

Request for Proposals

Phase II Archaeology Survey

Morrison County Historical Society

Release Date: March 13

Contact: Mike Worcester, Executive Director

Phone: 320-632-4007

Email: mocohistory@gmail.com

Submission Deadline: April 17

Introduction

The Morrison County Historical Society (MCHS) is seeking bids from qualified firms to conduct a Phase II Archaeology Survey *on a portion* of its property at 2151 South Lindbergh Drive, Little Falls, MN. This survey is part of an overall project to stabilize our streambank along the Mississippi River and is being required by the Army Corps of Engineers as a part of the project's permitting process.

An aerial map of the affected property is attached to the end of this document.

History of MCHS and Weyerhaeuser Museum Property

MCHS was founded in 1936 in order to preserve and share the history of Morrison County, Minnesota. The organization built The Charles A. Weyerhaeuser Memorial Museum at 2151 Lindbergh Drive South, Little Falls, MN, in 1974-75 to serve as the home for its collections, exhibits, and programming.

The museum property is on a high bank overlooking the confluence of the Mississippi River and Pike Creek. Museum staff have heard stories of Native American uses of the land, with the Smuda family, whose property is west of the museum, finding projectile points on their property. In speaking to Terry Kemper, the Tribal Historic Preservation Officer with the Mille Lacs Band of Ojibwe, the confluence of two rivers is an important site to the Anishinaabeg. This site may have included burials, particularly near the base of the overlook on the south end of the property, near the Pike Creek outlet.

The Weyerhaeuser Museum property is immediately south of the Charles A. Lindbergh House and Museum, which is owned by the Minnesota Historical Society. The Lindbergh property and Weyerhaeuser Museum property are part of an identified archaeological site, #20-MO-0120 – "Lindbergh Farm."

Before the museum building was constructed, no archeological survey was done on the site. This past summer a Phase I survey was conducted on the property. A copy of that report is available for review to any bidder.

Scope of Services

Please provide an all-inclusive bid to conduct a Phase II archaeological survey *on the portion* of The Charles A. Weyerhaeuser Memorial Museum property at 2151 South Lindbergh Drive, Little Falls, MN, as detailed on the attached document provided by the Army Corps (highlighted in red).

The property boundaries are the Charles A. Lindbergh House & Museum property to the north, the Mississippi River to the east, Pike Creek to the south, and Lindbergh Drive to the west. The property is 4 acres.

The property description is as follows:

- District: Little Falls West - #482-HRA
- Brief Tax Description: Searle's Outlots, Lots 001-006
- Map link:

<https://beacon.schneidercorp.com/Application.aspx?AppID=104&LayerID=1435&PageTypeID=1&PageID=949&KeyValue=491107016>

The final product will consist of a technical report summarizing the consulting work performed. The report will detail the results of all survey findings and summarize all recommendations. Copies of the report are to be submitted to the Morrison County Historical Society, the Tribal Historic Preservation Office of the Mille Lacs Band of Ojibwe, and the Minnesota Office of the State Archaeologist.

- The Principal Investigator for the survey must meet the professional qualifications of the U.S. Secretary of the Interior for archaeology.
- In conducting the survey, the archaeology contractor is required to follow The State Archaeologist's Survey Manual from the Minnesota Office of the State Archaeologist for Phase I archaeological survey methodologies.
https://mn.gov/admin/assets/OSAManual_tcm36-186982.pdf
- The contractor is also required to work with the Tribal Historic Preservation Office of the Mille Lacs Band of Ojibwe on the project in order to provide historical context for the findings of the survey from the Ojibwe perspective. This context should appear in the final technical report of the survey findings.

Instructions to Proposers

Proposals must be in writing and must be received by **4:00 p.m. CST on Wednesday, April 17, 2024**. All proposals, questions, and correspondence should be directed to Mike Worcester, Morrison County Historical Society - mocohistory@gmail.com. In order to ensure a fair review and selection process, firms submitting proposals are prohibited from contacting any other organization members regarding these proposals.

Address or deliver proposals to the Morrison County Historical Society, Attn: Archeological Survey, 2151 South Lindbergh Drive, PO Box 239, Little Falls, MN 56345.

Site visits can be scheduled by calling 320-632-4007.

Statement of Content of RFP

A proposal must contain the following within no more than 15 pages:

- Title page (Name, address, phone, contact person, date)
- Table of contents
- Statement of the proposal work (work, timetable, availability)
- Consultant's or firm's profile, history, and experience, including client references
- Resumes of key staff demonstrating how they meet professional qualification standards
- Fees and method of payment
- Any other information deemed helpful in demonstrating the proposer's ability to successfully complete the project

Proposal Evaluation

Proposals will be evaluated on a best value basis, with a committee evaluating proposals on the qualifications of the contractor (15 points out of 100), their success in completing previous projects in a timely fashion to the standards of the Minnesota Office of the State Archaeologist and the Secretary of the Interior's Standards and Guidelines (25 points), the completeness of submitted proposals (15 points), the nature of the involvement of the Mille Lacs Band of Ojibwe (25 points), and cost (20 points).

Agreement Terms

1. All work on the Phase II Archeological Survey, including the final technical report, is required to be completed and submitted to the Morrison County Historical Society, the Tribal Historic Preservation Office of the Mille Lacs Band of Ojibwe, and the Minnesota Office of the State Archaeologist by **August 1, 2024**.
2. The archaeological contractor (hereafter, "contractor") must provide a current Certificate of Liability to the Morrison County Historical Society (hereafter, "MCHS").
3. Contractor is responsible for calling in utility locate requests to Gopher State One Call and coordinating with MCHS staff on location of private lines.
4. Any artifacts found as part of the survey are to be turned over to the Morrison County Historical Society for curation, after they have been processed and identified by the contractor.
5. The contractor must clean up shovel test pits created as part of this survey, including replacing sod that has been removed.
6. The contractor must take measures to mark shovel test pits and other areas of work in such a way that they are visible and take other applicable safety measures as needed.
7. The contractor agrees that all work shall be performed as approved or authorized by MCHS and that the contractor will cooperate and work in accordance with direction received from MCHS during the project.

8. Contractor will coordinate with MCHS staff for public visitation to view the work in progress as a part of MCHS educational efforts. All visitation events will be conducted under the supervision of MCHS staff.
9. MCHS shall not be held liable for any pre-contractual expenses incurred by the archaeology contractor. Such pre-contractual expenses include preparing the proposal, submitting it to MCHS, performing a site visit in preparation for the proposal, negotiating with MCHS on any matter related to this proposal, or any other expenses incurred by the contractor prior to an executed agreement.
10. MCHS reserves the right to withdraw this RFP at any time without prior notice. MCHS makes no representations that any agreement will be awarded to any contractor responding to this RFP.
11. MCHS expressly reserves the right to postpone reviewing the proposals for its own convenience and to reject any and all proposals responding to this RFP without indicating any reasons for such rejections.
12. MCHS reserves the right to reject any or all proposals submitted. MCHS may deem it necessary to interview applications and reserves the right to interview as part of the selection process. Any contract awarded for these archaeology contractor engagements will be made with the contractor who, in the opinion of MCHS, is best qualified.
13. Proposals that fail to provide sufficient information or assurances of performance or to comply with the requirements and conditions of the RFP will not be given further consideration.
14. Any contract to be awarded as a result of this RFP will be awarded without discrimination based on race, color, national origin, religion, gender identity, affectional orientation, marital status, political affiliation, disability, or age.
15. The contractor's proposal shall be no more than 15 pages, excluding a cover letter, dividers, and certificates. The RFP will not be counted if included in the proposal.
16. The contractor shall be required to comply with all federal, state, and local laws and ordinances applicable to the work. This includes compliance with prevailing wage rates.
17. The contractor's relationship to MCHS in the performances of the Phase II archaeology survey is that of an independent contractor. The personnel performing said survey shall at all times be under the contractor's exclusive direction and control. The contractor shall pay all wages, salaries and other amounts due to their employees in connection with the performance of said survey and shall be responsible for all employee reports and obligations, including, but not necessarily limited to social security, income tax withholding, unemployment compensation, and Worker's Compensation.

Timetable

- Release of RFP: March 13
- Proposals Due: April 17 at 4 p.m. CST
- Interviews of Contractors (if deemed necessary by staff): April 18 – 25, 2024
- Decision on Proposals: By April 26, 2024
- Field work to be scheduled between May 1 and June 30, 2024 (dependent on weather).
- Final Technical Report Due: August 1, 2024

Other Information

Payment: The archaeology contractor will invoice the Morrison County Historical Society for work performed on the Phase II archaeology survey once the final technical report has been completed and submitted. In accordance with IRS rules regarding contractors, the archaeology contractor will provide MCHS with a completed IRS W-9 form prior to submitting an invoice.

Map location of 2151 Lindbergh Drive South.

45°57'15.0"N 94°23'24.9"W



Aerial map of Morrison County Historical Society property
at 2151 Lindbergh Drive South.

Property ID # 49.1107.016





DEPARTMENT OF THE ARMY
ST. PAUL DISTRICT, CORPS OF ENGINEERS
332 MINNESOTA STREET
ST. PAUL, MN 55101

Regulatory File No. 2023-00448-BCB

Mr. Mike Worcester
Executive Director
Morrison County Historical Society
2151 South Lindbergh Drive
Little Falls, MN 56345

Dear Mr. Worcester:

The St. Paul District, U.S. Army Corps of Engineers (Corps) is evaluating your application for a Department of the Army (DA) permit to discharge fill material into waters of the United States (WoUS) in conjunction with your proposal to restore a section of stream bank along the Mississippi River on Morrison County Historical Society (MCHS) property (MCHS Streambank Restoration Project, or Project). The Project is in Section 25, Township 129 North, Range 30 West in the City of Little Falls, Morrison County, Minnesota.

The Corps is evaluating your proposal under both Section 404 of the Clean Water Act, due to proposed fill of 0.03 acre in the Mississippi River, and Section 10 of the Rivers and Harbors Act, as the Mississippi River is designated a Section 10 waterway. The Corps has a statutory responsibility to consider the effects of our actions, including permit decisions, on historic properties such as buildings, structures, archaeological sites, or objects pursuant the National Historic Preservation Act of 1966 (Public Law 89-665), as amended.

Our permit area, or the scope of our review, includes the locations of the regulated activities and the adjacent upland areas of proposed ground disturbance directly associated with those activities. Our permit area is generally coincident with the "grading limits" on top of slope, shown in red on the attached Figure 1. Please note that, should the grading limits be expanded, our permit area will expand accordingly. Our APE is the area where regulated activities may directly or indirectly alter the character or use of an historic property if such properties exist. We base the APE for regulatory undertakings on the effects that would result from the regulated activities in the permit area. The permit area is the direct effect portion of the APE. Given that regulated activities for this Project (placement of restoration elements on the streambank and below the ordinary high-water mark and grading at the top of the streambank) will not introduce new above-ground elements that would otherwise cause indirect effects, such as a change to setting, we will not require survey to identify above-grade historic properties. However, we will consider archaeological resources during the proposal evaluation.

We understand that MCHS voluntarily sponsored a Phase I archaeological investigation for the Project. We reviewed the report prepared by McFarlane Consulting (Cummings 2024) documenting site 21MO0120 and find the report adequate. We agree that an additional field investigation, or Phase II archaeological evaluation (or testing), is necessary to understand if site 21MO0120 is eligible for inclusion on the National Register of Historic Places (NRHP). Similar information is also required for us to complete our historic property effects finding for the proposed undertaking. However, we only require Phase II work within the permit area noted on

Figure 1. You must ensure the Phase II archaeological evaluation is completed in the permit area by a qualified archaeologist that meets the Secretary of the Interior's professional qualification standards (36 CFR Part 61, Appendix A). Note that the goal of the required Phase II evaluation is to characterize the integrity and information potential of archaeological deposits within the permit area, but not assess the NRHP eligibility of site 21CA0120 as whole.

We will consult with the State Historic Preservation Office (SHPO) and any other consulting parties as appropriate on the results of the investigation and our effects finding. Please be advised if the Phase II evaluation work identifies significant and intact archaeological deposits, you will need to assess opportunities to avoid and minimize effects to this portion of site 21CA0120. If you cannot avoid adverse effects, we will work with consulting parties to resolve adverse effects. We must conclude the Section 106 process before making a final decision on your permit application.

Once you complete the Phase II archaeological evaluation, please submit a .pdf copy of the report to our office for review. If you have any questions, please contact me at (651) 290-5725 or michael.j.madson@usace.army.mil. For any project-related questions, contact Ben Bejcek at (651) 290-5534 or benjamin.c.bejcek@usace.army.mil. In any correspondence or inquiries, please refer to the Regulatory file number shown above.

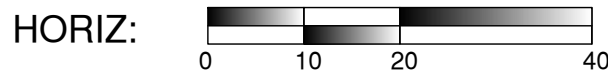
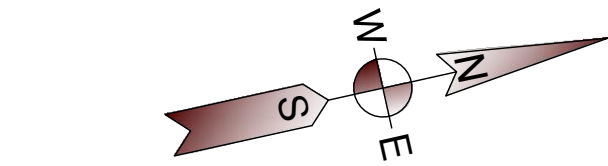
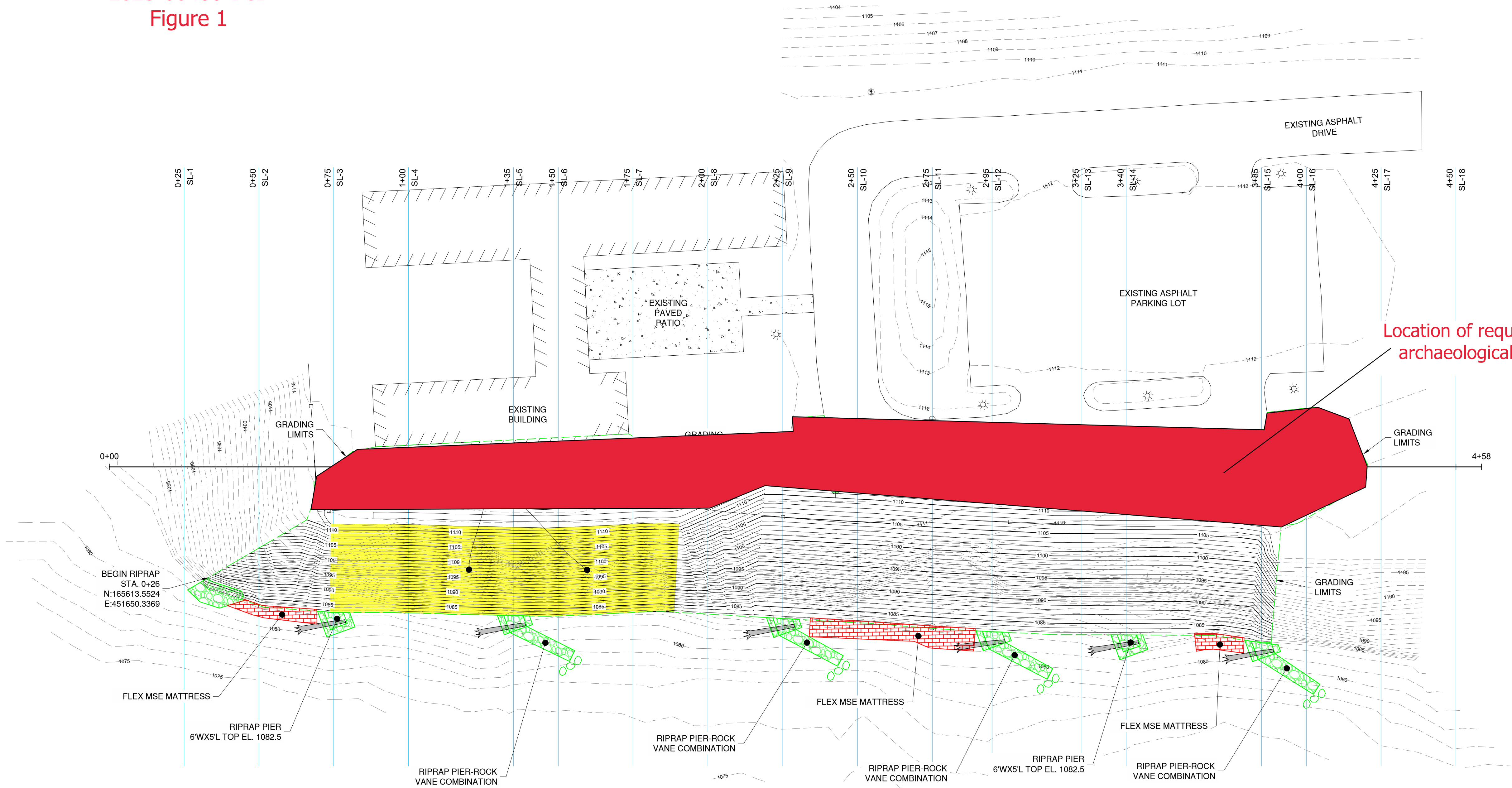
Sincerely,

Michael Madson

Michael Madson, MS
Archaeologist

Enclosures (Figure)
Electronic copy furnished
Ben Bejcek, Regulatory Specialist, USACE
Andy Chambers, Lead Project Manager, USACE
Roger Clay, Senior Engineer, roger.clay@ulteig.com

DOT PROJECT NO.	REVISION NO.	SHEET NO.
	#### ####	4A



MINNESOTA DOT: MORRISON
COUNTY, US FOOT

This document
is preliminary
and not for
construction or
implementation
purposes.

PRELIMINARY DESIGN
SHORELINE
RESTORATION



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St. Paul, Minnesota 55126
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We listen. We solve.™

PLAN VIEW

MORRISON COUNTY HISTORICAL
SOCIETY STREAMBANK
RESTORATION

DRAWN BY:M. JOOS

CHECKED BY:R. CLAY

APPROVED BY:T.B.D.

DATE: JAN, 10, 2023 | UEI PROJ. NO: 22.11615

- NOTES:
1. MAXIMUM LOG LENGTH OF 15'
 2. TOP OF LOG SHALL BE PLACED 1' BELOW TOP OF RIP-RAP
 3. STATION LOCATIONS FOR PIER-ROCK VANE STRUCTURES AND FOR PIER ONLY STRUCTURES MAY BE ADJUSTED AT THE TIME OF CONSTRUCTION WITH THE EXCEPTION OF THE PIER-ROCK VANE COMBINATION STRUCTURE AT STATION 3+85