



Central Klickitat Conservation District

1107 S. Columbus Ave. – Goldendale, WA 98620 - Phone (509) 773-5823 ext. 5 – Fax (509) 773-6046

*Professional Archaeologist
Request for Qualifications*

Statements of Qualifications due June 16, 2017

May 15, 2017

Organizational Background: Central Klickitat Conservation District (CKCD) has been serving landowners and residents with natural resource conservation since 1946. Our mission is “to improve, conserve and promote the wise use of natural resources by serving citizens within the CKCD through education, public information, technical advice, and financial assistance.” We remain dedicated to this mission and work hard to make technical and financial assistance available to landowners within the District.

General Information: Central Klickitat Conservation District will conduct watershed enhancement projects at a number of sites within the Little Klickitat and Swale Creek basins. Because these activities may be ground-disturbing, CKCD’s funding source is requiring cultural resource surveys and reports for specific project locations.

Compliance with archaeological resources requires the [hiring of a professional](#) archaeologist who meets the [federal standards of the Secretary of the Interior](#) and State Law. WA Department of Historic Preservation (DAHP) has developed a set of guidelines ([Washington State Standards for Cultural Resource Reporting](#)) which outlines how to conduct the archaeological survey and inventory process. The guide is intended to explain survey standards and expectations and provides direction for professionals preparing and submitting Archaeology Site Inventory Forms and the survey reports that accompany them. Be aware that these guidelines do not set or interpret any policies, regulations, or permit requirements of any other public agency. For survey projects tied to federal, state, or local laws, these guidelines provide only technical information about the survey and inventory process and completion of related reports.

Minimum Qualifications:

Federal Regulations: 36CFR Part 61

Archaeology:

The minimum professional qualifications in archeology are a graduate degree in archeology, anthropology, or closely related field plus:

1. At least one year of full-time professional experience or equivalent specialized training in archeological research, administration or management;
2. At least four months of supervised field and analytic experience in general North American archeology, and
3. Demonstrated ability to carry research to completion.
4. In addition to these minimum qualifications, a professional in prehistoric archeology shall have at least one year of full-time professional experience at a supervisory level in the study of archeological resources of the prehistoric period. A professional in historic archeology shall have at least one year of full-time professional experience at a supervisory level in the study of archeological resources of the historic period.

RCW 27.53.030

(11) "Professional archaeologist" means a person with qualifications meeting the federal secretary of the interior's standards for a professional archaeologist. Archaeologists not meeting this standard may be conditionally employed by working under the supervision of a professional archaeologist for a period of four years provided the employee is pursuing qualifications necessary to meet the federal secretary of the interior's standards for a professional archaeologist. During this four-year period, the professional archaeologist is responsible for all findings. The four-year period is not subject to renewal.

Report Parameters: The report produced by the contractor must meet DAHP's Cultural Resources Reporting Standards, found here:

http://www.dahp.wa.gov/sites/default/files/External%20FINAL_0.

Essential inclusions in the report are:

- [A CR Report Cover Sheet](#)
- A letter and map (showing project area) asking for DAHP to concur with the Area of Potential Effect (APE) for the project/undertaking.
- A letter asking for DAHP to concur with the federal agency's determinations of Eligibility and/or Effect. The agency should make its own determinations and not ask DAHP to make the initial evaluation.
- A Cultural Resource Survey Report
- A copy of the CR Report saved as a PDF
- Appropriate Archaeological Site Forms

- National Register forms used for Determination of Eligibility of Archaeological sites (as needed)

Statements of Qualifications (SOQs): All SOQs are due *in hand* by 3:00 pm on Friday, June 16th, 2017 to the Central Klickitat Conservation District office. Incomplete or late SOQ's will not be accepted. A complete SOQ will demonstrate how the candidate meets the minimum qualifications outlined above. Please include three professional references and a typical fee schedule for services. SOQs must not exceed 10 pages (or 5 pages double-sided) and may be accepted in electronic or hard-copy format.

SOQs may be delivered by hand, UPS, FedEx or USPS to:

Central Klickitat Conservation District
Attn: Loren Meagher
1107 South Columbus Avenue
Goldendale, WA 98620

Or delivered by email to:

LM@ckcd.org

CKCD is not liable for any cost incurred by prospective consultants in the preparation or presentation of materials.

Project Contact: Questions shall be directed to Loren Meagher, P.E., at (509) 773-5823, ext. 111 or emailed to: LM@ckcd.org