properties and will address Agency comments; and concurrent distribution of all reports to the Department and Delaware SHPO (several of which have already been completed).

The *total* number of reports to be covered by the ARDs SOWs and this revised SOW is 3 draft reports, up to 15 supplemental reports, 3 draft final reports, and 3 final reports.

Deliverables

The deliverables for this task will be supplemental and draft final reports prepared in accordance with Delaware SHPO *Guidelines* and produced in two formats: 1) print, and 2) *.pdf file on CD; the reports will be distributed directly to the Department and Delaware SHPO. The schedule of submissions will be developed and executed in accordance with project needs.

Task 3. Preparation of Determinations of Eligibility

According to Delaware SHPO report guidelines, Determinations of Eligibility (DOE) are required for any property which, based upon physical examination and background research, appears to possess the significance and integrity to be eligible for National Register of Historic Places. To date, JMA estimates 90 properties will require preparation of determinations of eligibility, 15 more than proposed in the November 14, 2006, SOW. JMA also estimates approximately 10 historic districts will require DOEs, none of which were included in the ARDs SOWs.

This task covers DOEs *not* included in previous ARDs SOWs: up to 15 individual properties and up to 10 historic districts.

The *total* number of DOEs to be covered by the ARDs SOWs and this revised SOW is 90 individual properties and 10 historic districts.

Deliverables

The deliverables for this task will be draft National Register of Historic Places registration forms, which is the format of a DOE in Delaware. The forms will be produced in two formats: 1) a print copy; and 2) a *.pdf file on a CD. One copy (print and CD) of each form will be submitted to the Department.

Task 4. GIS Data Management

JMA personnel will continue to maintain GIS shapefiles of recommended eligible CRS properties and proposed National Register boundaries and coordinate directly with project engineers at WR&A and RK&K to identify potential 4(f) issues. JMA will process revised alignments from the engineers to identify additional properties that require survey and evaluation. JMA will also continue to input all the data collected in the field survey, place it in the GIS database, where needed, and update files as needed. This information will be sent to Department as required in the Department's GIS Transfer Protocol.

This task covers alignment revisions dating from the implementation of the November 14, 2006, SOW through the end of the contract period as well as database maintenance associated with surveying and evaluating the additional CRS properties not included in the ARDs SOWs.

Some of the major ARDS changes that have been processed by JMA but were not part of the November 14, 2006, SOW include, but are not limited to, the following:

- addition of two "East-to-East" alternatives between Georgetown and Millsboro;
- subsequent dropping of the "East-to-East" alternatives (after architectural survey and evaluation had been completed);
- addition of two "SR 54" alternatives east of Selbyville;
- modifications to the Brown alternative in Milford;

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- addition of alternative “B6” north of Millsboro;
 - addition of four options to alternative “B4” in Millsboro; and
 - complete reworking of the Georgetown on-alignment alternative.

Anticipated changes include the addition of up to five “EB” alternatives near Millsboro and modifications to the “SR 54” alternatives near Selbyville.

Deliverables

Updated files for inclusion in the Department’s GIS will be delivered to the Department, according to the GIS Protocol.

Task 5. Delaware SHPO Coordination

This task covers coordination with Delaware SHPO attendant on their review of the CRS property evaluations. It includes informal email correspondence and telephone communication with SHPO reviewers regarding individual property evaluations; preparation of charts prioritizing properties within each study area for the purposes of expediting SHPO review; attendance at field reviews with the Department and SHPO to address questions regarding individual property evaluations; and mapping and recording new properties in the SHPO records.

The November 14, 2006, SOW included 6 field views; to date, JMA has attended 8 field views, and at least 2 more are anticipated. In addition, approximately 66 new properties have been mapped and recorded in the SHPO records as a result of ARDs changes since the implementation of the November 14, 2006, SOW.

This task covers the 4 field views (2 of which have been completed) not included in the ARDs SOWs; mapping and recordation in SHPO records of 66 new properties; and support and coordination associated with surveying and evaluating the additional CRS properties not included in the ARDs SOWs.

Deliverables

The deliverables for this task will include updates to SHPO records for new properties; charts showing review priorities; mapping and other documentation necessary to facilitate field views; and attendance at field views.