

## **SCOPE OF WORK**

### **Specifications for Phase II Data Recovery at 5 Historic Properties For the Ash Creek Project Washington County, Utah Washington County Water Conservancy District**

#### **Schedule of Items**

This Scope of Work consists of data recovery through excavation of five historic properties to assist the Washington County Water Conservancy District (WCWCD) to comply with its legal requirements related to certain proposed federal actions that may occur in Washington County, in accordance with all terms and conditions of this Statement of Work. Data recovery excavation shall consist of a professionally prepared study that includes (1) the preparation of a Data Recovery Plan; (2) recovery of scientific information through a combination of mechanical trenching and hand-excavated units; (3) synthesis of all existing records and data; (4) analysis of all artifacts; (5) curation preparation; (6) comprehensive final report; (7) public education product(s).

The successful offeror must hold a current Utah BLM Cultural Resource Use Permit and be directed by an individual who holds a current State of Utah Principal Investigator Permit. The Project Area includes BLM-Managed Public Lands and Private Land in Ash Creek Valley, Washington County, Utah.

#### **Description/Objectives/Scope of Work**

##### **I. Background**

The WCWCD requires assistance with the data recovery excavation for five historic properties that will be adversely affected by the Ash Creek Pipeline & Toquer Reservoir Recreation Plan proposed project. The project would construct a primary pipeline, two collector pipelines, expand a holding pond, upgrade diversion feature, construct reservoir (with recovery wells), and connection pipeline to Toquerville water system.

Four associated Cultural Resource Inventories were completed between 2008-2013. A total of 64 archeological sites were identified. The *Archaeological Monitoring & Treatment Plan for the Ash Creek Pipeline & Anderson Junction Reservoir, Washington County, Utah, Gourley and Hall, January 2014, U-14-HO-0415* (Treatment Plan) was developed to lessen the adverse effects of the proposed project. The Treatment Plan was created with consultation and concurrence from the Utah State Historic Preservation Office (USHPO), the Paiute Indian Tribe of Utah (PITU) and the Shivwits Band of Paiute Indians. The consultation results identified that tribal monitors will be invited to participate during data recovery. The Data Recovery Plan developed for this contract must address tribal coordination. The Treatment Plan is provided here as Appendix A as it provides the foundation for this Statement of Work.

The Treatment Plan identified 9 historic properties that require data recovery excavation efforts in two phases. All 9 of the sites have had Phase I data recovery efforts completed. Four of the sites did not require Phase II efforts and have been analyzed and there is a final report, *Phase I Archeological Testing of Four Sites for the Ash Creek Anderson Junction Reservoir, Washington County, Utah, Gourley, et. al., May 2020, U-14-HO-0414* and is provided as Appendix B. This statement of work focuses on the Phase II efforts still needed at 5 sites.

The five sites that require Phase II data recovery excavation effort include: 42WS3836 (prehistoric open artifact scatter), 42WS4098 (prehistoric open campsite), 42WS5133 (multicomponent, prehistoric open campsite and historic dump), 42WS5140 (prehistoric open campsite) and 42WS5354 (prehistoric open lithic scatter) determined eligible for the National Register of Historic Places (NRHP) under criteria D.

There are *Preliminary (Letter) Reports on Phase I Testing, Gourley, 2014* produced for these five archeological sites that document the previous Phase I efforts, provided here as Appendix C. The letter reports are rudimentary. There is no analysis, comprehensive documentation, or interpretations. However, the specifics for recommended Phase II excavations are documented in these letter reports. It is also important to note that the Phase I excavations were not backfilled, leaving the trenches and test units exposed since 2014. A recent field visit by BLM archeologist was able to identify most of the locations with Phase II excavation recommendations. See Section V11.c.3 for Phase II data recovery details.

Beyond the data recovery efforts, this statement of work includes analysis of all previously collected artifacts from these 5 sites (see Section V11.c.4 for Phase I artifact summary). All archives created from Phase I require organizing, processing, and digitizing. Photographs and illustrations from Phase I should be edited, digitized and incorporated into final report. The comprehensive final report must incorporate all findings from Phase I and Phase II efforts completed by this contract and should be seamlessly synthesized into an inclusive product. Finally, a public product must be produced as part of the mitigation of adverse effect. This public product may entail photographs and text for exhibit panels and creation of a power point presentation that can be given at public education events.

## **II. General Description of the Project Area**

The Project Area is located between the eastern foothills of the Pine Valley Mountains and the Hurricane Cliffs in the Ash Creek basin. This area is a drainage basin that includes Ash Creek, Leap Creek, Wet Sandy, and South Ash Creek. The topography to the north is rugged, steep canyon slope to basalt covered mesas and rolling sand dunes in the south.

*The above is provided as information only and should not necessarily be used as the basis for formulating a proposal or serve in place of the offeror's due diligence. It is the offeror's responsibility prior to submitting a proposal to inspect the Project Area and conduct a review of available literature to resolve any concern over the nature and extent of potential difficulties regarding terrain, site density, site size, vegetation density, ground cover, boundaries, access and/or any other factors which may affect the offeror's proposal. If the offeror is unfamiliar with the project location, it is strongly recommended that a site visit be conducted.*

## **III. Government Furnished Property**

The Government will provide shapefiles of the survey areas and five archeological sites to the Contractor at the pre-work meeting. The government will also provide copies of relevant reference materials. The government will provide all associated reports. The government will provide preliminary letter reports, photographs, photologs, field notes, site forms, and field specimen logs from Phase I activities at these five archeological sites.

## **IV. Contractor Furnished Property**

The Contractor shall furnish all other equipment and materials necessary to complete this project. The Contractor shall supply the necessary qualified personnel, materials, equipment, and facilities to conduct data recovery through excavation. The contractor agrees to supply all field equipment and materials needed to conduct fieldwork, and will supply the required excavation staff, and field specialists. The contractor

will provide all laboratory facilities, qualified analysis specialists, and curation preparation materials for post excavation processing of collections. Proposals should include references to analysis expertise. The contract should also cover the cost of subcontracted analysis (e.g. paleobotanical and chemical analysis, geomorphological analysis, accelerator mass spectrometry radiocarbon, archaeomagnetic dating, dendrochronology, and obsidian hydration).

The contract period shall be 180 calendar days starting from the day in which the contract is awarded and with an anticipated period of performance through the spring of 2021. Draft report and site forms shall be submitted to the WCWCD at least at least 60 days prior to the end of the contract. Within 30 days of being awarded the contract, the contractor must attend a pre-work meeting with the WCWCD and SGFO BLM staff.

## **V. Administration, Supervision and Personnel**

The Contractor shall be required to hold a valid BLM-Utah Cultural Resource Use Permit and all key personnel shall be listed on that permit; substitutions will not be allowed without written permission from the WCWCD.

The selected contractor and Principal Investigator must hold a BLM Cultural Resource Use Permit for public lands in Utah for the project area and all Field Supervisors or be able to obtain the permit. The Principle Investigator must hold a Permit from the State of Utah. Work must be conducted by Cultural Resource Professionals, as defined in section VIII. A. of the Guidelines For Identifying Cultural Resources: Handbook H-8110 Bureau of Land Management, Utah (2002).

The Principal Investigator must be able to obtain an Excavation Permit from the Utah Public Lands Policy Coordination Office and obtain a federal permit under the Archaeological Resources Protection Act (ARPA) for excavation, collection and intensive study of specific sites. Permit applications are available on line at: [http://www.blm.gov/ut/st/en/prog/more/cultural/archaeology/cultural\\_resource.html](http://www.blm.gov/ut/st/en/prog/more/cultural/archaeology/cultural_resource.html) and at <http://publiclands.utah.gov/archaeology/>.

The Contractor shall submit a list of key personnel who will be involved with the project. Key personnel are defined as Principal Investigator, Project Director, Field Director, and Crew Chief(s). Resumes should be provided verifying their qualifications and past experience with cultural resources in the region, which is defined as southwestern Utah, southern Nevada, and northwestern Arizona. Resumes of personnel will be supplied and credentials must be approved of all personnel prior to commencement of field work. All key personnel must meet the basic minimum qualifications described in the following Statement of Work.

The Contractor is responsible for all phases of the work and for the quality of deliverables. The Contractor must be able to demonstrate competence in project administration. Such demonstration may include the following: 1) a record of successful completion of similar projects or the types of projects with comparable scope and complexity; or 2) a record of responsibility at the PI level in the successful completion of similar projects.

## **VI. Objective**

The objective of this contract is to lessen adverse effects associated with the potential Ash Creek Pipeline Toquer Reservoir project. This contract will conduct recommended Phase II data recovery for five archeological sites: This will be done through (1) the preparation of a Data Recovery Plan; (2) recovery of scientific information through a combination of mechanical trenching and hand-excavated units; (3) synthesis of all existing records and data; (4) analysis of all artifacts; (5) curation preparation; (6) comprehensive final report; (7) public education product(s). The results of the work covered by this scope will be used to fulfill federal legal requirements, including those under Sections 106 and 110 of the NHPA.

## **VII. Statement of Work**

### **a. Pre-field Work**

Within 30-days after the contract is awarded, the Contractor will schedule a pre-work meeting with the WCWCD and BLM. During the pre-work meeting, the Preliminary Data Recovery Plan will be discussed, and timeframes, field work and reporting schedules will be agreed upon by the Contractor, WCWCD, and the BLM. The WCWCD will provide information on those sites which are of the highest priority for completion to allow for project construction activities. Authorization to conduct field work will be provided by the BLM in the form of a signed Field Work Authorization (FWA). The FWA will be issued following the final approval of the Data Recovery Plan, issuance of the and PLPCO excavation and ARPA permits, and prior to the beginning of excavation.

### **b. Data Recovery Plan**

Within 15-days after the pre-fieldwork meeting, the contractor shall submit a draft Data Recovery Plan. This draft plan should incorporate and/or address the comments provided by and discussed during the Pre-Field Work Meeting. The WCWCD and the BLM shall review drafts of the Plan within 15-days and the BLM will submit the Data Recovery plan to the Utah State Historic Preservation Office for comment. The contractor will submit the Data Recovery Plan to the Utah BLM State Office for issuance of an ARPA permit. Upon SHPO concurrence, final approval will be given by the WCWCD and a Field Work Authorization will be issued.

At a minimum, Data Recovery Plan should include the following:

- recital of the research design carried forward from Gourley and Hall, 2014 and Gourley et al., 2020 and a summary of the findings for Phase I efforts Gourley 2014 & Gourley et al., 2020.
- A description of fieldwork methods based upon the research design outlined in Gourley and Hall, 2014 and Gourley et al., 2020. An explanation and justification of the methods should also be provided. A combination of mechanical testing and hand-excavated units should be considered and the locations of units plotted on maps.
- A reference to the NAGPRA Action Plan outlined in the Treatment Plan and include provisions for any additional unexpected discoveries.
- Proposals for tribal involvement and coordination. The WCWCD has agreed to allow for one tribal monitor to be present, however the monitor is not required to be present.
- Protection measures to be utilized during the data recovery operation phase to ensure that the site is not subject to looting or vandalism.
- Provisions for data analysis, including the qualifications of analysts and key subcontractors.
- Provisions for technical reporting.
- Identify arrangements and costs for permanent storage and curation of collected

artifacts, samples, and records from data recovery operations in accordance with regulations for *Curation of Federally-Owned and Administered Archaeological Collections*, 36 CFR 79, except for human remains and funerary objects. Note, the PITU has requested curation of artifacts from federal lands.

**c. Conduct Phase II Data Recovery**

(1) Each field crew shall be supervised by a qualified Field Supervisor. A Field Supervisor must have completed one academic year of graduate level education in anthropology, archeology, history, historic architecture, historic preservation, or an equivalent of training and experience. In addition, a Field Supervisor must have a minimum of 12 months professional experience and/or specialized training in archaeological field work. This experience shall have included at least six months of work in Great Basin and Southwest, with a portion of that experience occurring in Southern Utah. Experience in the identification and documentation of material culture associated with Great Basin and Southwestern aboriginal groups during all cultural periods, and particularly Anglo-American local history including exploration, settlement, farming/ranching and industry is required. Crew personnel should have at least 6 months of general experience in the techniques, procedures and methods of archaeology, and at least half of that experience in the Great Basin and Southwest. A BS/BS degree in archaeology or anthropology is recommended.

(2) The BLM will provide the artifacts, FS logs, photographs, letter reports, all associated documentation and data related to Phase I efforts as well as ArcMap shapefiles of the Project Area and the five individual archeological sites to the Contractor prior to the start of fieldwork. The Contractor shall import the ArcMap shapefiles into a GPS unit to precisely locate the boundaries of the Project Area and the individual site locations. They will not be flagged by BLM or the WCWCD.

(3) Data Recovery (see Letter Reports, Appendix C for details)

- Detail site sketch maps to document both Phase I and II may be done with GPS technology and shall include the site boundary, all artifact concentrations, diagnostic artifacts, trenches, test units and features. Detail maps shall also include a north arrow, scale bar, legend, as well as geographic details of the site area, including all pertinent land features and prominent contours. A site datum shall be established, mapped using GPS, and depicted on the detail map. Detail maps plan or profile maps of individual features or unit walls area required.
- At least two digital color photographs, displaying different aspects, shall be taken of each site. Pertinent diagnostic artifacts shall be photographed or illustrated. All trenches, test units and features shall be digitally photographed in color. A photo log shall be completed and included with each updated UASF site record. All digital photos included with the site form shall be labeled to include site number, direction and description. All digital color photographs shall be submitted as a deliverable with the final report.
- Field notes, FS logs, descriptions must be maintained for all data recovery actions. These documents from both Phase I and II activities must be archived along with the objects at identified curation facility.

- 42WS3836: Phase I had 2 hand-excavated test trenches, 6 mechanical trenches, 3 test unit. Recommend that Phase II: explore area around sub-surface feature encountered within Trench 5, 4 X 4 m block excavation over feature area and any additional features uncovered during the course of this excavation.
- 42WS4098: Phase I had 1 test unit, 5 mechanical trenches, explore subsurface feature encountered within Trench 1. Recommend for Phase II: 6 X 6 m block excavation over feature and any additional features uncovered during the course of this excavation.
- 42WS5133: Phase I had 2 hand-excavated trenches, 5 test unit. Recommend for Phase II: expansion of the 2 X 2 m test block over F-7 to a 5 X 5 m block excavation, a 4 X 4 m block in the area of TU 6, a 3 x 3 m block in the area of TU 7 and any additional features uncovered during the course of this excavation.
- 42WS5140: Phase I had 4 test units, 6 mechanical trenches. Recommend for Phase II: four sub-surface cultural features encountered in mechanical trenches, two 4 x 4 m block excavations over the two groupings of features and any additional features uncovered during the course of this excavation.
- 42WS5354: Phase I had 8 test units. Recommend for Phase II: expansion of the 1 x 1 m test pit over F-8 to a 3 x 3 m block excavation and expansion of TU 3, 6, 7 and 8 to 3 x 3 m block areas any additional features uncovered during the course of this excavation.
- Updated site records should be produced for Phase I and Phase II. The site record should include the testing/excavation, a summary of the results, and a new eligibility recommendation post-data recovery for the sites.

#### (4) Artifact Analysis

- All diagnostic artifacts shall be illustrated or digitally color photographed and mapped to maintain provenience.
- Analysis of data recovered should occur immediately following fieldwork. The consultant should conduct and/or subcontract laboratory analysis, e.g., lithic analysis; pollen analysis; starch analysis; faunal, macro-floral and micro-floral analysis, serum analysis; accelerator mass spectrometry radiocarbon; archaeomagnetic dating; dendrochronology; obsidian hydration; and other studies or analyses of materials obtained from the cultural excavation. Analysis should be consistent with the research and the analysis reported on in Gourley and Hall, 2014 and Gourley et al., 2020.
- The following summarizes the artifacts collected during Phase I data recovery effort that require analysis and integration into this Phase II final comprehensive report: 42WS3836, previously collected 32 artifacts (lithic debitage, lithic tools, and groundstone); 42WS4098, previously collected 21 artifacts (lithic debitage, lithic tools, groundstone, historic artifacts); 42WS5133, previously collected 29 artifacts (lithic debitage, lithic tools, groundstone, historic artifacts); 42WS5140, previously collected less than 50 artifacts (lithic debitage, lithic tools, and groundstone);and, 42WS5354,

previously collected 40 artifacts (lithic debitage, lithic tools, groundstone, historic artifacts).

(5) Produce a public project, this includes photographs and text that can be utilized to design interpretative kiosks at the proposed reservoir location that interprets the human history of the project area. Additionally, a public presentation should be created that can be used to give presentations to local schools, historical societies, and BLM brown bag sessions.

(6) Curation of all artifacts and archives recovered from Phase I and Phase II data recovery efforts will be curated at Southern Utah University Archeological Repository, however the PITU has requested curation of the artifacts and archives. During Phase I activities, an agreement was established with this facility. A formal letter is still required to be obtained from SUU, identifying that they will accept and store this collection. All artifacts, collected materials and archives will be prepared for curation according to acceptable standards as promulgated by the SUU Archeological Repository.

**d. Comprehensive Final Report (synthesize Phase I and Phase II efforts)**

At a minimum, Data Recovery Technical Reports accomplished under this contract include:

- (1) Title Page
- (2) Table of Contents
- (3) Abstract
- (4) Background
- (5) Cultural Resource Summary
- (6) Research Orientation
- (7) Description of Work Performed
  - (a) Results and Evaluation
  - (b) Recommendations
  - (c) Appendices
  - (d) Bibliography
  - (e) Maps
  - (f) Illustrations
  - (g) Tables
  - (h) Photographs
- (8) Results and Synthesis
- (9) References Cited

### **e. Submitting Reports**

The data recovery shall be completed within 60 days starting from the day after the pre-work meeting. A draft report and site records will be submitted to the WCWCD at least 60 days prior to the end of the contracting period. The WCWCD and BLM will provide comments on the draft report and site records to the Contractor within 15 calendar days. The Contractor will have the remaining contracting time (30 days) to submit the final report and all project materials as defined in IV(d). If the final report is found to be deficient in form or content, the WCWCD may return it for revision. Any additional costs incurred in producing an acceptable report shall be borne by the Contractor.

1. The Contractor shall prepare a report of the work accomplished under this contract and updated site forms for all five historic properties.
2. The Contractor shall submit an electronic version via external drive to the WCWCD and BLM for review.
3. The Contractor shall revise the draft report and site records, based on comments from the WCWCD and BLM, and submit final revised reports/records and other deliverables to the WCWCD.
  - (a) Submission of the final report to the WCWCD should be one single pdf/a for the entire report (cover letters, appendices, photos, maps, etc). The file should be labeled with the Antiquities Project Number with upper case (e.g. U17XX1234.pdf).
  - (b) Submission of the site files to the BLM. The updated site files require individual pdf/a files. The individual pdf/a needs entire UASF form and photos. These files should be labeled with the site number in uppercase letters with no leading zeros (e.g. 42WS123). All of the individual site pdf/a files should then be combined into a single zip file, labeled: projectnumber\_SiteForms (e.g. U17XX1234\_Siteforms.zip). Submission of site files also includes UASF tabular data, which would be one Excel worksheet with all of the project's sites on it. The spreadsheet contains 21 data points across 37 fields. A spreadsheet template is provided on the Utah State Historic Preservation website. The spreadsheet should be labeled PROJECTNUMBER\_tabular.xlsx (e.g. U17XX1234\_tabular.xlsx).
  - (c) The Contractor shall convert all corrected (.cor) GPS cultural resource site data files into ArcMap GIS program shapefiles utilizing Projected Coordinate System NAD\_1983\_UTM\_Zone\_12N. Minor spatial editing of GIS shapefiles shall be conducted as appropriate by or with input from the person who collects the data in the field. All data collection, conversion, and editing shall be conducted using parameters set by the County as determined through consultation with BLM. All GIS shapefiles (.dbf, .prj, .sbn, .sbx, .shp, .shx) shall be submitted as a deliverable with the final report. There should be one file for survey data, labeled: pPROJECTNUMBER (e.g. pU17XX1234). The site data should be combined into one file as well, labeled: sPROJECTNUMBER (e.g. sU17XX1234). The survey area and site spatial data should then be combined into a single zip file, labeled: projectnumber\_GIS.zip (U17XX1234\_GIS.zip).

**f. Safety Concerns**

Standard safety precautions for data recovery in rugged terrain and variable field conditions (temperature extremes, rugged terrain) are recommended. The Contractor should be aware that venomous reptiles may be present in the project area, and that field conditions require that sufficient water be carried to prevent dehydration and other heat-related problems. Vehicle access to designated parking/staging areas is primarily via unimproved two-track routes. Vehicles with four-wheel drive capabilities are required to negotiate some routes and it is recommended that each vehicle carry, at a minimum, a tow chain, two spare tires, and other basic survival type supplies and equipment. It is also possible that some aspects of construction of the reservoir and pipeline project may be taking place during data recovery activities.

**h. Other Concerns**

Although unlikely, if human remains or Native American Graves Protection and Repatriation Act (NAGPRA) objects are discovered during field work, the contractor shall notify the WCWCD and the BLM's Authorized Officer immediately and comply with any other applicable provisions of NAGPRA or Utah State Statutes. Inventory may continue in sites/areas not associated with the location of the human remains or objects.

**i. Future Use of Project Data**

Contractor may use the archaeological data resulting from this survey for future research purposes only under the following circumstances. Contractor agrees to provide a digital copy of any manuscripts, reports, and publications pertaining to the survey to the WCWCD and the BLM Archaeologist. Any manuscript prepared for possible publication will be submitted for review by the WCWCD and the BLM Archaeologist prior to publication. **Site nature and location information shall not be disclosed.** Any data pertaining to the nature and location of archaeological resources on BLM lands is protected data may not be made publically available under any circumstance without the written consent of the appropriate BLM official.

**j. BLM Personnel**

The BLM personnel engaged in this project are:

**Point of Contact**

Amber Van Alfen (Archeologist)  
Email: [avanalfen@blm.gov](mailto:avanalfen@blm.gov)  
Cell phone: 435-705-1551

Or

Dawna Ferris-Rowley  
Email: [d8ferris@blm.gov](mailto:d8ferris@blm.gov)  
Voice phone: (435) 688-3252

**VIII. Performance Period**

Work shall be performed between October 2020 and April 2021.

**IX. Acceptance of Work**

The BLM will provide written notification to the WCWCD that the final deliverables have been received

and are accepted.

## **X. Payment Schedule**

The Contractor shall be paid a firm-fixed price for the services performed under the contract with payments made as follows:

- (a) 35% payment upon completion of field work and archival research;
- (b) 35% payment upon delivery of draft final report including site forms and associated documentation; and
- (c) 30% payment upon acceptance of final Report and all other deliverables.

## **XI. Selection Criteria**

**Selection will be based on minimum standards of eligibility as outlined below and as scored on the outlined criteria. The successful contractor will be selected based on qualifications and then a cost proposal will be requested.**

### **To be determined eligible:**

- The Contractor shall be required to hold a valid BLM-Utah Cultural Resource Use Permit and all key personnel shall be listed on that permit; substitutions will not be allowed without written permission from the WCWCD.
- The selected contractor and Principal Investigator must hold a BLM Cultural Resource Use Permit for public lands in Utah for the project area and all Field Supervisors or be able to obtain the permit. The Principle Investigator must hold a Permit from the State of Utah. Work must be conducted by Cultural Resource Professionals, as defined in section VIII. A. of the Guidelines For Identifying Cultural Resources: Handbook H-8110 Bureau of Land Management, Utah (2002).
- The Principal Investigator must be able to obtain an Excavation Permit from the Utah Public Lands Policy Coordination Office and obtain a federal permit under the Archaeological Resources Protection Act (ARPA) for excavation, collection and intensive study of specific sites. Permit applications are available on line at:  
[http://www.blm.gov/ut/st/en/prog/more/cultural/archaeology/cultural\\_resource.html](http://www.blm.gov/ut/st/en/prog/more/cultural/archaeology/cultural_resource.html) and at  
<http://publiclands.utah.gov/archaeology/>.

The contractor must demonstrate evidence of completion of at least five (5) phase II relevant data recovery projects in Southern Utah, Southern Nevada and Northern Arizona in the past ten (10) years. These projects must include the project name, location, contracting agent, contact information, and the date for work performed.

The contractor must have at least ten (10) years of experience in conducting archaeological work in Southern Utah, Southern Nevada and Northern Arizona, including work for BLM and Utah SHPO requirements.

**The contractor must include a Statement of Qualifications addressing the following:**

**Contractors will be evaluated for selection based on the following criteria.**

**Firm Qualifications and Experience (25%)**

Statement of Qualifications must describe the firm's resources, special abilities and experience.

Statement of Qualifications must describe completion of at least five relevant phase II data recovery projects in Southern Utah, Southern Nevada and Northern Arizona in the past ten (10) years. These projects must include the project name, location, contracting agent, contact information, and the date for work performed. The proposal must include information for original contract date and cost versus final contract date and cost for phase II projects completed in the past 10 years.

**Work Performance (15%)**

Demonstrate the contractor's ability to complete the work (field work, reporting requirements, government standards, etc.) according to the standards outlined and in a timely manner and with established budgets.

Demonstrate the ability to coordinate data recovery work with complex utility projects.

Provide a schedule for completing the work within the required 180-day period.

**Key Project Personnel (30%)**

Provide an organization chart demonstrating the organizational structure for the individuals working on the project.

Provide the names of the key personnel who would be working on the project, their education, work history and qualifications, references, and the availability of their time available for the project. These individuals would include the Principle Investigator and Field Supervisors and any other pertinent personnel.

**Local Service (15%)**

Demonstrate the ability to provide for timely and personal local service to complete the project.

**References (15%)**

References. Provide at least five (5) references for relevant work including organization, contact person familiar with the work, address, phone number and email address.

**Statement of Qualifications must be submitted by **Monday, August 3, 2020 at 4:00 p.m.****

**Electronic copies of Statement of Qualifications are to be delivered to: Washington County Water Conservancy District, 533 East Waterworks Drive, St. George, UT 84770, or emailed to Corey Cram, [corey@wcvcd.org](mailto:corey@wcvcd.org)**

**Questions and additional information can be directed to Corey Cram, Associate General Manager at [corey@wcvcd.org](mailto:corey@wcvcd.org) or (435) 673-3617.**

