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May 18, 2021

Steven A. Ward  
Westech Engineering Inc.  
3841 Fairview Industrial Drive SE, Suite 100  
Salem, OR 97302

**Re: Cultural Resources Investigation for the Strong Heights Subdivision Development Project,  
Salem**

Dear Mr. Ward:

SWCA Environmental Consultants (SWCA) is pleased to provide the following scope of work submitted to Westech Engineering Inc., for the Strong Heights Subdivision Development Project for Tax Lot numbers 83W11A00100, 83W11A002000, and 83W11A00300, which are located along 2250 Old Strong Road SE in the city of Salem. The project encompasses approximately 4.46 acres of privately owned land in Section 11 of Township 8 South, Range 3 West; Section 2 of Township 8 South, Range 3 West; and Section 12 of Township 8 South, Range 3 West of the Willamette Meridian, in Marion County, Oregon.

Because the project area has potential to inadvertently discover significant cultural resources, it is recommended archaeological investigations are needed to test for the presence of archaeological resources. SWCA proposes the following tasks and accompanying cost estimate for an archaeological assessment in support of the project.

## **TASK 1: PROJECT MANAGEMENT**

SWCA will coordinate with the Westech Engineering Inc., to receive project materials, prepare invoicing, and transmit correspondence. SWCA will maintain project files to include necessary supporting materials as required. The Project Manager will monitor task performance, schedule, and budget; approve project expenses, and ensure that systems are in place to conduct quality assurance and quality control on deliverables and correspondence. The project manager will also work throughout the project to ensure that SWCA staff comply with all SWCA and the Westech safety policies for the project.

In addition, SWCA will provide ongoing consultation support as necessary throughout the project. This will include communications with the Oregon State Historic Preservation Office (SHPO), the Tribes (i.e., Confederated Tribes of Grand Ronde, Confederated Tribes of Siletz Indians, and Confederated Tribes of the Warm Springs Reservation of Oregon), the City of Salem, and other parties as authorized by Westech Engineering Inc.

**Deliverables:** None

**Schedule:** SWCA will provide project management for cultural resources consulting through the life of the project.

## **TASK 2: BACKGROUND RESEARCH, PERMITTING, AND NOTIFICATIONS**

Although the project is located on privately owned land, several previously recorded resources are located within and adjacent to the project area; therefore, an Oregon SHPO Archaeological Permit is required for the project. Per Oregon Revised Statutes [ORS] 390.235 and 358.920 a person may not excavate or alter a known archaeological site on public or private lands without first obtaining a permit issued by the State Historic Preservation Office (SHPO). The Project Manager will apply for this state-issued excavation permit from the Oregon SHPO as required by state statutes (Oregon Revised Statutes [ORS] 358.905 and 97.740) that protect archaeological sites, objects, and human remains on public lands in Oregon *prior* to the start of archaeological testing or monitoring. Excavation permit applications require up to 30 days following submission to SHPO for review.

Concurrent with the SHPO archaeological permit application, SWCA will contact the City of Salem and the Tribes (i.e., Confederated Tribes of Grand Ronde, Confederated Tribes of Siletz Indians, and Confederated Tribes of the Warm Springs Reservation of Oregon) to notify them of the project and inquire about potential concerns regarding cultural resources for this project as authorized by Westech Engineering.

Additionally, SWCA will conduct background research of the area to ascertain the degree of cultural resource sensitivity. This will include but is not limited to a search of the OARRA database and examination of historic GLOs and Topographic and archival aerial maps for the project area.

**Deliverables:** Permit application for submission to SHPO; contacting the City and Tribes with notification of the project.

**Schedule:** SWCA can begin the SHPO permit application and notification letters within one week of notice to proceed (NTP).

## **TASK 3: ARCHAEOLOGICAL SURVEY AND TESTING**

SWCA will conduct an archaeological survey in areas where ground-disturbing activities will occur to identify potential archaeological resources. The survey will include pedestrian walkover and subsurface shovel probes to test for the presence of potentially buried deposits. The pedestrian survey will involve archaeologists walking along transects spaced no more than 10 meters apart systematically examining the ground surface for archaeological materials. The pedestrian archaeological survey will conform to the current guidelines of the Oregon SHPO.

Up to 40 shovel probes will be excavated in unpaved areas with high potential for buried deposits where project-related ground-disturbance will occur. Shovel probes will measure 30-50 centimeters (cm) in diameter depending on depth and will extend to a minimum of 50 cm below surface (cmbs) and up to 200 cmbs using bucket augers if possible. Shovel probes will continue until two consecutive culturally sterile 10-cm levels are excavated, where possible. All soils will be screened through 1/4-inch hardware mesh and examined for the presence of artifacts.

Should archaeological materials be discovered, they will not be collected. Rather, to the extent possible, the artifacts will be identified as to type, material, function, and cultural and chronological association. All diagnostic materials will be photographed. Resources will be recorded on the appropriate SHPO resource form and according to SHPO guidelines. All cultural materials identified will be reburied in the location they were found. SWCA's cost estimate assumes that one archaeological resource will be encountered during the archaeological survey. If any intact deposits requiring evaluation or human remains are encountered, then an additional scope of work and budget will be required.

**Deliverables:** None

**Schedule:** Archaeological survey and testing can be scheduled upon approval and receipt of the SHPO Archaeological Permit.

#### **TASK 4: REPORTING**

Following the completion of Task 3 – Archaeological Survey and Testing, a report will be written by the Project Manager to evaluate the results of fieldwork. This report will be written as a requirement of the SHPO Archaeological Permit and according to SHPO standards. The report will include documentation of background research, methods and results of the field investigations, and conclusions and recommendations for further work. The report will include all necessary graphics (i.e., maps) and a resource form for up to one archaeological resource and up to one historic resource. Upon receipt of any comments on the draft report, SWCA will finalize all documentation into a final report for submission to SHPO using the SHPO-required Cover Sheet. SWCA will also submit copies of the final report to the City and Tribes as authorized by Westech Engineering.

**Deliverables:** Draft and Final report

**Schedule:** SWCA will begin drafting the report within two weeks of fieldwork. SWCA will provide a draft of the report for Westech Engineering to review. The final report incorporating Westech's comments or recommendations will be prepared and submitted to SHPO, the Tribes, and the City of Salem, on behalf of Westech Engineering.

#### **\*CONTINGENCY TASK 5: ARCHAEOLOGICAL SITE MONITORING**

If recommended by the City, SHPO, and Tribes that archaeological monitoring is necessary for the project, SWCA will conduct on-site monitoring during ground disturbing activities (e.g., subsurface excavation). As it is impossible to predict what level of monitoring will be recommended, if any, we are providing a daily monitoring rate here as a contingency task. An additional scope of work, or change order, will be prepared, and submitted promptly should monitoring be required for this project.

#### **\*CONTINGENCY TASK 6: CURATION**

Artifacts encountered during archaeological testing or monitoring may need to be collected per the SHPO Archaeological Permit requirements, the provenience of collected artifacts will be referenced to an established datum point. Any artifacts collected in the course of this project will be cataloged, described, and analyzed in SWCA's Portland laboratory using appropriate non-destructive techniques and protocols. The artifact catalog will be included in an appendix of the archaeological report prepared at the conclusion of this project. SWCA will send the Tribes (i.e., Confederated Tribes of Grand Ronde, Confederated Tribes of Siletz Indians, and Confederated Tribes of the Warm Springs Reservation of Oregon) a copy of the artifact catalog and they will be given time to review per archaeological permit requirements. The artifact assemblage and appropriate copies of all field notes and documentation will then be curated at the University of Oregon Museum of Natural and Cultural History (UO MNCH).

This contingency task cost estimate includes processing and preparing up to one box of artifacts for curation, if more than one box of artifacts requires curation the Project Manager will promptly submit a change order request.

**Deliverables:** Artifact catalog as appendix to monitoring memo and delivery of artifact catalog to the Tribes.

## ASSUMPTIONS

Our proposed cost and schedule are based on the following assumptions:

- Prior to the fieldwork, Westech will ensure that SWCA has the most recent engineering plan maps showing the location and extent of the project, as well as any additional descriptive information and design drawings that show the extent of trenching, grading, or other ground disturbance associated with the project.
- One archaeological permit will be obtained through Oregon SHPO.
- Up to one archaeological resource (site) will be recorded.
- One round of report and memo revisions will occur.
- The curation contingency task assumes that up to one archival box (up to one cubic feet of material) will be submitted to the University of Oregon Museum of Natural and Cultural History for the entire project. If additional materials require curation, a change order will be submitted.

## COST ESTIMATE

SWCA proposes to complete the amended scope of work detailed above for the costs provided in the table below. We propose to conduct Tasks 1, 2, 3, and 4 (Project Management, Background Research, Permitting, and Notification, Archaeological Survey and Testing, and Reporting) on a time-and-materials, not-to-exceed (NTE) basis. Our total proposed cost for these tasks is \$13,575.

If archaeological monitoring is deemed necessary based on the results of the archaeological testing and as per SHPO permit requirements, Contingency Task 5 (Archaeological Monitoring) will be required. Additionally, in the event of identifying archaeological resources, curation may be required as described in Contingency Task 6 (Curation). We propose to conduct these contingency tasks on a time-and-materials, NTE basis. Our proposed cost including all tasks and contingency tasks is \$16,612.

TASK	NTE AMOUNT
1. Project Management	\$1,014
2. Background Research, Permitting, and Notifications	\$3,120
3. Archaeological Survey and Testing	\$3,963
4. Reporting	\$5,478
*5. Archaeological Monitoring – Daily Rate	\$1,150
*6. Curation	\$1,887
<b>Total</b>	<b>\$13,575</b>
<b>*Total</b>	<b>*\$16,612</b>

\*Contingency Tasks: If it is necessary to conduct archaeological monitoring or if archaeological resources are identified during testing or monitoring.

Thank you for the opportunity to submit this proposal. Please do not hesitate to contact me by email at [amira.ainis@swca.com](mailto:amira.ainis@swca.com) or on my cell phone at (626)529-6030 if you have questions.

Sincerely,

*Amira Ainis*

Amira Ainis, Ph.D, RPA  
Principal Investigator and Project Manager