

RESOLUTION NO. 2013 - 155

A RESOLUTION BY THE BOARD OF COUNTY COMMISSIONERS OF ST. JOHNS COUNTY, FLORIDA, AUTHORIZING THE COUNTY ADMINISTRATOR, OR DESIGNEE, TO EXECUTE A CONTRACT FOR THE WILLIAM BARTRAM SCENIC AND HISTORIC HIGHWAY – NORTHWEST HISTORICAL ANALYSIS PROJECT.

RECITALS

WHEREAS, the County desires to enter into a contract with Brockington, Cultural Resources Consulting firm for the William Bartram Scenic and Historic Highway – Northwest Historical Analysis project, which includes updates to the 32 Master Site file forms, creation of lesson plans, video of William Bartram life's story and Florida Frontier radio scripts, and

WHEREAS, the project is being funded by the Federal Highway Administrations National Scenic Byway Grant Program and St Johns County; and

WHEREAS, the County has reviewed the terms, provisions, conditions and requirements of the attached contract and finds that accepting this contract serves a public purpose.

NOW, THEREFORE BE IT RESOLVED BY THE BOARD OF COUNTY COMMISSIONERS OF ST. JOHNS COUNTY, FLORIDA, as follows:

Section 1. The above Recitals are incorporated by reference into the body of this Resolution and such Recitals are adopted as finds of fact.

Section 2. The County Administrator, or designee, is hereby authorized to enter into contract with Brockington, Cultural Resources Consulting firm.

Section 3. The County Administrator, or designee, is further authorized to execute a contract with Brockington, Cultural Resources Consulting firm on behalf of the County for the William Bartram Scenic and Historic Highway – Northwest Historical Analysis project.

Section 4. To the extent that there are typographical and/or administrative errors that do not change the tone, tenor, or concept of this Resolution, then this Resolution may be revised without subsequent approval by the Board of County Commissioners.

PASSED AND ADOPTED by the Board of County Commissioners of St. Johns County, Florida, this 16 day of July, 2013.

ATTEST: Cheryl Strickland, Clerk

By: Pam Halterman
Deputy Clerk

BOARD OF COUNTY COMMISSIONERS OF ST. JOHNS COUNTY, FLORIDA

By: [Signature]
John H Morris, Chairman

RENDITION DATE 7/18/13



ATTACHMENT II
(Brockington Cost Estimate)

St. Johns County
William Bartram Scenic and Historic Highway Historical Studies
RFQ #13-11
NW St. Johns County Regional History
January 3, 2013

PRODUCT BUDGET

Project Task	Project Costs
Consultations and Meetings <i>including project kickoff meeting, presentation meetings, and project management for defined tasks</i>	\$4,152.00
Background Research <i>including archival and oral history research to develop the historic context for NW St. Johns County and specific property tract studies for 32 selected buildings</i>	\$8,280.00
Field Investigation <i>including review of FL Master Site Files and architectural survey and assessment for NRHP eligibility of 32 selected buildings and buildings that met the 50 year age requirement after 2001</i>	\$4,400.00
Report Preparation <i>including development of the historical narrative of NW St. Johns County, results of the architectural survey, production of the final report, and preparation of survey cards and submittals for FL DHR (SHPO)</i>	\$14,184.00
Support Costs <i>including meals and lodging, vehicle rental, and production of five (5) hard copies and four (4) copies on CD of the final report</i>	\$5,437.89
Project Total (Lump Sum)	\$36,453.89

St. Johns County
William Bartram Scenic and Historic Highway Historical Studies
RFQ #13-11
William Bartram Scenic and Historic Highway – Historical Video
January 3, 2013

PRODUCT BUDGET

Project Task	Project Costs
Consultations and Meetings <i>including project kickoff meeting, review meetings, project updates, and project management</i>	\$6,128.00
Video development <i>including background research about the life and work of William Bartram, script writing, and B-roll video footage production</i>	\$11,528.00
Video Design <i>including video logging, editing, production of rough cut, fees for voice actors and music, and final production of a 10 minute video</i>	\$7,000.0
Support Costs <i>including meals and lodging, vehicle and equipment rental, and production of 100 copies of the final video</i>	\$4,564.40
Project Total (Lump Sum)	\$29,220.40

St. Johns County
William Bartram Scenic and Historic Highway Historical Studies
RFQ #13-11
Florida Frontiers Weekly Radio Magazine
January 3, 2013

PRODUCT BUDGET

Project Task	Project Costs
Consultations and Meetings <i>including project kickoff meeting and coordination with Florida Frontiers (FHS), WBSIHH and SJC to select projects for the program</i>	\$2,004.00
Background Research <i>including identifying potential interviewees and locating archival information</i>	\$1,104.00
Report Preparation <i>including preparation of six (6) program abstracts for FHS</i>	\$2,064.00
Support Costs <i>including meals and lodging, vehicle rental, and production of five (5) hard copies and five (5) copies on CD of the program write-ups</i>	\$579.93
Project Total (Lump Sum)	\$5,751.93

Statement of Qualifications for William Bartram Scenic and Historic Highway Historical Studies

Revised Statement of Qualifications for Northwest St. John's
County Lesson Plans

Prepared for

St. Johns County, Florida Board of County Commissioners
RFQ #13-11

April 22, 2013

Submitted to

Vicki Renna
Principal Planner
St. Johns County Long Range Planning Division
4020 Lewis Speedway
St. Augustine, Florida 32095

Submitted by

Brockington and Associates, Inc.
4446-1A Hendricks Avenue, Suite 390
Jacksonville, Florida 32207
Telephone: (904) 356-4385
www.brockington.org

Prepared by

Meg Moughan
megmoughan@brockington.org

Brockington and Associates, Inc.

Atlanta • Charleston • Elizabethtown
Jackson • Jacksonville • Pensacola • Savannah

Introduction

Brockington and Associates, Inc. (Brockington) is pleased to submit this revised proposal for the creation of a series of lesson plans designed to enhance students' understanding of the history of Northwest St. Johns County. On March 12, 2013, Brockington and Associates, Inc., team members Jeff Gardner and Meg Moughan attended a meeting with representatives from the St. Johns County School District, Board of County Commissioners, and the William Bartram Scenic and Historic Highway Management Council. The purpose of the meeting was to discuss the overall project requirements, set out the number of lesson plans to be developed, and to focus and establish learning goals for the lessons. The revisions to the Northwest St. Johns County Lesson Plans project are contained herein and shall replace the information contained in Section 3.2 of our original statement of qualifications dated November 1, 2012.

3.2 Northwest St. Johns County Lesson Plans

Project Approach

The History Workshop proposes to develop a series of lesson plans designed to enhance students' understanding of the history of Northwest St. Johns County. In Florida, American history is taught primarily in Grades 2, 4, 5, 8, and 9-12. In teaching, Florida educators utilize both the Common Core State Standards and the Sunshine State Standards. Both sets of standards require that students demonstrate an ability to synthesize information across disciplines; in this way, students might analyze historical documents in an English or geography class. The History Workshop proposes to design a series of lesson plans that address local history and Common Core and Sunshine State standards, that cross disciplines, and that reach a range of academic grades. We will prepare a local history lesson plan for Grade 4, design a sample PARCC assessment for Grade 7 English teachers, and prepare a lesson plan for the Advanced Placement (AP) Human Geography class. Finally, the History Workshop will prepare a general Teachers' Guide for use in teaching the history of Northwest St. John's County.

The History Workshop project manager will oversee all aspects of the Northwest St. Johns County Lesson Plans project and will be the point of contact for the County. The project manager will attend one (1) meeting with the representatives from the County, WBSH, and other stakeholders. The project manager can be available for other meetings as necessary via teleconference or Skype and will be available by telephone or email during regular business hours, Monday through Friday from 8:30 am until 5:00 pm EST. The project manager will provide regular electronic updates to the client regarding project progress.

The History Workshop project manager will develop a project schedule and submit it to the client for review and approval. The project manager will be responsible for ensuring the timely and successful completion of all aspects of the project.

The Northwest St. Johns County Lesson Plans project will be comprised of four units. Each is described below.

Project Description

1. Grade 4 Social Studies Lesson Plan

In Grade 4, students explore the history of American Indian culture, the arrival of Europeans in the New World, and the evolution of American history and culture from the colonial period to the present day.

We will develop lesson plan content and activities around the nine Sunshine State Standards for the teaching of American history. The lesson plan will help build vocabulary and reading skills and encourage students to analyze, evaluate, and synthesize information. The lesson plan content will identify the relevant Sunshine State Standard(s), set out learning goals and objectives, and will include a supply list, a teaching strategy, activity sheets, answer keys, and a list of additional resources.

2. Grade 7 Sample PARCC Assessment for English Language Arts/Literacy

Florida is the lead state in a consortium that is developing and implementing new assessments for Common Core standards known as PARCC (Partnership for Assessment of Readiness for College and Careers). We will develop a sample PARCC Assessment that will be used in the Grade 7 English curriculum. Students are required to be tested on their understanding of informational texts and their ability to synthesize different types of factual sources (including digital media). The PARCC Assessment in English Language Arts/Literacy is intended to measure whether students can read and comprehend complex literary and informational text, and can then analyze and write about the text. PARCC requires students to gather information from a single or multiple texts they have read and use that information to develop the writing they do for the assessment. We will develop a sample assessment that introduces multiple historical texts, archival sources, visual images, and other sources (such as oral histories). The sample assessment will include a variety of questions and exercises that will require students to integrate sources, analyze arguments, draw conclusions, and draft their own essays that are supported by textual evidence. Seventh grade students will use primary and secondary source materials on the history of St. Johns County. In creating this, we will draw from the historical narrative developed during the historical studies phase of this project. We will also develop this lesson plan around the English/Language Arts Sunshine State Standard: Reading Standards for Informational Text, Clusters 1 - 4.

3. Grade 11 AP Human Geography Lesson Plan

As stated in the College Board's AP Human Geography course description, the purpose of the class is to "introduce students to the systematic study of patterns and processes that have shaped human understanding, use, and alteration of the Earth's surface. Students employ spatial concepts and landscape analysis to examine social organization and its environmental consequences" (The College Board 2007). Through the course, students develop skills that enable them to utilize maps and analyze spatial data; to recognize and interpret patterns of change; and to understand how different cultural, social, economic factors work together to create cultural landscapes. Topics of study include geography; population theory; cultural patterns and processes; political organization of space, agricultural and rural land use; industrialization and economic development; and cities and urban land use. This course is particularly suited to Brockington and Associates, Inc., and in creating this lesson plan we will draw upon our expertise in conducting archaeology and architecture surveys and GIS and data mapping to create a challenging and innovative educational product. Using the history of Northwest St. Johns County as the focal point, we will create a lesson plan that incorporates the historical narrative developed during the historical studies phase of this project; the architectural survey of Northwest St. Johns County, oral histories, maps, visual images, and GIS data. While an AP course is somewhat less tied to Common Core and Sunshine State Standards, we will reference relevant standards including those that fall under the Geography strand of the Social Studies Sunshine State Standard.

4. Comprehensive Teacher's Guide

The History Workshop will use the historical narrative developed during the historical studies phase of this project as the basis for the Teacher's Guide background information; the study also will be a resource for selecting subjects for the lesson plans. The Teacher's Guide will provide educators with all of the information they need to teach the accompanying lesson plans including historical background information, useable historical pictures, and information about other relevant resources.

The following presents a summary of all of the tasks associated with the development of the Northwest St. Johns County Lesson Plans.

Project Tasks

- The History Workshop project manager will review the State of Florida curriculum standards and identify specific Sunshine State and Common Core standards the lesson plans will address.
- The History Workshop project manager will review the historical narrative developed during the historical studies phase of the project to identify specific subjects for the lesson plans.
- The History Workshop project manager will use the historical study as the basis for the Teacher's Guide that will accompany the lesson plans.
- The History Workshop will develop an outline of concepts for each lesson plan that sets out preliminary student learning objectives and lesson strategy and structure. The outline will be provided to the client and its designated stakeholders for review and comment. The lesson plans will identify the relevant Sunshine State Standards, set out learning goals and objectives, and will include a supply list, a teaching strategy, activity sheets, answer keys, and a list of additional resources.
- At this time, the History Workshop can meet with the client to review and discuss the outline.
- Upon acceptance of the outline, the History Workshop will develop a draft of the Teacher's Guide and the accompanying lesson plans and submit the document to the client for review. The project manager can meet with the client to review the draft lessons.
- The History Workshop will address all client comments to the draft and prepare a final document.
- The final Teacher's Guide and lesson plans will be prepared in PDF format and delivered to the client on disk (maximum of 25 copies). This will permit easy upload of the lessons to the Web if desired.

Project Deliverables

Teacher's Guide and Lesson Plans on CD (maximum 25 disk copies)

Project Timeline

Brockington has provided a preliminary schedule with anticipated project tasks and completion dates in Table 1.

Project Schedule for the Northwest St. Johns County Lesson Plans.

Project Task	Week Completed (from NTP)
Consultant selection notification	NTP
Background research complete	Week 16
Outline of lesson plans completed	Week 20
Lesson plan drafts completed	Week 28
Final lesson plans completed	Week 40

St. Johns County
William Bartram Scenic and Historic Highway Historical Studies
RFQ #13-11
NW St. Johns County Lesson Plans
April 22, 2013

REVISED PROJECT BUDGET

Project Task	Project Costs
Consultations and Meetings <i>including project review meeting, project updates, and project management</i>	\$3,200.00
Grade 4 Social Studies Lesson Plan	\$2,250.00
Grade 7 Sample PARCC Assessment for English Language Arts/Literacy	\$2,250.00
Grade 11 AP Human Geography Lesson Plan	\$3,675.00
Comprehensive Teachers' Guide	\$1,625.00
Lesson Plan Design and Production <i>including design of accompanying lesson plan graphics, maps and other educational productions, and editing and production of the final document</i>	\$5,864.00
Support Costs <i>including meals and lodging, vehicle rental, and production of lesson plans and Teacher's Guide on CD (maximum 25 copies)</i>	\$1,612.62
Project Total (Lump Sum)	\$20,476.62

ATTACHMENT III

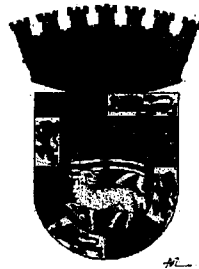
(Copy of the original RFQ and its response)

REQUEST FOR QUALIFICATIONS

RFQ #13-11

FOR

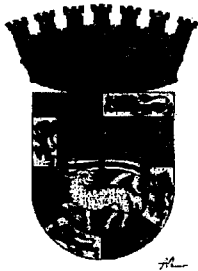
**William Bartram Scenic and Historic Highway
Historical Studies**



Issued By:

**St. Johns County
Board of County Commissioners
St. Johns County Purchasing Department
500 San Sebastian View
Saint Augustine, Florida 32084**

Due Date/Time for Receipt of Proposals: November 1, 2012 @ 4:00 P.M.



RFQ #13-11

**ST. JOHNS COUNTY
REQUEST FOR QUALIFICATIONS**

WILLIAM BARTRAM SCENIC AND HISTORIC HIGHWAY HISTORICAL STUDIES

Notice is hereby given that St. Johns County, a political subdivision of the State of Florida, will be accepting Letters of Interest and Qualification proposals for William Bartram Scenic and Historic Highway Historical Studies for the St. Johns County Board of County Commissioners **until 4:00 P.M. on November 1, 2012** at the St. Johns County Purchasing Department, 500 San Sebastian View, St. Augustine, Florida 32084.

William Bartram Scenic and Historic Highway Historical Studies

Proposal packages may be obtained from Bridget Mein, Contract Specialist, St. Johns County Purchasing Department, 500 San Sebastian View, St. Augustine, Florida 32084, or by via email request to bmein@sjcfl.us, or by calling Onvia Demand Star at 800-711-1712 and requesting Document #13-11. Many packages can be downloaded from the Internet. Check the agency's site for download availability and any applicable fees. Vendors registered with DemandStar.com can download most packages at no cost from their web site – www.demandstar.com.

Qualified firms desiring to respond to the RFQ must submit **six (6)** proposal packages, clearly marked on the outside:

**Sealed Proposal for RFQ #13-11
William Bartram Scenic and Historic Highway Historical Studies**

to St. Johns County Purchasing Department, 500 San Sebastian View, St. Augustine, Florida 32084, by or before the time stipulated above.

CONTACTS: Questions related to the RFQ should be directed to Bridget Mein, St. Johns County Purchasing, 500 San Sebastian View, St. Augustine, FL 32084, fax number (904) 209-0163. Inquiries related to the work scope, clarification or correction must be in writing – by fax, email or mail - and received **no later than 4:00 p.m. on October 18, 2012** to allow adequate time for response and/or an addendum. Please do not contact any other staff member of St. Johns County, except the above, with regard to this RFQ. All inquiries will be routed to the appropriate staff member for response.

An Evaluation Group will meet to compile the evaluators' scores and rank the responding firms in order at a public meeting in the St. Johns Conference Room located at 500 San Sebastian View, St. Augustine, FL 32084. This will be a public meeting conforming to all applicable State of Florida Sunshine Laws.

DUE DATE AND LOCATION - The letters of interest and supplemental information will be received until **4:00 p.m. on November 1, 2012**. Mail or deliver all proposals to Bridget Mein, Contract Specialist, St. Johns County Purchasing Department, 500 San Sebastian View, St. Augustine, FL 32084.

The St. Johns County Board of County Commissioners reserves the right to reject any or all proposals, waive minor formalities or award to and negotiate with the firm whose proposal best serves the interest of St. Johns County.

Introduction: William Bartram Scenic and Historic Highway (WBSH) travels through several unique unincorporated river communities (such as, Fruit Cove / Julington Creek, Switzerland Point / Hallows Cove and Orangedale) and begins at the Duval / St. Johns County boundary line which continues south along the SR 13 where it ends at the SR 13 / SR 16 intersection.

One of the main purposes of the Florida Scenic Highway program is to increase the Scenic Highway's visibility, heighten the traveler experience while communicating the Scenic Highway's Story (Grand Vision) to the traveler.

General Project Description - St. Johns County is requesting the services of a professional consultant / firm to create the following products:

1. Northwest (NW) St. Johns County historic study including the identification of major historic structures.
2. Historic lesson plans for the St Johns County School Board
3. Video of William Bartram life's story
4. Historical story line write-ups for Florida Frontiers weekly radio magazine, which comes on Monday at 6:30 pm on WJCT.

Scope of Work: NW St. Johns County Regional History - The consultant / firm shall document the history as well as the major historic structures related to the history of Northwest St Johns County from the sixteenth (16th) century through the twenty first century (21st), until the year 2000.

- Northwest St. Johns County has a lengthy history that goes back to the sixteenth century. The first inhabitants life focuses mainly along the St Johns River; although, their lives were also influenced by the inhabitants who lived in the City of St. Augustine. This study will create a historical narrative of the Northwest St. Johns and identify both the unique characteristics of inhabitants living along the St. Johns River, as well as the influence the City of St. Augustine had on this area of the County. The consultant will document the major Northwest St. Johns County historical events from the sixteenth (16th) century through twenty first century (21st), until the year 2000.

Historical topics that should be addressed within this study include, but are not limited to, the following:

- Native Americans (Aqua Dulce and Missions)
- Seminole incursions
- Indian Towns in the 16th and 17th century
- Development of Mission Outpost
- British rice and indigo plantations
- Lumber mills,
- Turpentine harvesters
- Cattle ranches
- Citrus Groves and Growers
- Small farms during the territorial and early statehood
- Civil War
- Civil War gunboats
- Steamboats
- Railroad construction
- Tocol
- San Diego de Helaca
- San Diego de Salumato
- Picolata
- Mill Creek
- Establishment of African-American communities after the war

- Impact of World War I & II
- Lagging behind in the 20th century
- Racial strife and conflict
- Impact of modern Infrastructure (i.e., electricity, road construction, etc.....)
- Impact of modern development

Historic structures related to major historic events in Northwest St. Johns County will also be identified and discussed in this study and will be addressed and discussed further within the overall history.

According to the Historic Properties Survey of St. Johns County, there are approximately 80 historic structures located within Northwest St. Johns County and in 2000-2001 the individual Master Site File forms were prepared and recorded with the Division of Historic Resources. The consultant / firm shall only update thirty two (32) historic master site file forms located just within the boundaries of the WBSH corridor based on the information identified in the historical analysis.

In addition, the consultant / firm shall address the following:

- The newly created Florida Master Site File forms shall be analyzed with the goal of identifying an accurate historic context for these structures within the historical development of the corridor area.
- Provide recommendations on the historical significance of these structures both individually and as potential historic districts.
- Provide recommendations on effective management strategies for historic preservation within this corridor.
- Re-evaluate the historic significance of the 32 historic structures located within the WBSH corridor boundaries to determine the historic structures historic significance base on the NW St Johns County historical analysis and new understanding of its historic context.
- All 32 updated master site file forms need to be submitted to the Division of Historic Resources for their records.

The Northwest St Johns County history report shall include an Executive Summary, Acknowledgements, Table of Contents, List of Figures, List of Tables, Criteria and Methodology, Timeline Historical Development, Descriptions and Analysis of the Historical Resources, Recommendations and Bibliography sections.

The final document should be similar to the quality of previously written reports created for St. Johns County such as the Elkton Hastings Historic Farmstead Survey or the West Augustine Historic District Assessment Survey (which can be found on the County's web site at <http://www.sjcf.us/Environmental/HistoricResources.aspx>).

NW St Johns County Lesson Plans - The consultant/firm shall create lesson plans based on the history of NW St Johns County historical study, as stated above.

Lesson plans shall be created for the history of NW St. Johns County. Consultants shall provide examples of lesson plans they have prepared in the past and proposed to provide in the future.

Identified below are a few web sites that are good examples of lesson plans the William Bartram Scenic and Historic Highway members would like to see the consultant created for St Johns County School Board. Such lesson plans should be of similar to; but not exactly like lesson plans identified below:

- http://stjohns.ifas.ufl.edu/sea/3rd_grade_curriculum.html
- <http://flpublicarchaeology.org/nerc/timucuan/>.

The IFAS lesson plans were created by Maia McGuire, PhD, Florida Sea Grant Extension Agent. The Florida public archaeology lesson plans were created by Kelley Weitzel MacCubbe.

The consultant should figure on several meeting with the WBSH to determine the specifics of the content they would like to see in the lesson plans and shall coordinate with the St Johns County School Board to determine the specifics of final lesson plans.

The lesson plans, identified above were originally created by Kelley Weitzel MacCubbe for the Florida Public Archaeology Network (FPAN). Kelley Weitzel MacCubbe can be contacted at kelly.weitzel@gmail.com

William Bartram Scenic and Historic – Historical Video - The consultant/ firm shall create a ten (10) minute historical timeline video of William Bartram life's story.

William Bartram is credited for being the first American naturalist. Bartram traveled initially with his father, John Bartram, and later by himself, from 1765 to 1777. Both he and his father traveled through eight (8) different states in the United States, including North and South Carolina, Alabama, Georgia, Florida, Mississippi, Louisiana and Tennessee.

He and his father's explorations were identified in William's journal that was later published in a book entitled "Travels". This single document increased the world's knowledge of natural science, botany, botanical art, American Indian culture and influenced English literature.

In 1977 the Bartram Trail Conference was held to perpetuate and memorialize William Bartram life work. Over the years, the Bartram Trail organization has continued to educate the public about William Bartram's life. The Bartram Trail organization's web site (<http://bartramtrail.org/>) provides valuable information which can be utilized as a resource to create the William Bartram video. The new President of this organization is Chuck Spornick. Chuck's email address is libcads@emory.edu.

Another web site that provides valuable information about William Bartram life's work is Dr Schafer and his web site address is <http://unf.edu/floridahistoryonline> Dr. Schafer was a history professor at the University of North Florida and he has authored numerous books, educational films and articles. His recent book is entitled, "*William Bartram and the Ghost Plantations on the St. Johns River.*"

These web site sources can be utilized in the creation of the William Bartram time line historical video. Prior to creating the actual video, a story script must be created, presented and approved by the WBSH Corridor Management Council (CMC).

The video shall be similar in quality as the WBSH timeline historical video show on YouTube under the name of William Bartram Scenic & Historic Highway – Teaser. Pictures of both William Bartram and his father can be utilized instead of filming a live William Bartram re-enactor.

After the CMC approves the video story script, then the consultant / firm can proceed with the completion of the video until it is seventy five percent (75%) completed. At this time, the video will be reviewed by the county staff for possible changes prior to its final production.

Florida Frontiers weekly radio magazine - Florida Frontiers is a weekly radio magazine of the Florida Historical Society. Their web address is www.wjct.org. Every Monday night at 6:30 pm. historical broadcasts are made about Florida's past.

Twelve (12) historical radio magazine write ups will be created based on the information presented in the NW St Johns County historical write up. The writer will write the radio magazine stories based on important historical events that have occurred in NW St. Johns County. Such information will be used by the WBSH members when they discuss these historical events with the Florida Frontiers is a weekly radio magazine.

These historical write ups will be presented one time to the William Bartram Scenic & Historic Highway (WBSH) Corridor Management Council (CMC) members to solicit feedback prior to being finalized.

Schedule - Upon the completion of the signed contract, the consultant / firm shall proceed as follows:

- 25% - Completion of one quarter of the NW St Johns County historic study and video script within 2 months
- 50% - Completion of the NW St Johns County historic study and video production in addition to, 25% completion of the NW St Johns County Lesson Plan and Florida Frontiers radio magazine write-ups within 4 months
- 75% - Completion of the NW St Johns County historic study and video production in addition to, 50% completion of the NW St Johns County Lesson Plan and Florida Frontiers radio magazine write-ups within 6 months
- 100% - Completion of the NW St Johns County historic study, lesson plan, William Bartram Video and Florida Frontiers radio magazine write-ups within 8 months

Deliverables

- At twenty five percent 25% completion threshold the consultant / firm shall provide one (1) hard unbound copy of the William Bartram story video script which will be reviewed by the WBSH CMC members prior to moving forward with the video production.
- At seventy five percent (75%) completion threshold the consultant / firm shall provide one (1) unbound hard copy of the NW St Johns County historic study, historical lesson plan and twelve (12 one for each month) of the Florida Frontiers radio magazine write-ups. At this time the consultant shall begin to work with the Florida Frontiers radio magazine to make sure the WBSH stories are publicized on the radio.

County staff members as well as the WBSH CMC members will review and edit these documents prior to final production.

- At one hundred percent (100%) completion, the consultant / firm shall provide hard copies (as noted below) and four (4) digital CD Rom copies of each of the following:
 1. Northwest (NW) St. Johns County historic study including the identification of major historic structures. – 5 hard copies
 2. Historic lesson plans for the St Johns County School Board – 5 hard copies
 3. Historical story line write-ups for Florida Frontiers weekly radio magazine – 5 hard copies
- At one hundred percent (100%) completion, the consultant / firm shall provide one hundred (100) copies of the William Bartram video.

Funding Source - The consultant should be made aware that funding for these projects is provided through the Federal Highway Administration's (FHWA's) National Scenic Byway (NSB) grant program and St Johns County. Since this is a federally funded grant project, the selected consultant or consultants will

be required to address certain federal procurement and contract requirements which will be identified in the awarded contract. These federal requirements identified in "**Appendix B**".

Firm Requirements: Any firm interested in performing these services must meet the following criteria:

- a) The firm must have competent experience in historical studies.
- b) The firm must have no conflict of interest with regard to any other work performed for St. Johns County.
- c) The firm must demonstrate a record of quality work.
- d) The firm must adhere to the instructions in this request for proposals on preparing and submitting the proposal.

Firms desiring to provide the required services should apply by submitting **one (1) original** and **five (5) copies** for a total of **six (6)** sets of the entire proposal containing the following information:

1. Each response must be accompanied by a letter of interest **not exceeding two pages** which summarizes key points of the response in this request for proposals and which is signed by an officer of the firm who is responsible for committing the firm's resources. The letter of transmittal should include the following:
 - Name of the firm submitting the response,
 - A statement that the firm is responding to St. Johns County's request for statements of qualifications to provide services to St. Johns County, Florida;
 - Name and title of the individual with responsibility for the response and to whom matters regarding this RFQ should be directed;
 - Mailing, street and email addresses;
 - Telephone and fax number of firm's primary contact;
 - Brief narrative of the firm's qualifications to provide services to St. Johns County and company background information including business objectives, technology, and company size and locations;
 - Specify the level of financial capability, financial stability, material equipment, facilities, personnel, resources, experience knowledge and expertise, or demonstrate ability to obtain any of these, necessary to meet contractual requirements.
 - Whether the proposer has a satisfactory record of performance on similar projects.
 - The proposer shall supply information that is fully responsive to the RFQ, including, but not limited to, provision of any required license, permits, insurance, price sheets and organizational papers.
 - Specify the level of work experience, especially as it relates to proposed Scope of Services noted in RFQ.
 - Indicate whether bidder/proposer has ever had a contract/agreement/business relationship terminated/cancelled/suspended, and if so, what were the reasons, and what was the ultimate outcome?
 - Indicate whether bidder/proposer has ever filed a Bid/RFP/RFQ protest, and if so, what were the reasons, and what was the ultimate outcome?
 - Indicate whether bidder/proposer has ever filed an administrative or judicial action with any State agency or Stat court, and if so, what were the grounds/reasons, and what was the ultimate outcome?
 - Such other information as the respondent deems appropriate.
2. Capability to meet deadlines.
3. Subcontractor information, if applicable.
4. Status of any disciplinary actions undertaken against the firm at a Federal or State level. If such action has been undertaken, the current status of the action must be provided.

5. Proof of Liability Insurance, and its limits including deductibles.
6. Drug-Free Workplace Form - A completed Drug-Free Workplace Form, substantially in the form attached hereto as **Appendix "A"** should be submitted with the firm's response. Failure to certify the firm as a drug-free workplace in accordance with Florida Statutes, Subsection 287.087 may result in rejection or disqualification of your response.
7. Conflict of Interest - Without breaching client confidentiality include:
 - a) A statement indicating whether any clients are currently involved in, or to your knowledge anticipate being involved in proceedings or transactions involving St. Johns County as an adverse party, and
 - b) A description of any existing or potential conflicts of interest for the firm or its employees pertaining to St. Johns County from the date hereof.

PROPOSAL FORMAT AND ADDITIONAL INFORMATION: The firm shall submit a response complying with this request for qualifications. The information, documents and materials submitted in the response must be complete and accurate in all material aspects. All responses must contain direct responses to the following questions or requests for information and be organized so that specific subject areas being responded to are readily identifiable and in the same sequence as outlined below. Responses to each numbered request for information must begin with the question or request repeated at the beginning of the response. The responses shall contain a certification by the responder that its response to this request for proposals contains full disclosure and is complete and accurate in all material respects.

- 1) **Ability of Personnel** - St. Johns County requires that each firm responding to this request for services identify its qualifications as they relate to the following required information:
 - a) Identification of the lead manager who will be in charge of the project and other supervisors who will be assigned to the project, accompanied by resumes describing their roles and experience.
 - b) A description of the qualifications of other staff who will be assigned to the project.
 - c) Demonstration that the staff has competent experience.
- 2) **Experience** – St. Johns County requires that each firm responding to this request for provide:
 - a) A list of the firm's recent projects and clients, a description of the types of services performed and the length of time serving each client.
 - b) A description of the current and historical experience of the firm that is relevant to completing the project. Include information supporting the firm's ability to handle multiple projects simultaneously.
- 3) **Ability to Furnish the Required Services** – Each proposal must include a detailed work plan that addresses approach and method of how work on the project will be performed. The objective of the work plan is to demonstrate the firm's ability to logically plan and complete the project, and the firm's ability to successfully deliver any periodic progress reports, final reports, and presentations to the County.

Firms will be required to provide the following information on their audit approach:

- a) A description of the firm's structure, size (number of personnel), size of staff, and complete range of services.
- b) A brief outline of their project approach with identification of each main step of the process.
- c) Proposed segmentation of the project approach including estimated completion time by segments and staff levels estimated to be assigned to each proposed segment of the engagement.
- d) An estimate of the level of support that will be required from St. Johns County locations, including titles/functions of necessary contributors, details of essential tasks to be performed and approximate time necessary to allocate for support of the project.

- e) Approach to be taken with working with the St. Johns County Planning Department.
- f) Approach to be taken in collecting data for purposes of preparing and submitting reports to the County.
- g) Examples of reports that would typically be made available to St. Johns County (i.e., progress reports, tracking tools, software applications, savings reports, etc.) by the bidder as well as frequency of follow up reporting.

4) **References** - References of five (5) entities for which the firm has recently performed similar services and a list of clients that the firm has worked with in the last three (3) years.

EVALUATION OF PROPOSALS: Proposals will be evaluated in accordance with St. Johns County Purchasing Policy and the specific criteria as follows:

Criteria	Rating Points
Ability of Personnel	0-33
Experience	0-32
Ability to Furnish the Required Services	0-30
References	0-5
Maximum Points Allowed	0-100

Please see attached Evaluation Sheet and Criteria. Evaluation Group members will individually review proposals. Final rankings will be compiled, summarized and ranked in a Public Meeting **at the Purchasing Department**, 500 San Sebastian View, St. Augustine, FL 32084. This meeting will be held in accordance to all applicable Sunshine Laws according to Florida Statutes. The evaluation team will make recommendations based upon the written submittals. Award of this RFP shall be made to the proposer/proposers who, in the sole opinion of the County, is/are deemed the most advantageous for the County.

If the chosen firm proposes to subcontract or otherwise engage the services of a third party, this must be disclosed in response to the proposal.

St. Johns County intends to select proposers that demonstrate, in the County's opinion, the highest degree of compliance with the criteria listed in this RFP.

The County reserves the right to request clarification of information submitted and to request additional information pertaining to one or more responses.

In the event that a Contract/Agreement is attached to the RFP, such Attached Contract/Agreement is For Discussion Purposes Only, and Not Necessarily Reflective of any Contract That May Be Ultimately Entered into By the County. In the event that a Contract/Agreement is Not Attached to the RFP, it is expressly understood that the Board of County Commissioner's (Board's) preference/selection of any Proposal does not constitute an award of a Contract/Agreement with the County. It is anticipated that subsequent to the Board's preference/selection of any Proposal, Contract negotiations will follow between the County and the selected Proposer. It is further expressly understood that no Contractual relationship exists with the County until a Contract has been executed by both the County, and the selected Proposer. The County reserves the right to delete, add to, or modify one or more components of the selected Proposer's Proposal, in order to accommodate changed or evolving circumstances that the County may have encountered, since the issuance of the RFP. It is further understood, no Proposer (whether selected or not) may seek or claim any award and/or re-imbursement from the County for any expenses, costs, and/or fees (including attorney's fees) borne by any Proposer, during the entire RFP process. Such

expenses, costs, and/or fees (including attorney's fees) are the sole responsibility of the Proposer. By submitting a Proposal, a Proposer agrees to be bound by these terms and provisions of the RFP.

BID PROTEST: Any bidder, proposer or person substantially and adversely affected by an intended decision or by any term, condition, procedure or specification with respect to any bid, invitation, solicitation of proposals or requests for qualifications, shall file with the Purchasing Department for St. Johns County, a written notice of intent to protest no later than 72 hours (excluding Saturdays, Sundays and legal holidays for employees of St. Johns County) after the posting either electronically or by other means of the notice of intended action, notice of intended award, bid tabulation, publication by posting electronically or by other means of a procedure, specification, term or condition which the person intends to protest, or the right to protest such matter shall be waived. The protest procedures may be obtained from the Purchasing Department and are included in the County's Purchasing Manual. All of the terms and conditions of the County's Purchasing Manual are incorporated by reference and are fully binding.

INDEMNIFICATION: To the fullest extent permitted by law, the Contractor shall indemnify and hold harmless St. Johns County, Florida, and employees from and against liability, claims, damages, losses and expenses, including attorney's fees, arising out of or resulting from performance of the work, provided that such liability, claims, damage, loss or expense is attributable to bodily injury, sickness, disease or death, or injury to or destruction to tangible property (other than the work itself) including loss of use resulting there from, but only to the extent caused in whole or in part by negligent acts or omissions of the Contractor, a Subcontractor, or anyone directly or indirectly employed by them or anyone for whose acts they may be liable, regardless of whether or not such liability, claim, damage, loss or expense is caused in part by a party indemnified hereunder.

In claims against any person or entity indemnified under this Paragraph by an employee of the Contractor, a Subcontractor, any one directly or indirectly employed by them or anyone for whose acts they may be liable, the indemnification obligation under this Paragraph shall not be limited by a limitation on amount or type of damages, compensation or benefits payable by or for the Contractor or a Subcontractor under workers' compensation acts, disability benefits acts or other employee benefit acts.

CONTRACT TERM: The County currently expects to retain the services of the successful bidder to perform services as described by the provided segmentation of the engagement by the bidder. In no case is there an expectation of contract extension beyond one year from the start of the engagement.

INSURANCE REQUIREMENTS - The successful bidder / proposer shall indemnify and hold St. Johns County, Florida, harmless against all loss, damage, or expense for reason of injury to person or property arising out of the use of or activities on any related premises by the successful bidder/proposer, its' agents, representatives, vendors, sub-vendors, or employees. Prior to commencement of service/deliveries under this Contract, the successful bidder's insurance coverage shall comply with the following insurance requirements:

Insurance - The CONTRACTOR shall not commence work under this Contract until he/she has obtained all insurance required under this section and such insurance has been approved by the COUNTY. All insurance policies shall be issued by companies authorized to do business under the laws of the State of Florida. The CONTRACTOR shall furnish proof of Insurance to the COUNTY prior to the commencement of operations. The Certificate(s) shall clearly indicate the CONTRACTOR has obtained insurance of the type, amount, and classification as required by contract and that no material change or cancellation of the insurance shall be effective without thirty (30) days prior written notice to the COUNTY. Certificates shall specifically include the COUNTY as Additional Insured for all lines of coverage except Workers' Compensation and Professional Liability. A copy of the endorsement must accompany the certificate. A

brief description of operations referencing the Bid Number, Contract Title, Location, and/or Agreement/Resolution Number shall also be listed as a description on the certificate. Compliance with the foregoing requirements shall not relieve the CONTRACTOR of its liability and obligations under this Contract.

Certificate Holder Address: St. Johns County
 500 San Sebastian View
 St. Augustine, Fl 32084

Standard Contract for Service: \$500,000 or less with no unusual hazards - The CONTRACTOR shall maintain during the life of this Contract, Comprehensive General Liability Insurance with minimum limits of \$1,000,000 per occurrence, \$2,000,000 aggregate, to protect the CONTRACTOR from claims for damages for bodily injury, including wrongful death, as well as from claims of property damages which may arise from any operations under this contract, whether such operations be by the CONTRACTOR or by anyone directly employed by or contracting with the CONTRACTOR.

The CONTRACTOR shall maintain during the life of the contract, Professional Liability or Errors and Omissions Insurance with minimum limits of \$1,000,000.

The CONTRACTOR shall maintain during the life of this Contract, Comprehensive Automobile Liability Insurance with minimum limits of \$300,000 combined single limit for bodily injury and property damage liability to protect the CONTRACTOR from claims for damages for bodily injury, including the ownership, use, or maintenance of owned and non-owned automobiles, including rented/hired automobiles whether such operations be by the CONTRACTOR or by anyone directly or indirectly employed by a CONTRACTOR.

The CONTRACTOR shall maintain during the life of this Contract, adequate Workers' Compensation Insurance in at least such amounts as are required by the law for all of its employees (if three or more) per Florida Statute 440.02.

Purchasing Department
St. Johns County Board of County Commissioners
Definitions of Evaluation Criteria for
Ranking of RFP #13-11

- A. Ability of Personnel (0 to 33 Points)** - St. Johns County requires that each firm responding to this request for proposals confirm the ability of its personnel. *This will be graded on a 0 – 33 scale.*
- B. Experience (0 to 32 Points)** - St. Johns County requires that each firm responding to this request for proposals identify its qualifications as they relate to the entire contents of this request for proposals. *This will be graded on a 0 – 32 scale.*
- C. Ability to Furnish the Required Services (0-30 Points)** – *This will be graded on a 0 – 30 scale.*
- D. References (0 to 5 Points)** – To avoid duplication, the Project Manager or Designee will contact and rank references. *This will be graded on a 0-5 scale*

EVALUATION SHEET
WBSH Historical Studies

ST. JOHNS COUNTY, FLORIDA
CRITERIA FOR RANKING

DATE: _____
PROJECT: RFP 13-11 WBSH Historical Studies

FIRM	A. Ability of Personnel 0 TO 33 POINTS	B. Experience 0 TO 32 POINTS	C. Ability to Furnish the Required Services 0 TO 30 POINTS	D. References 0 TO 5 POINTS	TOTALS

*To avoid duplication, the Project Manager or Designee will contact and rank references.

SIGNATURE OF RATER: _____ **PRINT NAME:** _____
DATE: _____

Appendix A Drug-Free Workplace Form

The undersigned firm, in accordance with Florida Statute 287.087 hereby certifies that

_____ does:
Name of Firm

1. Publish a statement notifying employees that the unlawful manufacture, distribution, dispensing, possession or use of a controlled substance is prohibited in the workplace and specifying the actions that will be taken against employees for violations of such prohibition.
2. Inform employees about the danger of drug abuse in the workplace, the business' policy of maintaining a drug-free workplace, any available drug counseling, rehabilitation, employee assistance programs and the penalties that may be imposed upon employees for drug abuse violations.
3. Give each employee engaged in providing the contractual services that are described in St. Johns County's request for qualifications a copy of the statement specified in paragraph 1.
4. In the statement specified in paragraph 1, notify the employees that, as a condition of working on the contractual services described in paragraph 3, the employee will abide by the terms of the statement and will notify the employer of any conviction of, or plea of guilty or nolo contendere to, any violation of Florida Statute 893, as amended, or of any controlled substance law of the United States or any state, for a violation occurring in the workplace no later than five (5) days after such conviction or plea.
5. Impose a sanction on, or require the satisfactory participation in a drug abuse assistance or rehabilitation program if such is available in the employee's community by, any employee who is so convicted.
6. Consistent with applicable provisions with State or Federal law, rule, or regulation, make a good faith effort to continue to maintain a drug-free workplace through implementation of paragraphs 1 through 5.

As the person authorized to sign this statement, I certify that this firm complies fully with the above requirements.

Signature

Date

Appendix B (Federal Requirements)

FEDERAL REQUIREMENTS - The following terms apply to this Agreement which involves the expenditure federal funds:

- A. It is understood and agreed that all rights of the Florida Department of Transportation and the Local Agency relating to inspection, review, approval, patents, copyrights, and audit of the work, tracing, plans, specifications, maps, data, and cost records relating to this Agreement shall also be reserved and held by authorized representatives of the United States of America.
- B. It is understood and agreed that, in order to permit federal participation, no supplemental agreement of any nature may be entered into by the parties hereto with regard to the work to be performed hereunder without the approval of the U.S. Department of Transportation, anything to the contrary in this Agreement not withstanding.
- C. **Compliance with Regulations:** The Consultant shall comply with the regulations relative to nondiscrimination in Federally-assisted programs of the U.S. Department of Transportation Title 49, Code of Federal Regulations, Part 21, as they may be amended from time to time, (hereinafter referred to as the Regulations), which are herein incorporated by reference and made a part of this Agreement.
- D. **Nondiscrimination:** The Consultant, with regard to the work performed during the contract, will not discriminate on the basis of race, color, national origin, sex, age, disability, religion or family status in the selection and retention of subconsultants, including procurements of material and leases of equipment. The Consultant will not participate either directly or indirectly in the discrimination prohibited by Section 21.5 of the Regulations, including employment practices when the contract covers a program set forth in Appendix B of the Regulations.
- E. **Solicitations for Subcontracts, Including Procurements of Materials and Equipment:** In all solicitations made by the Consultant, either by competitive bidding or negotiation for work to be performed under a subcontract, including procurements of materials and leases of equipment, each potential subcontractor or supplier shall be notified by the Consultant of the Consultant's obligations under this contract and the Regulations relative to nondiscrimination on the basis of race, color, national origin, sex, age, disability, religion or family status.
- F. **Information and Reports:** The Consultant will provide all information and reports required by the Regulations, or directives issued pursuant thereto, and will permit access to its books, records, accounts, other sources of information, and its facilities as may be determined by the Local Agency, Florida Department of Transportation, the Federal Highway Administration, Federal Transit Administration, Federal Aviation Administration, and/or the Federal Motor Carrier Safety Administration to be pertinent to ascertain compliance with such Regulations, orders and instructions. Where any information required of the Consultant is in the exclusive possession of another who fails or refuses to furnish this information, the Consultant shall certify to the Local Agency, Florida Department of Transportation, Federal Highway Administration, Federal Transit Administration, Federal Aviation Administration, and/or the Federal Motor Carrier Safety Administration as appropriate, and shall set forth what efforts it has made to obtain the information.
- G. **Sanctions for Noncompliance:** In the event of the Consultant's noncompliance with the nondiscrimination provisions of this contract, the Local Agency, Florida Department of Transportation shall impose such contract sanctions as it or the Federal Highway Administration, Federal Transit Administration, Federal Aviation Administration, and/or the Federal Motor Carrier Safety Administration may determine to be appropriate including, but not limited to,

- (1) withholding of payments to the Consultant under the contract until the Consultant complies and/or
- (2) cancellation, termination or suspension of the contract, in whole or in part.

- H. Incorporation of Provisions: The Consultant will include the provisions of Paragraphs C through H in every subcontract, including procurements of materials and leases of equipment unless exempt by the Regulations, or directives issued pursuant thereto. The Consultant will take such action with respect to any subcontract or procurement as the Local Agency, Florida Department of Transportation, Federal Highway Administration, Federal Transit Administration, Federal Aviation Administration, and/or the Federal Motor Carrier Safety Administration may direct as a means of enforcing such provisions, including sanctions for noncompliance. In the event a Consultant becomes involved in, or is threatened with, litigation with a subcontractor or supplier as a result of such direction, the Consultant may request the Local Agency and the Florida Department of Transportation to enter into such litigation to protect the interests of the Local Agency and the Florida Department of Transportation, and, in addition, the Consultant may request the United States to enter into such litigation to protect the interests of the United States.
- I. Interest of Members of Congress: No member of or delegate to the Congress of the United States will be admitted to any share or part of this contract or to any benefit arising therefrom.
- J. Interest of Public Officials: No member, officer, or employee of the public body or of a local public body during his tenure or for one year thereafter shall have any interest, direct or indirect, in this contract or the proceeds thereof. For purposes of this provision, public body shall include municipalities and other political subdivisions of States; and public corporations, boards, and commissions established under the laws of any State.
- K. Participation by Disadvantaged Business Enterprises: The Consultant shall agree to abide by the following statement from 49 CFR 26.13(b). This statement shall be included in all subsequent agreements between the Consultant and any subconsultant or contractor.

The Consultant, sub-recipient or sub-consultant shall not discriminate on the basis of race, color, national origin, or sex in the performance of this contract. The Consultant shall carry out applicable requirements of 49 CFR Part 26 in the award and administration of DOT- assisted contracts. Failure by the Consultant to carry out these requirements is a material breach of this contract, which may result in the termination of this contract or such other remedy as the recipient deems appropriate.

- L. It is mutually understood and agreed that the willful falsification, distortion or misrepresentation with respect to any facts related to the project(s) described in this Agreement is a violation of the Federal Law. Accordingly, United States Code, Title 18, Section 1020, is hereby incorporated by reference and made a part of this Agreement.
- M. It is understood and agreed that if the Consultant at any time learns that the certification it provided the Department in compliance with 49 CFR, Section 26.51, was erroneous when submitted or has become erroneous by reason of changed circumstances, the Consultant shall provide immediate written notice to the Department. It is further agreed that the clause titled "Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion - Lower Tier Covered Transaction" as set forth in 49 CFR, Section 29.510, shall be included by the Consultant in all lower tier covered transactions and in all aforementioned federal regulation.
- N. The Department hereby certifies that neither the consultant nor the consultant's representative has been required by the Department, directly or indirectly as an express or implied condition in connection with obtaining or carrying out this contract, to or implied condition in connection with obtaining or carrying out this contract, to
 - (1) employ or retain, or agree to employ or retain, any firm or person, or

- (2) pay, or agree to pay, to any firm, person, or organization, any fee, contribution, donation, or consideration of any kind;

The Department further acknowledges that this agreement will be furnished to a federal agency, in connection with this contract involving participation of Federal-Aid funds, and subject to applicable State and Federal Laws, both criminal and civil.

- O. The Consultant hereby certifies that it has not:
 - (1) employed or retained for a commission, percentage, brokerage, contingent fee, or other consideration, any firm or person (other than a bona fide employee working solely for the above Consultant) to solicit or secure this contract;
 - (2) agreed, as an express or implied condition for obtaining this contract, to employ or retain the services of any firm or person in connection with carrying out this contract; or
 - (3) paid, or agreed to pay, to any firm, organization or person (other than a bona fide employee working solely for the above Consultant) any fee contribution, donation, or consideration of any kind for, or in connection with, procuring or carrying out the contract.

The Consultant further acknowledges that this agreement will be furnished to the State of Florida Department of Transportation and a federal agency in connection with this contract involving participation of Federal-Aid funds, and is subject to applicable State and Federal Laws, both criminal and civil.

E- Very Language for all contracts - The Agency (A) shall utilize the U.S. Department of Homeland Security's E-Verify system to verify the employment eligibility of all new employees hired by the Agency during the term of the employment eligibility of all new employees hired by the Agency during the term of the contract, and (B) shall expressly require any subcontractors performing work or providing services pursuant to the state contract to likewise utilize the U.S. Department of Homeland Security's E-Verify system to verify the employment eligibility of all new employees hired by the subcontractor during the contract term.

**CERTIFICATION REGARDING DEBARMENT, SUSPENSION, INELIGIBILITY
AND VOLUNTARY EXCLUSION FOR FEDERAL AID CONTRACTS**
(Compliance with 49CFR, Section 29.510)
(Appendix B Certification]

It is certified that neither the below identified firm nor its principals are presently suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in this transaction by any federal department or agency:

Name of Consultant:

By: _____ Date: _____
Authorized Signature

Title: _____

Instructions for Certification

1. By signing and submitting this certification with the proposal, the prospective lower tier participant is providing the certification set out below.
2. The certification in this clause is a material representation of fact upon which reliance was placed when this transaction was entered into. If it is later determined that the prospective lower tier participant knowingly rendered an erroneous certification, in addition to other remedies available to the Federal Government, the Department may pursue available remedies, including suspension and/or debarment.
3. The prospective lower tier participant shall provide immediate written notice to the person to which this proposal is submitted. If at any time the prospective lower tier participant learns that its certification was erroneous when submitted or has become erroneous by reason of changed circumstances.
4. The terms 'covered transaction', 'debarred', 'suspended', 'ineligible', 'lower tier covered transaction', 'participant', 'person', 'primary covered transaction', 'principal', 'proposal', and 'voluntarily excluded', as used in this clause, have the meanings set out in the Definitions and Coverage sections of the rules implementing Executive Order 12549. You may contact the person to which this proposal is being submitted for assistance in obtaining a copy of those regulations.
5. The prospective lower tier participant agrees by submitting this proposal that, should the proposed covered transaction be entered into, it shall not knowingly enter into any lower tier covered transaction with a person who is debarred, suspended, declared ineligible, or voluntarily excluded from participation in this covered transaction, unless authorized by the Department or agency with which this transaction originated.
6. The prospective lower tier participant further agrees by submitting this proposal that it will include this clause titled "Appendix B: Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion - Lower Tier Covered Transaction", without modification, in all lower tier covered transactions and in all solicitations for lower tier covered transactions.
7. A participant in a covered transaction may rely upon a certification of a prospective participant in a lower tier covered transaction that it is not debarred, suspended, ineligible, or voluntarily excluded from the covered transaction, unless it knows that the certification is erroneous. A participant may decide the method and frequency by which it determines the eligibility of its principals. Each participant may, but is not required to, check the Nonprocurement List.
8. Nothing contained in the foregoing shall be construed to require establishment of a system of records in order to render in good faith the certification required by this clause. The knowledge and information of a participant are not required to exceed that which is normally possessed by a prudent person in the ordinary course of business dealings.
9. Except for transactions authorized under paragraph 5 of these instructions, if a participant in a covered transaction knowingly enters into a lower tier covered transaction with a person who is suspended, debarred, ineligible, or voluntarily excluded from participation in this transaction, in addition to other remedies available to the Federal Government, the Department may pursue available remedies, including suspension and/or debarment.

**CERTIFICATION FOR DISCLOSURE OF LOBBYING ACTIVITIES
ON FEDERAL-AID CONTRACTS
(Compliance with 49CFR, Section 20.100 (b))**

The prospective participant certifies, by signing this certification, that to the best of his or her knowledge and belief:

(1) No federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of any federal agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any federal contract, the making of any federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any federal contract, grant, loan, or cooperative agreement.

(2) If any funds other than federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any federal agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this federal contract, grant, loan, or cooperative agreement, the undersigned shall complete and submit Standard Form-LLL, "Disclosure of Lobbying Activities", in accordance with its instructions. (Standard Form-LLL can be obtained from the Florida Department of Transportation's Professional Services Administrator or Procurement Office.)

This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by Section 1352, Title 31, U.S. Code. Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

The prospective participant also agrees by submitting his or her proposal that he or she shall require that the language of this certification be included in all lower tier subcontracts, which exceed \$100,000 and that all such subrecipients shall certify and disclose accordingly.

Name of Consultant:

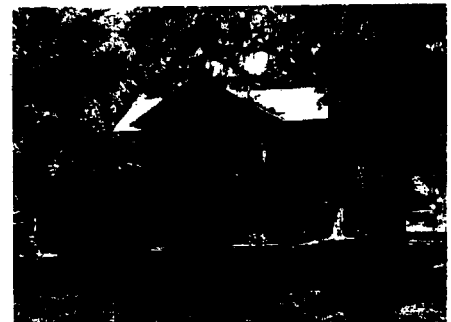
By: _____ Date: _____ Authorized Signature

Title: _____

ORIGINAL

William Bartram Scenic and Historic Highway Historical Studies Statement of Qualifications

Prepared for
St. Johns County, Florida Board of County Commissioners



November 1, 2012

Brockington[™]
CULTURAL RESOURCES CONSULTING

William Bartram Scenic and Historic Highway Historical Studies

Statement of Qualifications

Prepared for

St. Johns County, Florida Board of County Commissioners
RFQ #13-11

November 1, 2012

Submitted to

Bridget Mein
Contract Specialist
St. Johns County Purchasing
500 San Sebastian View
St. Augustine, Florida 32084

Submitted by

Brockington and Associates, Inc.
4446-1A Hendricks Avenue, Suite 390
Jacksonville, Florida 32207
Telephone: (904) 356-4385
www.brockington.org

Prepared by

Charles F. Phillips, Jr.
charliephilips@brockington.org

Brockington and Associates, Inc.

Atlanta • Charleston • Savannah • Elizabethtown
Jacksonville • Pensacola

Introduction

Brockington and Associates, Inc. (Brockington) is pleased to submit this summary of qualifications in response to a Request for Qualifications (RFQ) #13-11 issued by the St. Johns County Purchasing Department (County) to conduct William Bartram Scenic and Historic Highway (WBSH) Historical Studies Project. As outlined in the RFQ issued October 1, 2012, the County requests that interested firms submit a summary of qualifications to perform four separate tasks: compile a regional history and conduct an architectural survey of Northwest St. Johns County; create educational lesson plans based upon the history of Northwest St. Johns County; develop and produce a 10-minute historical timeline video of William Bartram's life; and compose 12 radio magazine write-ups for *Florida Frontiers: The Weekly Radio Magazine of the Florida Historical Society*. All of these tasks will be coordinated with the County and the WBSH Corridor Management Council (CMC). Funded in part by a grant from the National Scenic Byways Program and St. Johns County, these four tasks will aid the County in the preservation and protection of its historic sites, increase the WBSH visibility, heighten the traveler's experience by communicating the roadway's story and grand vision, encourage heritage tourism development, educate local students, and comply with state and federal preservation and environmental laws.

Brockington has assembled a qualified project team that meets and exceeds all of the County's expectations in terms of the tasks outlined in the RFQ's Scope of Work. Brockington has more than 26 years of experience working on grant-funded historical and architectural surveys, writing educational lesson plans, preparing historically oriented videos, and developing historical topics for the broadcast media. We have served as consultants and advisors for federal and state agencies, local municipalities, non-profits, and private enterprises and have worked as liaisons between local government entities, State Historic Preservation Offices (SHPOs), and the National Park Service (NPS). Brockington's staff meets the Secretary of the Interior's Historic Preservation Professionals Qualifications and has a proven record of performing specialized services within an established budget and timeframe.

The following proposal provides a discussion of the ability of our personnel, our experience, our ability to furnish the required services, and five examples of similar projects and services that we have completed in the last three years.

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**Brockington and Associates, Inc., Statement of Interest
Statement of Qualifications #13-11
for
William Bartram Scenic and Historic Highway Historical Studies**

Brockington and Associates, Inc. (Brockington) is pleased to submit this Statement of Interest to the St. Johns County Florida Board of Commissioners in response to the Request for Qualifications (RFQ) #13-11 for the William Bartram Scenic and Historic Highway Historical Studies. Below is a brief overview of our company's history, qualifications, and experience as it relates to the RFQ's Scope of Services.

Company Name and Address:

Brockington and Associates, Inc.
4446-1A Hendricks Avenue, Suite 390
Jacksonville, FL 32207
Phone: (904) 356-4385
Company Website: www.brockington.org

Proposing Primary Contact:

Jeffrey Gardner
Branch Manager
Jacksonville Office
Cell: (770)-596-7645
jeffgardner@brockington.org

Our Company

Brockington, a small, woman-owned business, is a corporation in the state of Georgia founded in 1986. Brockington manages 96 full-time employees at offices in Atlanta, Georgia; Savannah, Georgia; Charleston, South Carolina; Jacksonville, Florida; Pensacola, Florida; and Elizabethtown, Kentucky. In addition, we operate Veterans Curation Program facilities in Augusta, Georgia, and St. Louis, Missouri. Our Jacksonville office will oversee the general management of the project, while all specific project tasks will be managed by our Charleston, South Carolina, office.

Brockington is dedicated to providing high quality cultural resources consulting services. Company archaeologists and historians have successfully completed more than 4,000 projects for public agencies and private clients to meet federal, state, and local requirements protecting cultural resources and historic sites. Our innovative scoping, demanding quality control, responsive scheduling and use of the most current technology are key components of our cultural resource consulting. The company size and financial strength (\$10.7 million annual sales), extensive expertise, and multiple offices give us the capacity to successfully complete complex projects involving multiple tasks and deadlines.

For over 26 years, Brockington has focused on architectural and historical studies, archaeology, archival preservation, collections management, and permit planning. We have also undertaken numerous public history projects including exhibit design and installation, educational programming, and oral histories. The firm has a satisfactory record conducting grant-funded architectural surveys, preparing in-depth historic contexts, developing lesson plans using state standards, and creating multi-media educational programs for students across the Southeastern United States. Brockington's staff serves as consultants for local municipalities, state and federal agencies, non-profits, and private enterprises and has worked as liaisons between local government entities, State Historic Preservation Offices and the National Park Service. Brockington's staff meets the Secretary of the Interior's Historic Preservation Professionals

Qualifications and has a proven record of performing specialized services within an established budget and timeframe.

Brockington has never been removed from a contract or failed to complete a contract as assigned. Brockington has never filed a bid/RFP/RFQ protest. Additionally, Brockington has never filed an administrative or judicial action with any State agency or State court.

In the attached proposal, Brockington offers St. Johns County (County) and the William Bartram Scenic and Historic Highway (WBSH) Corridor Management Council (CMC) a qualified project team to assist in the preservation, planning, and protection of historic sites located in Northwest St. Johns County. Brockington will develop a comprehensive regional history that will identify important historical themes as well as significant architectural resources. Using the contextual history as a foundation, Brockington will prepare write ups for the *Florida Frontiers* radio show, develop a historical timeline video on the life of William Bartram, and prepare school lesson plans about the area's rich and diverse history. These tasks will help increase public visibility of the WBSH, encourage heritage tourism in Northwest St. Johns County, and introduce the historical story of the county to local students and residents. To successfully complete these tasks, we will utilize the services of the History Workshop, a division of Brockington that is dedicated to public history, interpretation and education.

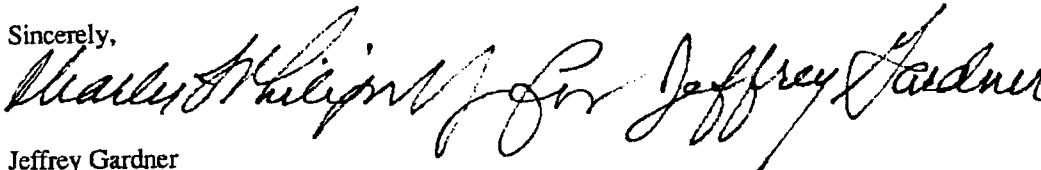
The History Workshop

The History Workshop is a division of Brockington. Since the early years of the 26-year-old company, we have developed interpretive programs as part of impact mitigation for archaeological sites and historic properties. In 2004, we launched the History Workshop as a formal division of the company devoted to interpretation. Our background as archaeologists and historians means that we are uniquely devoted to developing accurate, thorough, and relevant content for our exhibits and interpretation programs.

The History Workshop is a collaborative group of certified interpretive planners, writers, museum specialists, designers, Web site developers, and cinematographers. We develop innovative, informative exhibits and programs to bring cultural heritage and history to the public. We also have experience producing films and documentaries and audio content for a variety of uses including listening stations and podcasts. The History Workshop also creates educational materials, Web sites, and interactive games. The History Workshop knows that creating opportunities for visitors to connect to the natural and cultural landscape is the primary goal of interpretive program. Providing access and offering informative insight at special places helps visitors make important and meaningful connections to past places and people and to their own families and fellow citizens. An effective preservation and interpretive program guides guests to the spirit and history of a place without impinging upon the feeling and setting of the historic site.

The enclosed proposal complies fully with the County's RFQ. The response contains full disclosure and is complete and accurate in all material respects. Following the outline provided in the RFQ, our proposal includes discussions of our ability of personnel, experience, ability to furnish requested services, and references. All the appropriate forms are included in the appendices.

Sincerely,

A handwritten signature in black ink, appearing to read "Jeffrey Gardner". The signature is written in a cursive style and is positioned above the typed name and contact information.

Jeffrey Gardner
Branch Manager, Jacksonville Office
jeffgardner@brockington.org

1.0 Ability of Personnel

Brockington has assembled a team that can successfully complete all the tasks outlined in the County's RFQ #13-11. Our personnel have extensive experience in writing regional historic contexts and conducting architectural surveys, preparing state standard-based lesson plans, producing historical videos, and developing broadcast media based write-ups. Jeffrey Gardner, branch manager of Brockington's Jacksonville office, will serve as the lead manager for the project. Historian Charles F. Philips, Jr., will serve as project manager and will be the primary contact for all tasks. Paige Wagoner will serve as project architectural historian and will conduct the historic resources survey. Carol Poplin, manager of Brockington's exhibits and education division, the History Workshop, will oversee development of the lesson plans and historic video, while John Cason, Callie McLean, and Britt Dunn will serve as technical specialists. A brief discussion of team experi-



ence as it relates to the RFQ is provided below, and project team resumes are included in Appendix A. To achieve the best possible result, the WBSH Historical Studies Project will be a collaborative effort among Brockington staff, County officials, members of the CMC, and residents of St. Johns County. This discussion is complete and accurate in all material respects.

Brief Summaries of Project Team Members

Jeffrey Gardner

Project Lead Manager

Mr. Jeffrey Gardner (MA, University of Tennessee; RPA) is the branch manager of our Jacksonville, Florida, office and will serve as lead manager for the project. Over the past 25 years, he has served as principal investigator on numerous cultural resources investigations in the Southeast and the Midwest. Mr. Gardner's areas of expertise include historic sites archaeology, archival research, genealogical studies, and Native American consultation. He has extensive experience in assisting clients with their compliance responsibilities under federal, state, and local cultural resources laws and regulations. He has completed evaluation and data recovery at sites ranging from an eighteenth-century Lowcountry plantation on the Stono River, near Charleston, South Carolina, to early-twentieth-century urban lots in Atlanta, Georgia. In addition to extensive archaeological experience, Mr. Gardner has conducted intensive historical and property research for context development and National Register of Historic Places (NRHP) property evaluations in Alabama, Florida, Georgia, South Carolina, North Carolina, and Tennessee. He has been with Brockington since 1987.

Charles F. Philips, Jr.

Project Manager/Project Historian

Mr. Charles F. Philips, Jr. (MA in History, Citadel/University of Charleston) joined Brockington in 2003 and serves as a senior historian and project manager in the Charleston office. He will serve as the project manager and historian for the project. He specializes in British Colonial America history, Antebellum Southeastern studies, World War II, and oral history topics. Mr. Philips has participated in a number of historical studies including the St. Johns County (Florida) Oral History Project, the East Edisto Development Strategic Plan and Cultural Resources Overview, the Ashley River Historic District Expansion, the Dean Hall Slave Settlement Project, and the Ellis Square (Savannah) Restoration Oral History Project. Most recently he coauthored *Inland Swamp Rice Context, Circa 1690-1783*, a contextual study for inland rice fields as both historic landscapes and archaeological sites for the NRHP.

Paige M. Wagoner

Project Architectural Historian

Ms. Paige M. Wagoner (MA in Architectural History, University of Virginia) joined Brockington in 2007 and serves as a project manager and architectural historian in our Charleston office. She will serve as primary architectural historian for the project. Ms. Wagoner has over five years of experience in NRHP and National Historic Landmark (NHL) nominations, architectural survey, historic context reports, and photographic documentation. During her time at Brockington, Ms. Wagoner has managed and participated in a wide variety of projects, including county-wide and city-wide architectural surveys, preparation of NRHP and NHL nominations, and public outreach. Ms. Wagoner has conducted several architectural surveys in South Carolina, including the historic resources survey for the Old Village Historic District in Mount Pleasant and the grant-funded City of York Historic Resources Survey. She has also completed architectural surveys and NRHP nominations for the Bohemian Commercial Historic District [boundary increase] in Cedar Rapids, Iowa, the Conway (South Carolina) Downtown Commercial and Residential Historic Districts, the Old Post and Staff Row Area (Fort McPherson) Historic District [boundary increase] in Atlanta, Georgia, and three national cemeteries in Nebraska and Illinois. Prior to joining Brockington, Ms. Wagoner attended graduate school at the University of Virginia, where she focused on architectural theory and historical methodology as well as the evaluation, identification, and preservation of twentieth-century American architecture of the Southeast. In addition, Ms. Wagoner also completed internships with the Preservation Department of the Historic Charleston Foundation, the School of Architecture Foundation at the University of Virginia, and the Charleston Museum's Department of Archaeology.

Carol Poplin

The History Workshop Manager

Ms. Carol Poplin (MA, University of Leicester, England) will manage the tasks associated with two of the project tasks, the Northwest St. Johns County lesson plans and the historical video. Ms. Poplin is based in the Charleston office where she serves as a senior project manager with Brockington's History Workshop. Ms. Poplin holds a Bachelor of Arts degree in Archaeology from the University of Calgary, and a Master of Arts degree in Museum Studies from the University of Leicester, England. She joined Brockington in 1988 and has nearly 30 years of experience working in the cultural resource management industry. Her interests include colonial and antebellum material culture with a particular focus on the lifeways of enslaved African Americans. As a member of the History Workshop, Ms. Poplin combines her knowledge of archaeology and material culture, her skills as a writer, and her training in museum interpretation and design to develop products and programs for interpreting and presenting heritage-based subjects to the public. Ms. Poplin has developed the concepts, written the content, and guided the design, fabrication, and installation of a number of interpretive exhibitions. She has developed educational material to accompany many of these exhibits. In addition, Ms. Poplin has developed several documentaries including a 10-minute video about the WBSH, a short film about the history of inland rice production in South Carolina, and two videos about archaeology and the contributions this science can make to understanding of the past.

John Cason***Team Member-Designer***

Mr. John Cason (BA, Savannah College of Art and Design) will serve as the project designer. Mr. Cason is the History Workshop's senior designer and is based in our Atlanta office. He has extensive experience as a designer, and has worked in the fields of mass-marketing, animation, and film editing. Mr. Cason's professional design work has included corporate identity, print design, Web design, and installation graphics. Mr. Cason has designed numerous exhibits, design concepts for master plans, and information graphics for videos. He recently designed all of the interpretive panels for a new US Army Corps of Engineers (USACE) visitor center at Carters Lake, Georgia. He has also designed exhibits for Cypress Gardens History Hall, Moncks Corner, South Carolina, and Shem Creek Park, Mount Pleasant, South Carolina. Recently, Mr. Cason was an important collaborator in the development of 30-minute video for Fort Bragg, North Carolina, that explored the archaeology and history of the Sandhills region through the stories of descendant American Indian tribes and nations and their efforts to preserve their identities and cultures.

Callie McLean***Team Member-Lesson Plans***

Ms. Callie McLean (BA, University of North Carolina) will serve on the team developing the lesson plans. Ms. McLean is an exhibit designer and project manager with the History Workshop and is based in our Atlanta office. Ms. McLean graduated from the University of North Carolina at Chapel Hill where she majored in Journalism and Mass Communication as well as Political Science. Her education in the graphic design sequence of the Journalism School provided her with a range of experience, as did her previous work at advertising and marketing agencies. Since joining the History Workshop, Ms. McLean has developed lesson plans, created exhibits and exhibit plans, and designed public history books, traveling exhibits, and websites for a wide variety of clients. Callie served as the project manager for the Carters Lake Visitor Center exhibit in Georgia and designed the Nerve Center exhibit about civil rights in Mississippi.

Britt Dunn***Team Member-Videographer***

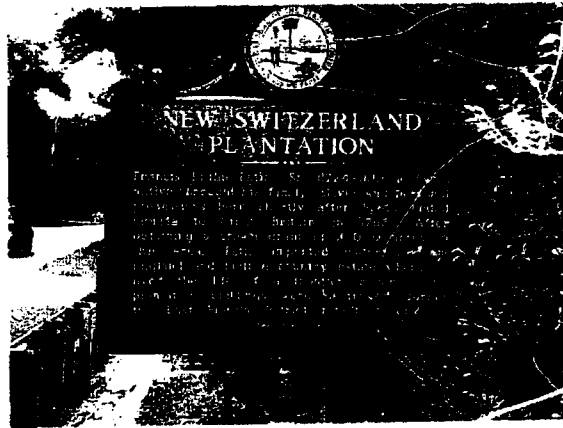
Mr. Britt Dunn (MA, Georgia State University) works in the Atlanta office as a video producer. His education in film and video and extensive experience provide him with a wide range of resources relevant in both educational and commercial settings. He has also completed Advanced PA Academy training through Georgia Production Partners. Most recently, Mr. Dunn acted as video producer on "Looking for William Woodford's Virginia Home," a 22-minute video about archaeological investigation at Fort A.P. Hill, Virginia. His Florida experience includes "Up from the Roots: Remembering Rural St. Johns County," an award-winning video that featured oral history interviews with residents along the WBSH. Mr. Dunn has worked as an editor/producer on several other videos Brockington has produced including "Voices of the Sandhills," a 30-minute video about the archaeology and history of the Sandhills region of North Carolina and "Unearthing Traditions at Dean Hall," about archaeology at the Dean Hall rice plantation in Berkeley County, South Carolina.

2.0 Company Experience

Brockington is the largest cultural resources management firm in the southeastern United States. Established in 1986, our archaeologists, historians, architectural historians, preservation planners, and GIS specialists have completed more than 4,000 cultural resource management projects over the past 26 years. Few of our competitors can match the quantity, quality, or diversity of the work we perform. We maintain offices in Atlanta and Savannah, Georgia; Jacksonville, and Pensacola, Florida; Charleston, South Carolina; and Elizabethtown, Kentucky. Brockington has demonstrated the ability to provide consistent, high quality, professional work that meets or exceeds all of our client's expectations. All of our projects are carried out in an efficient and timely manner. With 96 full-time employees, we have the size and flexibility to handle multiple large projects simultaneously. Additional information about Brockington, our staff, and our services can be found at our Web site www.brockington.org.

The History Workshop became a formal division of Brockington in 2004. We are a collaborative group of interpreters, interpretive planners, designers, historians, and cinematographers. We develop innovative, informative exhibits and programs to bring cultural heritage and history to the public. Our team can coordinate all aspects of a project, from the initial planning phases, through research, design, fabrication, and delivery and installation. Additional information about the History Workshop can be found at our Web site www.thehistoryworkshop.com.

Brockington and the History Workshop have completed numerous projects throughout the state of Florida including an Intensive Cultural Resource Management Plan (ICRMP) for Naval Air Station Key West, archaeological testing of sites on Hulbert Field and Eglin Air Force Base, and archaeological investigations at the lighthouse keeper's residence at the Pensacola Lighthouse & Museum. We have also undertaken NRHP evaluation of sites at Naval Air Station Mayport, Florida Army National Guard Native American consultation, and cultural resource investigations for the Gulf Inland Waterway as well as St. Francis Barracks in St. Augustine. Additionally, we have completed projects in Duval, St. Johns,



Flagler, Bay, Walton, Osceola, Palm Beach, Broward, Dade, and Monroe counties among others.

In 2010 we completed the WBSH oral histories, a compilation of 25 audio and video interviews with long-term residents of the WBSH. Using the oral histories as a base, we produced *Up from the Roots: Remembering Rural St. Johns County*, a video about rural life along the WBSH. Our size and diverse employee capabilities, along with careful planning allow us to complete multiple projects simultaneously. Brockington can successfully complete all aspects of the RFQ that includes preparing a historical context, conducting an architectural survey, researching and writing educational materials for state-based standards and producing media based products. We have provided a list of 20 recent projects similar in scope in the Table 1. Select project descriptions are detailed in the Section 4.0.

Table 1. List of 20 Projects Completed by Brockington.

Project name	Client	Summary	Length of Project	Cost
Historic Context and Historic Resources Surveys				
Gainesville Historic Structures Survey	Gainesville, GA	Conducted a multi-phase architectural survey of all historic resources within the city limits of Gainesville, GA.	2006-2011	\$149,085.47
Bohemian Commercial Historic District NRHP Nomination and Historic Resources Survey	Cedar Rapids, IA	Conducted a historic resources survey of the NRHP-listed Bohemian Commercial Historic District and prepared a NRHP nomination for the district's expanded boundaries.	2009-2012	\$34,043.04
Fort McPherson and Fort Gillem BRAC Documentation	USACE, Mobile District	Produced two extensive public histories, completed photographic documentation of buildings and landscapes, prepared Historic American Buildings Survey (HABS) documentation, compiled digital records, and wrote an updated NRHP nomination.	2010-2012	\$306,377.00
Old Village Historic Resources Survey	Mount Pleasant, SC	Conducted a historic resources survey of the NRHP-listed Old Village Historic District.	2010	\$19,648.00
City of York Historic Resources Survey	York, SC	Conducted a historic resources survey of the City of York.	2007	\$29,555.50
Historic Architectural Resources Survey of the Proposed I-73 Corridor, Dillon, Marion, Horry Counties, South Carolina	SCDOT and South Carolina Department of Archives and History	Architectural Survey of 43-mile corridor for proposed Interstate I-73 in three counties.	2006-2011	\$203,600
Historic Overview and Strategic Plan for East Edisto, Charleston and Dorchester Counties, South Carolina	MWV [MeadWestvaco] Corporation	Preparation of cultural resources Strategic Master Plan and Historic Study and Overview for 72,000 acre development in two counties.	2007-2009	\$117,000
Lesson Plans				
Sandy Springs Heritage Lesson Plans	Heritage Sandy Springs	Three lesson plans and online activities about Native Americans and the Civil War in Sandy Springs.	2012	\$7,880.00
The Immortal 600 Teaching Package	GA Department of Transportation	Developed an educational program and video about Civil War prisoners of war.	2008	\$26,120.00
MCAS Beaufort Public Outreach Program	USACE, Savannah and Marine Corps Air Station, Beaufort, SC	Developed a multi-media program about the archaeology and history at MCAS that included permanent exhibits, a traveling exhibit, lesson plans, a web site, and an interactive game.	2006-2008	\$65,000.00
Georgia Flashback	GA Department of Transportation	Developed an educational program that included web-based history lessons.	2006-2008	\$66,357.69
Historical Videos and Broadcast Media Submittals				
William Bartram Scenic and Historic Highway Video	St. Johns County, Florida and the WBSH Corridor Management Council	Produced a 10-minute video using oral histories and still shots about WBSHH.	2010	\$12,650.17
William Bartram Scenic and Historic Highway Oral History Program	St. Johns County and the WBSH Corridor Management Council	Conducted, transcribed and edits 23 oral histories including 5 videos for the WBSHH CMC.	2008-2010	\$46,300
Voices of the Sandhills Video	USACE, Mobile and Fort Bragg	Developed a web site and video about the archaeology and history of the land that is now Fort Bragg, NC.	2011	\$120,000.00
Inland Rice Field Documentation and Public Outreach Program	Charleston County, SC	Undertook NRHP documentation of inland rice fields through archaeology and development of a public outreach program that included a web site, video, outdoor signs, and photographic exhibition.	2009-2011	\$82,000.00
Fort AP Hill Video Documentary	Fort AP Hill, VA	Developed a video about the science of archaeology through the exploration of a plantation site on Fort AP Hill, Virginia.	2012	\$44,000.00

*Highlighted projects have separate cut sheets located in Section 4.0 below.

3.0 Ability to Perform Required Services

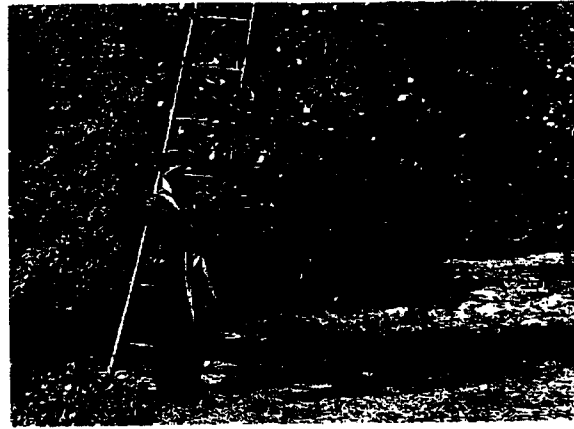
Brockington is dedicated to providing high quality cultural resources consulting services to our clients and will be able to furnish all of the required services in the RFQ. Company archaeologists, historians, and project managers have completed more than 4,000 projects for public agencies and private clients to meet federal, state and local requirements protecting cultural resources and historic sites. Additionally, the History Workshop Division has a proven record of developing innovative and informative exhibits and programs bringing cultural heritage and history to the public.

In this section, Brockington offers a detailed work plan for each task outlined in the RFQ. This demonstrates our understanding of project tasks, knowledge of St. Johns County's history and cultural resources, and familiarity with the goals of WBSH. The work plans also provide an anticipated framework for the successful completion of all project tasks. Included in the work plans are project overviews, projected time frames, and a list of deliverables. Each work plan outlines the role of key supervisors and the level of support from the County, the CMC, the general public, and other interested stakeholders. Throughout the project Brockington will maintain open and frequent communication with the County and will provide monthly progress reports and minutes from meetings. The following discussion is complete and accurate in all material respects.

3.1 Northwest St. Johns County Regional History and Architectural Survey

Project Approach

Brockington proposes to develop a historic context of Northwest St. Johns County for use in the promotion and preservation of the WBSH. Documenting the area's major historical events from the sixteenth century through the beginning of the twenty-first century, the historical narrative will focus on the social, cultural, and architectural history of the St. Johns River, its scenic communities such as Fruit Cove, Switzerland, and Orangedale, and its diverse inhabitants. In addition



to developing a regional history for the area, Brockington will also complete the documentation and evaluation of historic buildings and structures located within Northwest St. Johns County. The documented historic buildings and structures will be incorporated into the larger historic context, providing a better understanding of the area's history and development and laying the groundwork for future cultural resource studies and preservation policies. The documentation of Northwest St. Johns County's significant architectural resources and the preparation of an extensive regional history will assist County staff with their ongoing commitment to local preservation planning, heritage tourism, and public education and will determine how historic resources along the WBSH should be protected, managed, and interpreted.

Brockington offers the County a trained staff that has the skills and experience to prepare extensive historic contexts and cultural resources reports and to document and evaluate historic buildings and structures in Florida. Brockington's experienced team of architectural historians can identify, describe, and evaluate eligible and contributing resources based on the NRHP criteria of significance, the integrity of resources, and relevant historic contexts. We have more than 26 years of experience working on grant-funded historic resources surveys, historic context reports, and NRHP and NHL nominations across the United States. Brockington's staff meets the Secretary of the Interior's Historic Preservation Professionals Qualifications and has a proven record of performing specialized history services within an established budget and timeframe.



Under the guidance of the lead manager, Brockington's architectural historian will oversee all aspects of the Northwest St. Johns County Regional History and Architectural Survey and will work closely with County staff. Brockington's team will develop a project schedule and submit it to the County for review and approval, ensuring the timely and successful completion of all project tasks. The following presents a summary of the tasks associated with the research, development, and production of the Northwest St. Johns County Regional History and Architectural Survey.

Project Tasks

- Project manager Charles Philips and project architectural historian Paige Wagoner will meet (onsite) with the County and other interested stakeholders to discuss the overall project requirements and the methods to be employed, set out specific historical topics and historic resources that should be addressed and researched, and review the project schedule. This meeting will provide the framework for the historic context and architectural survey and will guide activities throughout the project.
- The project architectural historian will review completed Florida Master Site File (FMSF) historical structure forms within Northwest St. Johns County. This data will be used as the basis for the reconnaissance level survey that will identify and document significant architectural resources within the project area.
- The project architectural historian will undertake a windshield reconnaissance survey to identify historic properties and highlight common architectural styles and historical themes within Northwest St. Johns County. As outlined in the National Register Bulletin #24, a windshield reconnaissance level survey is useful in ascertaining "a general picture of the distribution of different types and styles [of architectural resources], and of the character of different neighborhoods" (Parker 1985:35-36). During the reconnaissance level survey, the project architectural historian will photograph individual historic buildings, potential historic districts, and other significant sites. Photographs and information collected from the reconnaissance survey will be incorporated into the historic context.
- In coordination with County staff, the project architectural historian will select thirty-two (32) resources located within the WBSH corridor for an intensive level survey. In accordance with Florida Division of Historic Resources' Cultural Resource Management Standards & Operational Manual (2012), this survey will include field verification, photographic documentation, and an update of FMSF forms for the thirty-two (32) selected properties. Brockington will also reevaluate the thirty-two (32) resources located with the WBSH corridor to determine historical significance based on NRHP's criteria and relevant historic contexts. The location of each historic resource will be recorded on USGS topographic and/or county tax maps utilizing GIS technology. Draft and final FMSF forms, including associated maps and photographs will be prepared for County review. Brockington will submit the completed forms to the Florida Division of Historic Resources.
- The project manager and project architectural historian will gather background information from local repositories to help identify, assess, and interpret the aboveground historic resources and to develop the relevant historic context. This research will focus on the historical topics outlined in the RFQ (Indian towns, Spanish missions, British plantations, citrus growers, African American communities, etc.), historic buildings and structures identified in the reconnaissance and intensive surveys, and other historical themes identified by Brockington's

project team and County staff. The background research task will consist of archival research, oral interviews, and the collection of historic photographs and maps.

- After completion of the background research and architectural surveys, the project historians will prepare an extensive regional history focused on Northwest St. Johns County. As outlined in the RFQ, the report will include:

- Executive Summary
- Acknowledgments
- Table of Contents
- List of Figures
- List of Tables
- Criteria and Methodology
- Timeline of Historical Development
- Descriptions and Evaluation of Historic Resources
- Recommendations
- Bibliography

Recommendations on the historical significance of documented buildings and structures as well as effective preservation and management strategies for historic resources will be included in the report. A draft of the history will be provided to the County in the form of an unbound hard copy and an electronic copy (PDF) for review and comment (review period 30 days). Brockington's team will address all comments to the draft text.

- Upon receipt of the County's comments, Brockington's team will revise the draft history, making

all necessary changes. Within 30 days of receipt of County comments, Brockington will provide five (5) bound copies and four (4) digital copies (on DVD-R) of the historical study to the County. Brockington will also submit final FMSF forms of thirty-two (32) historical structure forms to the County and the Florida Division of Historic Resources.

Project Deliverables

- Five (5) bound copies of the historical study
- Four (4) digital copies of the historical study (on DVD-R)
- Thirty-two (32) updated FMSF historical structure forms

Project Timeline

Brockington has provided a preliminary schedule with anticipated project tasks and completion dates in Table 2.

3.2 Northwest St. Johns County Lesson Plans

Project Approach

The History Workshop proposes to develop a series of lesson plans designed to enhance students' understanding of the history of Northwest St. Johns County. In Florida, American history is taught primarily in Grades 2, 4, 5, 8, and 9-12. In particular, Grades 4, 5, and 8 explore the history of American Indian culture, the arrival of Europeans in the New World, and the evolution of American history and culture from the colonial period to the present day.

Table 2. Project Schedule for the Northwest St. Johns County Regional History and Architectural Survey.

Project Task	Week Completed (from NTP)
Consultant selection notification	NTP
Initial project meeting with the County and other interested stakeholders (on-site)	Week 2
Review FMSF forms	Week 4
Reconnaissance level architectural survey	Week 8
Intensive level architectural survey	Week 12
Background research	Week 16
Submit draft historical narrative and FMSF forms to the County	Week 32
Receive comments from County on draft historical narrative and FMSF forms	Week 36
Submit final historical narrative and FMSF forms to the County	Week 40
Project complete	Week 40

Since the proposed lesson plans will be based on the Florida's curriculum standards for Social Studies, we recommend developing the lesson plan content and activities around the Sunshine State Standards for these three grade levels.

The proposed educational products will include a Teacher's Guide and a series of lesson plans. The History Workshop will use the historical narrative developed during the historical studies phase of this project as the basis for the Teacher's Guide background information; the study also will be a resource for selecting subjects for the lesson plans. The Teacher's Guide will provide educators with all of the information they need to teach the accompanying lesson plans including historical background information, useable historical pictures, and information about other relevant resources. The accompanying lesson plans will be developed for Grades 4, 5, and 8. All of the lesson plans will be designed to meet Florida's Common Core Standards for Social Studies. Each lesson plan will help build vocabulary and reading skills and encourage students to analyze, evaluate, and synthesize information. Each lesson plan will identify the relevant Sunshine State Standard, set out learning goals and objectives, and will include a supply list, a teaching strategy, activity sheets, answer keys, and a list of additional resources. The Teacher's Guide and lesson plans will be prepared in PDF format and delivered to the client on disk (maximum of 25 copies). This will permit easy upload of the lessons to the web if desired.

The History Workshop project manager will oversee all aspects of the Northwest St. Johns County Lesson Plans project and will be the point of contact for the County. The project manager will attend two (2) meetings with the representatives from the County, WBSH, and other stakeholders. The project manager can be available for other meetings as necessary via teleconference or Skype and will be available by telephone or email during regular business hours, Monday through Friday from 8:30 am until 5:00 pm EST. The project manager will provide regular electronic updates to the client regarding project progress.

The History Workshop project manager will develop a project schedule and submit it to the client for review and approval. The project manager will be responsible for ensuring the timely and successful completion of all aspects of the project.

The following presents a summary of all of the tasks associated with the development of the Northwest St. Johns County Lesson Plans.

Project Tasks

- The History Workshop project manager will meet with representatives from the County, WBSH, and other identified stakeholders to discuss the overall project requirements. We will set out the number of lesson plans to be developed, subjects and learning goals for each lesson, and review the project schedule.
- The History Workshop project manager will review the State of Florida curriculum standards and identify specific Sunshine State Standards the lesson plans will address.
- The History Workshop project manager will review the historical narrative developed during the historical studies phase of the project to identify specific subjects for the lesson plans.
- The History Workshop project manager will use the historical study as the basis for the Teacher's Guide that will accompany the lesson plans.
- The History Workshop will develop an outline of concepts for each lesson plan that sets out preliminary student learning objectives and lesson strategy and structure. The outline will be provided to the client and its designated stakeholders for review and comment. The History Workshop can meet with the client to review and discuss the outline.
- Upon acceptance of the outline, the History Workshop will develop a draft of the Teacher's Guide and the accompanying lesson plans and submit the document to the client for review. The project manager can meet with the client to review the draft lessons.
- The History Workshop will address all client comments to the draft and prepare a final document.

- The final Teacher's Guide and lesson plans will be prepared in PDF format and delivered to the client on disk (maximum of 25 copies). This will permit easy upload of the lessons to the Web if desired.

Project Deliverables

Teacher's Guide and Lesson Plans on CD (maximum 25 disk copies)

Project Timeline

Brockington has provided a preliminary schedule with anticipated project tasks and completion dates in Table 3.

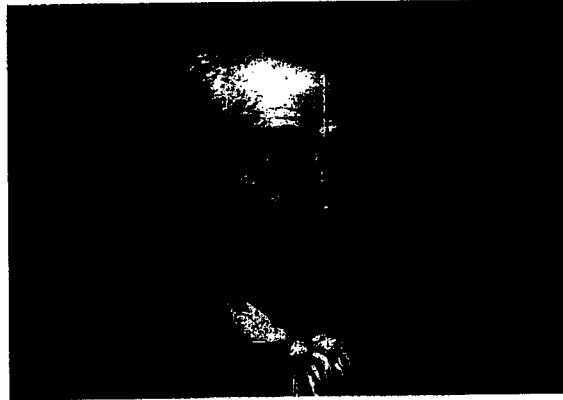
Table 3. Project Schedule for the Northwest St. Johns County Lesson Plans.

Project Task	Week Completed (from NTP)
Consultant selection notification	NTP
Background research complete	Week 16
Outline of lesson plans completed	Week 20
Lesson plan drafts completed	Week 28
Final lesson plans completed	Week 40

3.3 WBSH Historical Video

Project Approach

The History workshop proposes to develop a 10-minute video about the life of William Bartram, America's first naturalist. William Bartram and his father John Bartram traveled throughout the southeast during the middle of the eighteenth century collecting information about the region's plants, animals, and people. For a period of time he resided in Northwest St. Johns County. The video will use historic and contemporary photographs, video, information graphics and maps, narration, and music to tell the story in a dynamic and lively manner. The video will be designed as a stand-alone presentation and will be short enough for incorporation into Web sites or as part of the lesson plans also being developed during this project. We recommend creating the video for an eight-grade-level audience in order to have wide appeal to a variety of viewers including students in earlier



grades and adult audiences. The History Workshop will provide 100 copies of the video in DVD cases.

To develop the video, the History Workshop will review the historical studies document developed as part of this project and undertake additional research about the life and times of William Bartram. The Bartram Trail Conference will be an important source of information. In addition, William Bartram's journal published in 1791 is available online as part of the Documenting the American South project of the University of North Carolina at Chapel Hill. We will use the information gathered during the research phase to develop an outline of the video and to write a script for the narration. The script will be provided to the County and its stakeholders for review. We will gather and digitize photographs and will create two separate information graphic maps. We will record the audio narration and select and secure rights for music. We will film any necessary B-roll or use any existing footage and/or information available from the County, the Bartram Trail Conference, and the WBSH. In addition, the History Workshop has hours of scenic video footage filmed along WBSH as part of a previous video project. With permission, this film may be available for use during this project. The History Workshop will create and edit the video and provide 100 copies on the video on DVD.

The History Workshop project manager will oversee all aspects of the William Bartram Video Project and will be the point of contact for the County. The project manager will attend two (2) meetings with the representatives from the County, the CMC, and other stakeholders. The project manager can be available for other meetings as necessary via teleconference or Skype and will be available by telephone or email during regular

business hours, Monday through Friday from 8:30 am until 5:00 pm EST. The project manager will provide regular electronic updates to the client regarding project progress.

The History Workshop project manager will develop a project schedule and submit it to the client for review and approval. The project manager will be responsible for ensuring the timely and successful completion of all aspects of the project. The following presents a summary of all of the tasks associated with the development of the WBSH Historical Video.

Project Tasks

- The History Workshop project manager will meet with representatives from the County, WBSH, and other stakeholders to discuss the overall project requirements. We will set out the number of lesson plans to be developed, subjects, and learning goals for each lesson, and review the project schedule.
- The History Workshop will review the historical studies document developed as part of this project and undertake additional research about the life and times of William Bartram including information available through the William Bartram Conference, the University of Florida's online history Web site, and other online resources and publications.
- The History Workshop will use the information gathered during the research phase to develop an outline of the video and to write a script for the narration.
- The outline and script will be provided to the County and the CMC for review. The History Workshop can meet with the client to discuss the outline and script.
- The History Workshop will gather and digitize photographs for use in the video.
- The History Workshop will create two information graphic maps.
- The History Workshop will record the audio narration and select and secure rights for music.

We will film any necessary B-roll or use any existing footage and/or information available from the County, the Bartram Trail Conference, and the WBSH.

- The History Workshop will create and edit the video. We will provide one (1) rough cut and one (1) final cut of the video to the client for review. The History Workshop will address all client comments.
- Upon approval of the final video, the History Workshop will produce and deliver 100 copies of the video on DVD.

Project Deliverables

10-minute video on DVD (maximum 100 copies).

Project Timeline

Brockington has provided a preliminary schedule with anticipated project tasks and completion dates in Table 4.

Table 4. Project Schedule for the WBSH Historical Video.

Project Task	Week Completed (from NTP)
Consultant selection notification	NTP
Background research complete	Week 16
Video Outline and preliminary script completed	Week 18
Video Rough cut completed	Week 24
Video finalized and delivered	Week 32

3.4 Florida Frontiers Weekly Radio Show Write Ups

Project Approach

Brockington will provide a series of twelve write ups suitable for a broad-based, statewide educational radio program pertaining to the history of Northwest St. Johns County and the WBSH. Based on the historical context developed for the County and the CMC, we will prepare twelve (12) write ups for submittal to *Florida Frontiers: The Weekly Radio Magazine of the Florida Historical Society*. This show is produced by the Florida Historical Society

under direction of Dr. Ben Brotemarkle. We will consult with the producer to ensure relevance of the suggested topics for the radio program. Each write up will briefly discuss a subject relevant to the history of Northwest St. Johns County, the WBSH, and the history of the state of Florida and United States.

Project Tasks

- After the background research has been completed, the project historian will compile a master list of potential topics that merit presentation on the *Florida Frontiers* radio program. These topics will be of sufficient importance to the area and Florida history, have adequate archival materials and or potential interviewees, and/or have existing cultural resources to properly present the story.
- The project historian will consult with the CMC and the County to develop a list of topics to be discussed with the *Florida Frontiers* radio show.
- The project historian will contact Dr. Brotemarkle at *Florida Frontiers* and review each topic for the show's interest, eliminating any that the producer does not consider relevant for the radio show.
- The project historian will then consult with the CMC and the County and select twelve topics that will be approved for the final write ups.
- The project historian will then prepare a write up of the twelve (12) topics to be submitted to the radio program. In the process he will continue consultation with the CMC, the County, and other subject specialists for interviews or information on the topics. Each write-up will include:
 - A suggested title
 - Brief summary of the topic and historic context
 - Description of existing cultural features related to the topic (location of structures, ruins or sites and accessibility)
 - Location of archival materials to be researched
 - Brief discussion and contact information for potential interviewees familiar with the topic
 - Special information that might add to the story or special challenges to raising the topic in a public forum



- The project historian will submit the twelve (12) write-ups to the *Florida Frontiers* radio show and be available for consultation for up to six months to aid CMC and the *Florida Frontiers* radio show with the presentations.

Project Deliverables

Five hard copies of each of the twelve (12) *Florida Frontiers* radio show write ups.

Project Timeline

Brockington has provided a preliminary schedule with anticipated project tasks and completion dates in Table 5.

Table 5. Project Schedule for the *Florida Frontiers* Radio Show Write Ups.

Project Task	Week Completed (from NTP)
Consultant selection notification	NTP
Background research complete	Week 16
Development of Topic List and submittal to CMC	Week 20
Consult with <i>Florida Frontiers</i> on topic list	Week 24
Final 12 topics to be approved by CMC and St. Johns County	Week 28
Preparation of the 12 write ups	Week 36
Write ups completed and submitted	Week 40

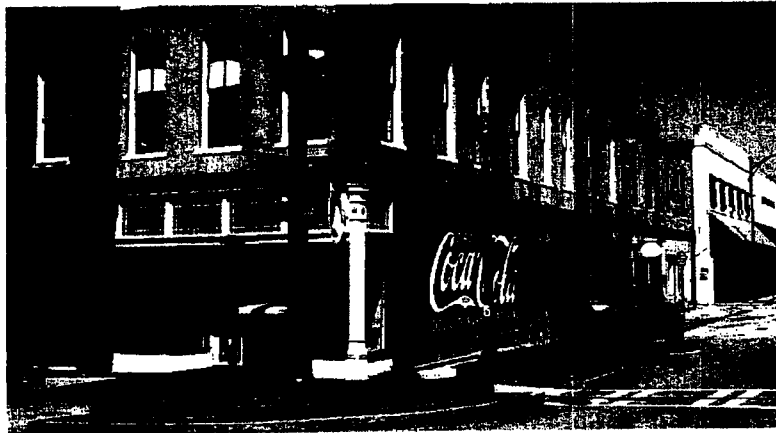
4.0 Ability to Perform Required Services

Brockington is pleased to present five specific examples of our work that highlight our ability to perform the tasks set forth in the RFQ. These examples demonstrate our experience with historic resources surveys, historic context reports, lesson plans for local school children, video production, and public outreach. Each example presents a brief summary of the project, a point of contact, and a project cost.



Gainesville Historic Structures Survey

Gainesville, Georgia



CLIENT

City of Gainesville
P.O. Box 2496
Gainesville, GA 30503

Contact:

Rusty Ligon
770-531-6570
rligon@gainesville.org

Beginning in 2006, the City of Gainesville, Georgia's Community Development Department, contracted with Brockington and Associates, Inc., to conduct a multi-phase community-wide Historic Structural Survey of buildings and other structures in order to develop goals and priorities for historic resources within the city. For the undertaking, a Category I Historic Preservation Fund Grant for Certified Local Governments was used, provided by the National Parks Service and administered by the Georgia Historic Preservation Division, along with matching funds from the City of Gainesville. In an effort to garner public support for the project, the City and Brockington held a series of open house-type forums to encourage participation among the residents, business occupants, and property owners of the resources for each survey phase.

Brockington completed the five-phase survey in 2011, resulting in the documentation of more than 2,500 resources.

Within the survey area, project historians conducted a parcel-by-parcel investigation, recording and documenting each individual residential, institutional, commercial, or recreational resource that fell within survey criteria. In addition, Brockington provided development history summarizing the historical background and influences on the built environment of the region, Hall County, and Gainesville, and an architectural analysis that provides an overview of typical resources in the survey areas and suggests potential Historic Districts within the city. Finally, an analysis of recorded resources was also provided, along with recommendations to help guide future preservation activities in Gainesville.

The survey provides support for local historic designation and better prepare the city's planning and development staff and the Gainesville Historic Preservation Commission in the management of historic resources. The survey is also designed to augment the ongoing, statewide Georgia Historic Resources Survey of buildings, sites, structures, and objects of historical, architectural, and cultural significance.

ELEMENT

Historic architectural survey

BUDGET

\$149,085.47

PERIOD OF PERFORMANCE

2006 - 2011

Bohemian Commercial Historic District NRHP Nomination and Historic Resources Survey

Cedar Rapids, Iowa



CLIENT

City of Cedar Rapids
City Hall North
3851 River Ridge Dr. NE
Cedar Rapids, IA 52402

Contact:

Diane Rodenkirk
319-286-5023
d.rodenkirk@cedar-rapids.org

ELEMENTS

- Architectural survey
- National Register of Historic Places nomination

BUDGET

\$34,043.04

PERIOD OF PERFORMANCE

2009 - 2012

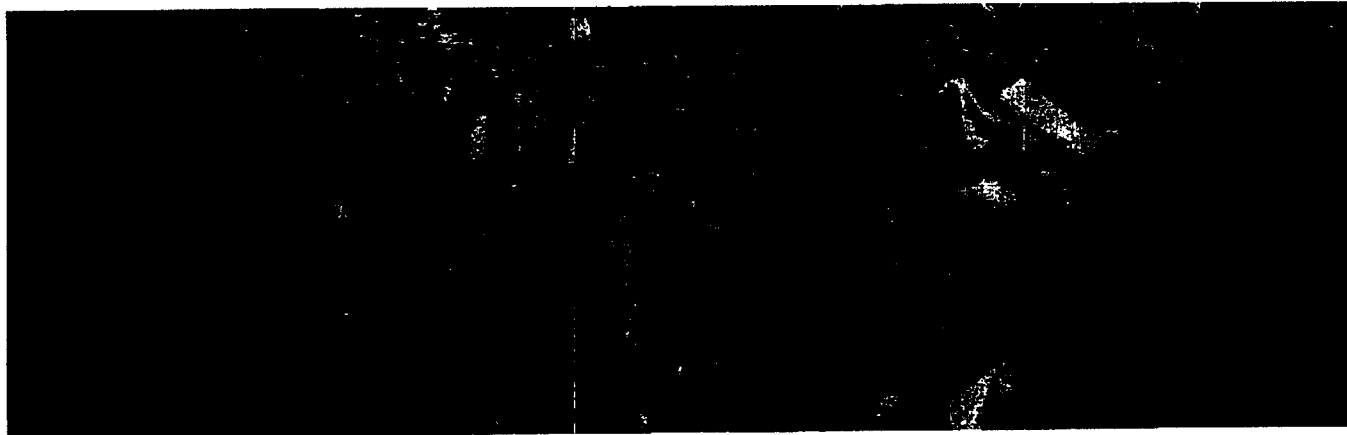
In 2009, Brockington and Associates, Inc. completed a historic resources survey and National Register of Historic Places (NRHP) nomination for the Bohemian Commercial Historic District in downtown Cedar Rapids, Iowa for the City of Cedar Rapids, Community Development Department. The project was in response to the devastating 2008 flood, which severely impacted valuable historic buildings within the historic district and the surrounding neighborhoods. In an effort to mitigate the loss of several flood-affected residential and commercial properties within the NRHP-listed Bohemian Commercial Historic District, we worked to document the district's remaining buildings and reaffirm the area's eligibility for the NRHP.

As the process of clean-up and rebuilding began, Brockington and Associates conducted a parcel-by-parcel investigation, recording and documenting each residential, institutional, commercial, and recreational resource within the historic district and its two adjacent neighborhoods, the Bohemian South Side and Czech Village. We identified additional architectural resources related to the city's Bohemian and Czech history and culture and recommended that the boundaries of the original historic district should be expanded to include related residential, commercial, and institutional properties. We used the information collected from the historic resources survey to write a new NRHP nomination form that helped further the understanding of the local Bohemian-American story during the nineteenth and twentieth centuries.

Despite the level of destruction in Cedar Rapids' historic Bohemian and Czech neighborhoods, recovery efforts moved forward to restore these neighborhoods and continue the preservation of their rich immigrant history and culture. While many of the historic buildings were lost or damaged by the flood, the identification of new historic resources and the redefinition of the area's historic district helped protect the neighborhood's architectural character and preserve the sense of history and culture for the city's Bohemian and Czech community.

The Immortal 600 Teaching Package

Georgia



CLIENT

Georgia Department of Transportation
One Georgia Center
600 West Peachtree Street, NW
Atlanta, GA 30308

Contact:
Eric Duff
404-631-1071
eduff@got.ga.gov

During the Civil War, more than 700,000 Union and Confederate soldiers were taken prisoner. The conditions on both sides were almost unbearable. At some camps, it was typical for one out of every four prisoners to die. The Immortal 600 was a group of Confederate POWs held in the Morris Island stockade in South Carolina, where they were exposed to cannon fire from the Confederate and Union armies.

The History Workshop worked with the Georgia Department of Education, the Federal Highway Administration, and the Georgia Technology Authority to develop the Immortal 600 teaching package, which tells the stories of these Civil War POWs and details the information about the Abandoned Cemetery Act.

Winner of the 2010 Exemplary Human Environment Initiatives award from The Federal Highway Administration and the Georgia Historical Records Advisory Board's 2009 Award for Excellence in the Educational use of Historical Records.

ELEMENTS

- Educational program
- Video documentary

BUDGET

\$26,120.00

PERIOD OF PERFORMANCE

2008

William Bartram Scenic and Historic Highway Video Documentary

St. Augustine, Florida



CLIENT

William Bartram Scenic and Historic Highway
and St. Johns County
4040 Lewis Speedway
St. Augustine, FL 32086

Contact:

Vickie Renna
904-209-0615
vrenna@sjcfl.us

ELEMENT

Video documentary

BUDGET

\$12,650.17

PERIOD OF PERFORMANCE

2010

In 2006, St. Johns County received a National Scenic Byways grant to record the remembrances of folks living along William Bartram Scenic and Historic Highway in order to capture the feeling and flavor of rural St. Johns County before the 1970s. From 2008 until 2010 oral historians with Brockington and Associates interviewed a number of the areas older residents. The History Workshop used their memories and anecdotes to create a 10-minute video documentary called Up From the Roots: Remembering Rural St. Johns County that tells the story of a less complicated time along the highway.

History of Inland Rice Production

Charleston County, South Carolina



CLIENT

Charleston County Roadwise
4401 Belle Oaks Driver
Charleston, South Carolina 29405-8526

Contact:

Ken Burger
803-254-2211
kburger@lpagroup.com

In 2009 Charleston County RoadWise (road planning division of Charleston County, SC) employed Brockington and Associates and The History Workshop to conduct documentation, excavation, and public outreach as mitigation for a 250-year old inland rice field system that was going to be impacted by the construction of a new parkway. Brockington documented the rice fields, researched the plantations that the rice fields were associated with, and did partial excavations of two embankments to study construction techniques. Brockington prepared a contextual study of these field systems for the National Register of Historic Places. Brockington designed and produced an outdoor panel/wayside sign and South Carolina roadway historical marker. Additionally, researchers conducted a series of public outreach lectures on the importance of inland swamp rice to South Carolina's history. The History Workshop developed a traveling educational photographic display, an inland rice website that is hosted on Charleston County's website, and produced a video and poster for the 2012 South Carolina Preservation Conference. The project generated public interest from the local newspaper, local television stations, and resulted in numerous invitations to discuss the topic and its relevance to South Carolina.

ELEMENTS

- Web site
- Outdoor sign
- Video documentary
- Photographic documentation
- NRHP context
- Traveling photographic display
- Public lecture series

BUDGET

\$82,000.00

PERIOD OF PERFORMANCE

2009 - 2011

**Appendix A:
Project Team Resumes**

JEFFREY W. GARDNER, RPA
SENIOR ARCHAEOLOGIST/HISTORIAN

EDUCATION

M.A. in Anthropology (1987) University of Tennessee

B.A. in Anthropology (1978) The Ohio State University

AREAS OF SPECIALIZATION

- Cultural Resources Management & Section 106 Compliance
- Archaeological Investigations
- Historic Cemetery Investigations
- Urban Archaeology
- Historic Sites Archaeology
- Historic Records Research

PROFESSIONAL SOCIETY MEMBERSHIP

Register of Professional Archaeologists (RPA)

Society for Historical Archaeology (SHA)

Society for Georgia Archaeology (SGA)

Georgia Council of Professional Archaeologists (GCPA)

Southeastern Archaeological Conference (SEAC)

Tennessee Council for Professional Archaeology (TCPA)

PROFESSIONAL POSITION [1987 - PRESENT]

Brockington and Associates, Inc., Archaeologist, Historian, Program and Project Manager/Principal Investigator; Florida Offices Branch Manager

EXPERIENCE

Utility Corridors for Georgia Power Company (Atlanta), Savannah Electric and Power Company, Duke Power Company (Charlotte), Oglethorpe Power Corporation (now Georgia Transmission Corporation, Atlanta), ANR Pipeline Company (Detroit), and Transco Pipeline Company (Houston)

Transportation Corridors for Georgia and South Carolina Departments of Transportation, Georgia Power Company, and Savannah Electric and Power Company (railroads)

Development Tracts for St. Johns River Water Management District, USDA Forest Service (SC), Mobile and Memphis District/USACE, Duke Power Company, Georgia Power Company, Savannah Electric and Power Company, Georgia, Tennessee, Alabama, and South Carolina Departments of Transportation, Consolidated Government of the City of Columbus/Muscogee County (GA), South Carolina Department of Parks Recreation and Tourism, Chatham County (GA), City of Griffin (GA), Clemson University (SC), Corporation for Olympic Development in Atlanta (CODA), Housing Authority of the City of Atlanta, Transco Energy Ventures Company, Norfolk Southern Railroad, and other private developers

Department of Defense Installations for US Army Garrison Japan (Honshu and Okinawa), Fort Benning, and the US Army Reserve, 88th Regional Support Command

Archaeological Data Recovery (Phase III)

Late nineteenth through early twentieth century house site in Lincoln County, NC

Eighteenth century Stono River plantation near Charleston, SC
Nineteenth century brickyard complex in Mount Pleasant, SC
Late nineteenth through middle twentieth century urban lots, downtown Atlanta, GA
Early to middle nineteenth century farmstead, Williamson County, TN
Middle nineteenth century slave residence turned tenant farmstead in Effingham County, GA

Program Manager for Cultural Resources Investigations at Palmetto Bluff, in Bluffton, SC

Archaeological survey and site evaluation of approximately 7,000 acres of the May River Neck in three development phase.
Archaeological data recovery at 11 sites on Phase I tract
Development of MOAs, management plans, and preservation covenants

Program Manager for Archaeological Evaluations at Fort Benning, GA

Background research and archaeological test excavations at 70 sites in Chattahoochee and Muscogee Counties, Georgia

Program Manager for Cultural Resources Investigations at US Army Garrison, Japan

Management of architectural survey and evaluation, archaeological reconnaissance, cultural resources model development, and HABS/HAER documentation for 10 US Army facilities in Kanagawa and Hiroshima Prefectures, Japan
Management of archaeological testing investigations at two sites, Torii Station, Okinawa

Cultural Resources Investigations for FERC Hydroelectric Relicensing

Georgia Power Company (Riverview and Langdale, Lloyd Shoals, North Georgia, Flint River, and Middle Chattahoochee Hydroelectric Projects)
Carolina Power & Light Company (Walters Hydroelectric Project)
Duke Power Company (Buzzard Roast Hydroelectric Project)
Crisp County Power Commission (Lake Blackshear Project)

Architectural and Historical Documentation

Historic American Buildings Survey (HABS) of a late nineteenth through middle twentieth century mill complex in Troup County, GA for the USACE, Mobile District

Historic Cemetery Location and Delineation/Preparation of Cemetery Disturbance Permit Applications/Cemetery Relocation

Georgia Power Company, and private developers in Chatham, Clayton, Gwinnett, and McIntosh counties, Georgia and Beaufort County, South Carolina

Historic Context Development

Phase II archaeological investigations of a late nineteenth through early twentieth century farmstead and plantations in Middle Tennessee for the Tennessee Department of Transportation

Development of Agreement and Management Documents (MOA, PA, HPMP, CRMP, ICRMP)

Duke Power, Georgia Power, Marshall Space Flight Center (NASA; Alabama), Stennis Space Center (NASA; Mississippi), Fort Benning (Georgia), Fort Buchanan and 1st Mission Support Command (Puerto Rico), NAS Key West (Florida), 88th and 96th Regional Readiness Commands (now 88th RSC), US Army Reserve

CHARLES F. PHILIPS, JR.
SENIOR HISTORIAN/ORAL HISTORIAN

EDUCATION

M.A. in History (2002), The Citadel/University of Charleston
B.A. in History (1975), Mercer University, GA

AREAS OF SPECIALIZATION

Colonial America, most specifically Carolina-Florida borders

Oral Historian

SE Indian Trade

Colonial Settlement patterns

On-going topics of research include: St. Augustine, entrepot for rural development in the second Spanish Period,
Inland rice and indigo production and settlement patterns in Southeast Coast

PROFESSIONAL SOCIETY MEMBERSHIP

Florida Historical Society

St. Augustine Historical Society

South Carolina Historical Society

Oral Historian Association

PROFESSIONAL POSITIONS

Sr. Historian, Brockington and Associates, Inc., Mt. Pleasant, SC (2003-present)

Adjunct Professor, American History, Southern Wesleyan University, Charleston, SC campus. (2003-present)

Historian, Charles Towne Landing State Historical Site. (2000-2003)

Independent Research Historian for various projects in SC and Florida, including research projects listed below. (1991-2003)

PROJECTS, PUBLICATIONS, AND PAPERS (PUBLISHED WORKS AND REPORTS)

- 2011-12 Gateway National Recreation Area Administrative History 1962-2010 (draft). An administrative history for the Gateway National Recreation Area, a unit of the National Park Service in New York and New Jersey.
- 2010 Inland Swamp Rice Context, 1690-1783. Preparation of Inland Rice Context for National Register of Historic Places (with Andrew Agha).
- 2010 *Traditions in Rice and Clay: Understanding an eighteenth-nineteenth century rice plantation. Dean Hall Plantation (38BK2132)*. A Report prepared by Brockington and Associates, Mt. Pleasant (With Andrew Agha, Nicole Isenbarger).
- 2010 *Santee Indian Tribe History*. A Report prepared by Brockington and Associates, Mt. Pleasant (with Dr. Eric Poplin). Report was to help tribe prepare for Federal Recognition.
- 2010 *Walworth Tract History*. Detailed land and use history of a 4,000-acre tract in St. Johns Berkeley Parish, Orangeburg County, SC. A report prepared by Brockington and Associates, Mt. Pleasant.
- 2010 *Lord Ashley Site* (with Andrew Agha, Nicole Isenbarger, and Katherine Saunders). A presentation and paper given at the annual meeting of the Society of Historic Archaeologists in Amelia Island, Florida.
- 2009 *William Bartram Trail and Historic A1A Oral History Projects*. Managed and conducted 53 oral history interviews for a Florida Scenic and Historic Highway and a National Scenic and Historic Byway. Interviews were conducted, transcribed, and edited and report summary prepared for each of the two projects.
- 2009 *Landscapes of Cultivation: Inland Rice Fields as Landscapes and Archaeological Sites*. (with Andrew Agha). *The African Diaspora Network* (September), an on-line newsletter published out of the University of Illinois.
- 2009 *A History of the Slater Tract*. A detailed history of 250 years of land use of an 8,000-acre MeadWestvaco land tract. A report prepared by Brockington and Associates, Mt. Pleasant, SC.
- 2008 *Historical Overview and Strategic Plan for East Edisto, Charleston and Dorchester Counties, South Carolina*. A report prepared by Brockington and Associates, Mt. Pleasant (with Ralph Bailey, Jr., and Edward Salo and Andrew Agha).

Brockington

CULTURAL RESOURCES CONSULTING

- 2008 *The History of the Bluff Tract*. Detailed history and land study of a tract of 8,000 acres in lower Colleton County. A report published by Brockington and Associates, Mt. Pleasant.
- 2007 *Culture Resources Survey of the Palmetto Commerce Parkway Extension Project, Charleston County, South Carolina*. A report prepared by Brockington and Associates, Mt. Pleasant (with Edward Salo, Jason Ellerbee, and Joshua N. Fletcher).
- 2006 A History of the Phosphate Mining Industry in the South Carolina Lowcountry with a focus on Ashley Phosphate Company. *South Carolina Antiquities, Vol.8 no.1 and 2* (with Kristrina Shuler and Ralph Bailey, Jr.).
- 2006 *Cultural Resources Survey and Testing at the Ponds Plantation development Tract Dorchester County, South Carolina*. A report prepared by Brockington and Associates, Mt. Pleasant, SC (with Edward G. Salo and Eric D. Sipes). This report included six oral history interviews with family members of former owners and others familiar with the land.
- 2006 *Cultural Resources Survey and Archaeological Testing of Selected Sites at Watson Hill Tract, Dorchester County, South Carolina*. A report prepared by Brockington and Associates, Mt. Pleasant, SC (with David Baluha and Ralph Bailey, Jr.).
- 2006 *A Brief History of Longfield Plantation Hampton County, South Carolina*. A report prepared by Brockington and Associates, Mt. Pleasant, SC (with Jason Ellerbee).
(with Bailey, Jr., Ralph, Kristrina A. Shuler).
- 2006 *Cultural Resources Survey of the Anderson Tract Jasper County, South Carolina*. A report prepared by Brockington and Associates, Mt. Pleasant, SC (with Catherine Runyan).
- 2006 *Cultural Resources Survey of the Shade Tree Tract, Charleston County, South Carolina*. A report prepared by Brockington and Associates, Mt. Pleasant, SC (with Eric D. Sipes, Jason Ellerbee and Ralph Bailey, Jr.).
- 2006 *Cultural Resources Survey and Testing of the Weber Research Tract Charleston County, South Carolina*. A report prepared by Brockington and Associates, Mt. Pleasant, SC (with Brent Lansdell and Ralph Bailey, Jr.).
- 2005 *Cultural Resources Assessment and Brief Background History of the 797.83 Acre Gippy Plantation Tract near the Town of Moncks Corner in Berkeley County, South Carolina*. A report prepared by Brockington and Associates, Mt. Pleasant, SC.
- 2005 *Archaeological Testing of 38CH2017 Bearzer Bolton Tract Charleston County, South Carolina*. A report prepared by Brockington and Associates, Mt. Pleasant, SC (with David S. Baluba and Ralph Bailey, Jr.).
- 2005 *Cultural Resources Survey and Evaluative Testing of the Battery Gaillard Tract, Charleston County, South Carolina*. A report prepared by Brockington and Associates, Mt. Pleasant, South Carolina (with Kristrina A. Shuler and Ralph Bailey, Jr.).
- 2004 *Return to Mt. Pleasant*. A report prepared for South Carolina and Gas Corporation by Brockington and Associates, Mt. Pleasant, SC (with Bailey, Jr., Ralph, Susannah Munson, Carol Poplin).
- 2004 *Cultural Resources Overview of the Proposed Cooper River Sewer Tunnel, City of Charleston, South Carolina*. A report prepared by Brockington and Associates, Mt. Pleasant, South Carolina (with Eric C. Poplin).
- 2004 *Cultural Resources Survey of Compartments 4,6,16, and 21 Woods Ferry Analysis Area, Enoree Ranger District, Sumter National Forest, South Carolina*. A report prepared for US Department Agriculture, Francis Marion and Sumter National Forests, by Brockington and Associates, Mt. Pleasant, SC (with Poplin, Eric C., Joshua N. Fletcher).
- 2003 *Cultural Resources Survey of the Fort Johnson Road Tract, Charleston County, South Carolina*. Prepared for EYC Companies by Brockington and Associates, Charleston, SC

PROJECTS (ORAL HISTORY)

- 2010 *Fort Campbell Mitigation*. Conducted 15 oral history interviews in conjunction with mitigation efforts at Clarksville Base, now a part of Ft. Campbell, Kentucky. Project included arranging and conducting audio interviews, transcription, project summary, and publishing both hard and digitalized copies of the interviews for Ft. Campbell. Interviewees included former military and civilians who served at Clarksville Base from 1948-1968.

Brockington

CULTURAL RESOURCES CONSULTING

- 2009-11 East Edisto Oral History Project. Conducted a series of 20 face-to-face interviews with older members of rural area of Charleston and Dorchester counties in South Carolina. Interviews were conducted, transcribed, and edited and several were video. Project is on going and a project report will be prepared when finished.
- 2007 *Task Force Restore Iraqi Oil (RIO)*. A series of 17 oral history interviews conducted in conjunction with the US Army Corps of Engineers, Office of History, Washington, DC. Interviews were conducted, transcribed and edited.
- 2008 *Ellis Square Project*. A series of Oral History Interviews with 15 members of the Savannah Georgia community conducted in conjunction with the City of Savannah's plan to restore Ellis Square. Interviews conducted in Savannah, Georgia. All interviews were videotaped but not transcribed or edited.
- 2006 *From Sunset Road to the Siegfried Line: The World War II Memories of Charles F. Philips*. An oral history memoir edited by Charles F. Philips, Jr., Brockington and Associates, Mt. Pleasant, SC.
- 2006 *As Mobile Goes, So Goes the Corps: A Look at Change inside an Entrenched Government Agency*. A History of the Mobile Corps of Engineers, 1985-2003, prepared for the Mobile District, U.S. Army Corps of Engineers by Brockington and Associates, Mt. Pleasant, SC (with Bailey, Jr., Ralph, Charles F. Philips, and Carol Poplin). Project included 51 oral history interviews with current or former officers and employees of the District. Interviews included nearly all the former District Engineers.
- 2005 South Atlantic Division History Interviews. A series of 20 face-to-face and on-phone interviews with officers and employees of the South Atlantic Division of the US Army Corps of Engineers. Interviews conducted in Georgia, Alabama, and South Carolina. Interviews were conducted and transcribed but not edited.

PAIGE M. WAGONER
ARCHITECTURAL HISTORIAN/PROJECT MANAGER

AREAS OF SPECIALIZATION

National Register of Historic Places (NRHP) and National Historic Landmark (NHL) Nominations
Architectural Survey
Archival Research
Building Documentation and Evaluation
African American History and Culture
Urban History

EDUCATION

M.A in Architectural History (2007) University of Virginia
B.A. in Historic Preservation and Community Planning/ Art History (2004) College of Charleston
Lorenzo de Medici Institute of the Arts, Florence, Italy (2003)

PROFESSIONAL SOCIETY MEMBERSHIP

SOUTHEAST CHAPTER OF THE SOCIETY OF ARCHITECTURAL HISTORIANS
VERNACULAR ARCHITECTURE FORUM

EXPERIENCE

2007-Present Architectural Historian, Brockington and Associates, Mount Pleasant, South Carolina
2006-2007 Research Assistant, John N. Napoli, Visiting Professor of Architectural History, University of Virginia, School of Architecture
2006 Internship, Historic Charleston Foundation, Preservation Department
2004 Internship, Charleston Museum, Department of Archaeology

PROJECTS, PUBLICATIONS, AND PAPERS

2012 Architectural Historian, Documentation of Historic Buildings and Structures, United States Army Garrison Japan, Okinawa
2012 Architectural Historian, National Register of Historic Places nomination for Huck's Defeat Battlefield, York County, South Carolina
Architectural Historian, National Historic Landmark nomination, Hobcaw Barony, Georgetown, South Carolina
2011 Architectural Historian, National Register of Historic Places nomination for Staff Row and Old Post Historic District [boundary increase], Fort McPherson, Georgia
2011 Historian, Exhibit Plan for the Center of African American History, Aiken, South Carolina
2011 Architectural Historian, Documentation of Historic Buildings and Structures, United States Army Garrison Japan, Tokyo, Kanagawa, and Hiroshima Prefectures
2010 Architectural Historian, Old Village Historic District Architectural Survey, Mount Pleasant, South Carolina
2010 Paper Presentation, "Constructing Free Identity: The Invention and Adaptation of the Charleston Freedman's Cottage," at the 2010 Annual Vernacular Architecture Forum Conference, Washington, D.C.

- 2010 Architectural Historian, Cultural Resources Surveys for twenty-five intersection improvement projects for the South Carolina Department of Transportation (SCDOT), South Carolina
- 2010 Architectural Historian, Cultural Resources Survey of the Maybank Highway Widening and Pitchfork Project, Charleston, South Carolina
- 2010 Architectural Historian, Cultural Resources Survey of the US 301/I-95 Interchange Improvements Project, Orangeburg County, South Carolina
- 2009(2011) Architectural Historian, National Register of Historic Places nomination for Bohemian Commercial Historic District [boundary increase], Cedar Rapids, Iowa
- 2009 Architectural Historian, Cultural Resources Survey of the Celriver Road Widening Project, York County, South Carolina
- 2009 Architectural Historian, US Army Garrison Japan Cultural Resources Inventory, Japan
- 2009 Architectural Historian, National Register of Historic Places nomination for Fort McPherson National Cemetery, Maxwell, Nebraska
- 2009 Architectural Historian, National Register of Historic Places nomination for Quincy National Cemetery, Quincy, Illinois
- 2009 Architectural Historian, National Register of Historic Places nomination for Alton National Cemetery, Alton, Illinois
- 2009 Paper Presentation, "The Charleston Freedman's Cottage," at the Archaeological Society of South Carolina Annual Conference, Columbia, South Carolina
- 2009 Architectural Historian, National Register of Historic Places nominations for Historic Conway Downtown and Residential Districts, South Carolina
- 2009 Architectural Historian, Architectural Survey of the Cainhoy Historic District/Farm Hill Tract, Charleston, South Carolina
- 2009 Historian, Paradise Island Brick Kiln, Charleston County, South Carolina.
- 2009 Architectural Historian, Dillon Countywide Historic Resources Survey, Dillon County, South Carolina
- 2009 Architectural Historian, Folly Bridge Replacement Survey, Folly Beach, South Carolina
- 2008 Paper Presentation, "Constructing Free Identity: The Invention and Adaptation of the Charleston Freedman's Cottage," at the Southeast Chapter of the Society of Architectural Historians Annual Conference, Greensboro, North Carolina
- 2008 Architectural Historian, Architectural Survey of President Street Wall, Medical University of South Carolina, Charleston, South Carolina
- 2008 Architectural Historian, Cultural Resources Survey and Testing of SC Route 707 Improvements Project, Horry County, South Carolina
- 2008 Historian, Rebellion Farms Tract, Berkeley County, South Carolina.
- 2008 Architectural Historian, Architectural Survey of the University Historic District, Salt Lake City, Utah
- 2008 Architectural Historian, Historic Resources Survey of the City of York, York, South Carolina
- 2008 Historian, Arborgen Tract, Dorchester County, South Carolina
- 2008 Historian, Malphrus-Soifer Farm Tract, Jasper County, South Carolina
- 2008 Architectural Historian, Marlboro Countywide Historic Resources Survey, Marlboro County, South Carolina
- 2008 Historian, Holiday Drive Tract, Berkeley County, South Carolina
- 2007 Architectural Historian, 1-73 Mega Project South, South Carolina
- 2007 Architectural Historian, 1-73 Mega Project North, South Carolina
- 2007 Architectural Historian, Historic Resources Survey of Mullins, South Carolina

- 2007 Architectural Historian, Cultural Resources Survey and Testing of the Port Royal Harbour Redevelopment Tract, Port Royal, South Carolina
- 2007 Architectural Historian, Architectural Survey of the Central High School Neighborhood Historic District, Little Rock, Arkansas

CAROL J. POPLIN
SENIOR PROJECT MANAGER
LEAD INTERPRETER
ARCHAEOLOGIST

EDUCATION

M.A. with Merit in Museum Studies (2007), University of Leicester, England
B.A. in Archaeology (1982) University of Calgary, Alberta, Canada

AREAS OF SPECIALIZATION

Interpretation and Exhibit Development
Historical Archaeology
Archaeology of Slavery
Material Culture Studies

PROFESSIONAL SOCIETY MEMBERSHIP

Society for Historic Archaeology
Society for American Archaeology
Southeastern Archaeological Conference
SC Museums Federation
Southeastern Museums Conference

PROFESSIONAL POSITIONS

Interpreter/Archaeologist, Brockington and Associates, Inc., (1988-present).
Laboratory Director (1988-1994)
Graphics Specialist (1990-2000)
Editor (2000-2005)
History Workshop Project Manager 2005-present
Archaeologist, R. Christopher Goodwin & Associates, Inc., New Orleans (1986-1988).
Technician/Graphics Specialist, Lifeways of Canada, Ltd., Calgary, Alberta (1980-1985).
Field School, Dolores Archaeological Project, Colorado with Washington State University

EXPERIENCE

Ongoing Lead Interpreter. **Voices of the Sandhills Video/Web Site.** A multimedia presentation about the archaeology of the North Carolina Sandhills for Fort Bragg.

Ongoing Project Manager/Lead Interpreter. **Center for African American History, Art, and Culture.** Developing an exhibit plan for a 3000 sq. ft. history hall in Aiken, South Carolina.

2011 Project Manager/Lead Interpreter. **City of Charleston, Demetre Park.** Outdoor exhibit including eight interpretive panels about the history and ecology of Charleston Harbor, SC.

2011 Project Manager/Lead Interpreter. **Thomson Park Revolutionary War Site.** Outdoor exhibit including three interpretive panels about the Revolutionary War battle at Breach Inlet on Sullivan's Island, SC.

- 2010 Project Manager/Lead Interpreter. **Aiken Railroad Depot Exhibit Plan and Design/Build.** Developed an exhibit plan to interpretive a series of railroad dioramas at the new Aiken Railroad Depot, Aiken South Carolina. We implemented the plan which included the development, design, and fabrication of a series of interpretive panels and hands-on interactives.
- 2010 Project Manager/Lead Interpreter **Cypress Gardens Heritage Room.** Developed a multi-component exhibit about the archaeological investigations of Dean Hall Plantation. Particular emphasis was placed on telling the stories of enslaved community.
- 2009 Project Manager/Lead Interpreter. **Rosenwald Schools Initiative Traveling Exhibit.** Developed a traveling exhibit about Rosenwald Schools for the National Trust for Historic Preservation.
- 2009 Project Manager/Lead Interpreter. **History Exhibition at the Colleton River Plantation.** Developed exhibits about the history of Colleton River for the Pete Dye Clubhouse at Colleton River Plantation, Bluffton, South Carolina
- 2009 Project Manager/Lead Interpreter. **History Exhibition at the Dataw Welcome Center.** Developed exhibits about the history of Dataw Island for their new Welcome Center, Dataw Island, South Carolina
- 2009 Project Manager/Lead Interpreter.. **Sweetgrass Basket Pavilion.** Developed an interpretive program for the Sweetgrass Basket Cultural Arts Pavilion at the new waterfront park in Mt. Pleasant, SC.
- 2008 Lead Interpreter. **Historic Battlefield Parks at Folly and Morris Island.** Developed an interpretive program for the cultural sensitive and significant Civil War battlefields on Folly and Morris Islands, South Carolina.
- 2008 Project Manager. **Charleston Heritage Federation.** Managed the development and installation of a large advertising display for the Charleston Heritage Federation in the Charleston, SC visitor center.
- 2008 Project Manager/Lead Interpreter.. **Cherokee County History and Arts Museum.** Developed exhibits for a 3000 square foot museum dedicated to the history of Cherokee County, SC.
- 2007 Project Manager/Lead Interpreter.. **Charleston City Hall Exhibits.** Developed interpretive panels and artifact exhibits for the newly restored City Hall.
- 2007 Project Manager. **Charleston Slave Mart Museum.** Created a display system for exhibits. Worked with staff to select and arrange artifacts for display
- 2007 Project Manager/Lead Interpreter.. **Marine Corps Air Station Beaufort, Public Outreach Program** Created a multi-component interpretive program that included a traveling exhibit, website, educational lesson plans, and permanent exhibits.
- 2007 Project Manager/Lead Interpreter.. **P'On Artifact Display.** Developed artifacts exhibits about the history of P'On for the community elementary school.
- 2006 Project Manager/Lead Interpreter.. **Camden Towers Courtyard.** Outdoor exhibit including six interpretive panels about the history of the railroad in Charleston, SC.
- 2006 Project Manager/Lead Interpreter.. **Daniel Island History Trail.** Outdoor exhibit including eight interpretive panels about the history and archaeology of Daniel Island, SC.
- 2006 Project Manager/Lead Interpreter.. **Cemochechobee at George Bagby State Park.** Indoor exhibit including interpretive panels and artifact exhibits.
- 2004 Lead Interpreter/Designer. **Plantation Archacology, Miss Ruby Forsythe, Joseph Raincy at The Rice Museum, Georgetown, SC.** Indoor exhibit including interpretive panels and artifact exhibits.
- 2003 Designer. **The Archaeology of Slavery, Boone Hall Plantation, SC.** Designed interpretive panels, artifacts exhibits, and created an archaeology diorama.
- 2003 Designer. **Slave Cabins, Historic Columbus Foundation, GA.** Designed interpretive panels for their slavery exhibit.

PROJECTS, PUBLICATIONS, AND PAPERS

2010 (Paper)

Let Me Tell You About the Very Rich: A Gilded Age Family at Palmetto Bluff, South Carolina. Society for Historical Archaeology, Amelia Island, Florida.

2008 (Paper)

As a Living Part of Our Community: Sharing the Past with the Public through CRM. Southeastern Archaeological Conference, Charlotte, North Carolina.

2007 (Masters thesis)

Magnolias, Masters, and the Myth of the Old South: Searching for Signs of a New Narrative at Charleston's Antebellum Plantation and House Museums. Submitted to the Department of Museum Studies, University of Leicester.

2007 (contributor)

Hip Waders at High Tide, A Field Methodology for the Intertidal Zone, Combabee Ferry Historic District. Poster presented at the 2007 Southeastern Archaeological Conference.

2005 (contributor)

"Meet, O Lord, On the Milk-White Horse" Archaeological Data Recovery at Rephrain Plantation Sites 38BU1385 and 38BU1803, Palmetto Bluff, Beaufort County, South Carolina. Prepared for Palmetto Bluff, LLC, Bluffton, SC

2005 (editor)

Cherokee Removal: Forts Along the Trail of Tears. For the National Park Service and Georgia Department of Natural Resources, Historic Preservation Division.

2004 (with Charles F. Phillips)

"So Goes the Corps," A Look at Change Inside an Entrenched Government Agency, US Army Corps of Engineers, Mobile District. Prepared for the US Army Corps of Engineers, Mobile, Alabama.

2004 (with Joshua Fletcher and Eric C. Poplin)

"Let Me Tell You About the Very Rich," Archaeological Data Recovery at 38BU1804 and 38BU1788, Palmetto Bluff, Beaufort County, South Carolina. Prepared by Palmetto Bluff LLC, Bluffton, SC.

2004 (with Ralph Bailey, Jr.)

Archaeological Data Recovery at 38CH1473, A Christ Church Slave Row, Charleston County, South Carolina. Prepared for Lutheran Homes of South Carolina.

2003 (Poster Session)

The Gilded Age at Palmetto Bluff, South Carolina. Presented at the 60th Southeastern Archaeology Conference, Charlotte, NC.

2003 (Poster Session)

Presenting Ethnically Sensitive Issues to the Public: Examples from Roswell and Columbus, GA. Presented at the 2003 Society for Historic Archaeology Conference, Providence, RI.

THE HISTORY
WORKSHOP
STORIES OF THE LAND AND THE PEOPLE

2003 (with Tina M. Rust, Ralph Bailey, and Eric C. Poplin)

Archaeological Data Recovery at Site 38CH1511, The Ellis Tract, Charleston County, South Carolina. Prepared for Van Smith Concrete, North Charleston, SC

2000 (contributor)

Archaeological Data Recovery at 38CH1402 and 38CH1405, Park West Tract, Charleston, County, SC. Prepared for Land Tech Charleston, LLC, Charleston, SC.

JOHN CASON
LEAD DESIGNER

EDUCATION

Bachelor of Fine Arts in Graphic Design, Savannah College of Art and Design, Savannah, Georgia, 2003.

AREAS OF SPECIALIZATION

Exhibit Design
Print Media
Installation Graphics
Corporate Identity

EXPERIENCE

2012 Limestone College "Winnie Davis Hall" Exhibit, Graphic Design and Exhibit Design.
2012 Old Exchange Building "Prisoners & Provosts" Exhibit, Graphic Design.
2011 Thomson Park Outdoor Exhibits, Graphic Design.
2011 Carters Lake Visitors Center, Graphic Design and Exhibit Design.
2011 Demetre Park Outdoor Exhibits, Graphic Design.
2011 USACE Fort Bragg Video and Website, Graphic Design.
2011 A History of Nike Missile Site PI-62 and Oakdale Army Air Defense Base, Graphic Design.
2010 Inland Rice Exhibit Outdoor Exhibit and Website, Graphic Design.
2010 Cypress Gardens History Hall, Graphic Design and Exhibit Design.
2010 Avery Research Center for African American History and Culture, Graphic Design.
2009 Rosenwald Traveling Exhibit, National Trust for Historic Preservation. Graphic Design
2009 Dock Street Theater, Graphic Design
2009 Sweetgrass Cultural Arts Pavilion, Graphic Design
2009 Colleton River Plantation History Exhibits, Bluffton, SC. Graphic Design
2008 Berry College Hall of Sports History. Graphic Design and Exhibit Design
2008 Camden County Way-finding Development. Graphic Design.
2008 Charleston Heritage Federation Display. Graphic Design.
2008 Cherokee County History Museum. Graphic Design. Exhibit Design.
2007 Charleston Historic Slave Mart Display. Graphic Design.
2007 I'On School Display. Graphic Design.
2007 Kingsland Visitor Center. Graphic Design. Exhibit Design.
2007 Naval Air Station Pensacola Display. Graphic Design.
2007 Poplar Grove Display. Graphic Design.
2007 Charleston City Hall. Graphic Design. Exhibit Installation.
2007 South Carolina Archaeology Month Poster. Graphic Design.
2007 Sunbury Road Outdoor Exhibits. Graphic Design.

CALLIE MCLEAN

EXHIBIT DESIGNER

EDUCATION

Bachelor of Arts in Journalism and Mass Communication (Graphic Design), and Political Science (2007) University of North Carolina at Chapel Hill

PROFESSIONAL POSITIONS

Graphic Designer, The History Workshop, (August 2007-present)

Graphic Designer, Koroberi, (January 2007- May 2007)

Account Coordinator, GTM (June 2006 - August 2006)

TRAINING

2009 NYU Continuing Education Course: Museum Exhibit Design with Todd Palmer

2010 AASLH Historic House Museum Workshop

EXPERIENCE (SELECTED)

In progress Heritage Sandy Springs Outdoor Signs, Project Manager

2012 Lorenzo Benn Booklet, Graphic Designer

2012 SAD History, Graphic Designer

2012 Heritage Sandy Springs Lesson Plans, Project Manager

2011 Sandy Springs Police and Fire Department Exhibit, Designer and Project Manager

2011 Carters Lake Visitor Center Exhibit Plan and Design, Project Manager

2011 Buford's Massacre Outdoor Exhibit, Designer and Project Manager

2011 Omaha Quartermaster Depot Brochure, Designer and Project Manager

2011 Catawba Reservation Outdoor Trail Signs, Designer and Project Manager

2010 Aiken County Railroad Exhibit Plan and Design, Graphic Design, Exhibit Design.

2010 Morgan Falls Outdoor Panels, Graphic Design.

2010 Stratford Army Engine Plant Traveling Exhibit and Books. Designed and created traveling exhibit as well as accompanying book. Design, Project Management.

2009-2010 Designed and helped coordinate set-up of three archaeology labs for USACE project

2009 Sisters of Charity Exhibit, Designer

2009 Sandy Springs Exhibit, Designed and oversaw Project, Graphic Design, Project Management

2009 Dataw Island Welcome center, Graphic Design.

2008 Poster for History Workshop/Brockington Conference Presentation.

2008 North Augusta Outdoor Sign and Education Project. Graphic Design, Web design.

2008 The History Workshop Web site redesign.

2008 Charleston Heritage Federation Visitors Center Wall. Graphic Design, Exhibit Design.

2008 Naval Air Station Pensacola traveling exhibit. Graphic design.

2008 – present Posters for Brockington Conference Presentations. Graphic Design

2007 – present Brockington and Associates, Inc. marketing materials. Includes two yearly calendars.

2007 – present The History Workshop marketing materials. Includes a yearly calendar and Holiday card.

2007 – present Brockington and Associates, Inc. Reports. Graphic Design.

2007 Cherokee County History and Arts Museum. Graphic Design.

BRITT DUNN
VIDEO PRODUCER

EDUCATION

Master of Arts in Film and Video at Georgia State University, Atlanta, Georgia
Bachelor of Arts in Art and Art History and Cultural Studies at New College of Florida, Sarasota, Florida

AREAS OF SPECIALIZATION

Film and Video Production

PROFESSIONAL POSITION

Video Producer

SELECTED PROJECTS

- 2012 Looking for William Woodford's Virginia Home. 22-minute video about archaeological investigations at Fort A.P. Hill.
- 2012 Unearthing Traditions at Dean Hall. 12-minute video about archaeological and historical investigations of the rice plantation, Dean Hall.
- 2011 Voices of the Sandhills. 30-minute video and website about the archaeology and history of the Sandhills region of North Carolina, including the area's use by many groups of Native Americans.
- 2011 Up from the Roots: Remembering Rural St. Johns County. 11-minute video featuring oral histories from residents along the William Bartram Scenic and Historic Highway.

ADDITIONAL RELATED EXPERIENCE

Harvest Films, Production Assistant
Swindy Films, Production Assistant
MJZ, Production Assistant
Charcoal Films, Production Assistant
Avalon Films, Production Assistant
Stateline Films, Production Assistant
Circle-7 Productions, Production Assistant
Riot Atlanta, Production Coordinator
Commotion Films, Production Assistant
The Clutters, Props Assistant
Georgia Organics, Editor and Director of Photography

PROFESSIONAL TRAINING

Georgia Production Partners PA Academy
Georgia Production Partners Advanced PA Academy

Appendix B:
WBSH Historical Studies Addendum



St. Johns County Board of County Commissioners

Purchasing Division

October 23, 2012

ADDENDUM #1

To: Prospective Bidders
From: St. Johns County Purchasing Department
Subject: RFP #13-11 William Bartram Scenic and Historic Highway Historical Studies

This Addendum #1 is issued for clarification on the above titled project, and is hereby incorporated into the subject RFP documents. Each proposer will ascertain before submitting a proposal that he/she has received all Addenda. **Please return the signed Addendum with your proposal.**

- 1. We understand that there are approximately 80 identified historic structures in northwest St. Johns County, and we will weave their story into the regional history we will be preparing. However, can you please confirm that we are only going to be surveying, updating and making NRHP recommendations on the 32 identified structures that are within the WBSHH corridor?

Yes. Only 32 National Historic Preservation Site File Forms need to be updated for the historic properties located 600 feet on either side of the WBSH.

- 2. Are we to be responsible for recording new FMSF forms and giving recommendations on any unrecorded historic structures we observe along the WBSHH corridor during our survey?

The consultant will be responsible for registering the National Historic Preservation Site File Forms. The other 48 historic properties within the NW St Johns County Planning District boundary area can be discussed in the historical write up if these structures relate an historical event identified in this write up but additional National Historic Preservation Site File Forms do not need to be prepared for these structures.

The due date of November 1, 2012 @ 4:00 p.m. remains the same.

Sincerely,
Bridget Mein
Contract Specialist

Acknowledgment

Charles Phillips for Jeffrey Gardner
Signature and Date 10/31/2012

Jeffrey Gardner - Branch Manager
Printed Name/Title

Brockington and Associates, Inc.
Printed Company Name

End of Addendum #1

**Appendix C:
Drug-Free Workplace Form**

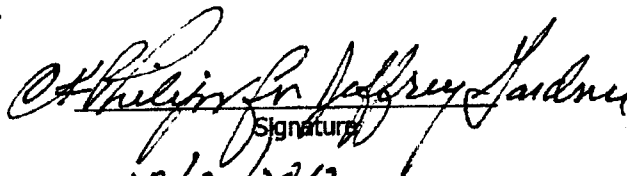
Appendix A
Drug-Free Workplace Form

The undersigned firm, in accordance with Florida Statute 287.087 hereby certifies that

Brockington and Associates does:
Name of Firm

1. Publish a statement notifying employees that the unlawful manufacture, distribution, dispensing, possession or use of a controlled substance is prohibited in the workplace and specifying the actions that will be taken against employees for violations of such prohibition.
2. Inform employees about the danger of drug abuse in the workplace, the business' policy of maintaining a drug-free workplace, any available drug counseling, rehabilitation, employee assistance programs and the penalties that may be imposed upon employees for drug abuse violations.
3. Give each employee engaged in providing the contractual services that are described in St. Johns County's request for qualifications a copy of the statement specified in paragraph 1.
4. In the statement specified in paragraph 1, notify the employees that, as a condition of working on the contractual services described in paragraph 3, the employee will abide by the terms of the statement and will notify the employer of any conviction of, or plea of guilty or nolo contendere to, any violation of Florida Statute 893, as amended, or of any controlled substance law of the United States or any state, for a violation occurring in the workplace no later than five (5) days after such conviction or plea.
5. Impose a sanction on, or require the satisfactory participation in a drug abuse assistance or rehabilitation program if such is available in the employee's community by, any employee who is so convicted.
6. Consistent with applicable provisions with State or Federal law, rule, or regulation, make a good faith effort to continue to maintain a drug-free workplace through implementation of paragraphs 1 through 5.

As the person authorized to sign this statement, I certify that this firm complies fully with the above requirements.


Signature

10/31/2012
Date

**Appendix D:
Certification Regarding Debarment,
Suspension, Ineligibility and Voluntary
Exclusion for Federal Contracts**

**CERTIFICATION REGARDING DEBARMENT, SUSPENSION, INELIGIBILITY
AND VOLUNTARY EXCLUSION FOR FEDERAL AID CONTRACTS**
(Compliance with 49CFR, Section 29.510)
(Appendix B Certification)

It is certified that neither the below identified firm nor its principals are presently suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in this transaction by any federal department or agency.

Name of Consultant:

By:

Authorized Signature

Date:

10/31/2012

Title:

Branch Manager - Jacksonville office
Instructions for Certification

1. By signing and submitting this certification with the proposal, the prospective lower tier participant is providing the certification set out below.
2. The certification in this clause is a material representation of fact upon which reliance was placed when this transaction was entered into. If it is later determined that the prospective lower tier participant knowingly rendered an erroneous certification, in addition to other remedies available to the Federal Government, the Department may pursue available remedies, including suspension and/or debarment.
3. The prospective lower tier participant shall provide immediate written notice to the person to which this proposal is submitted, if at any time the prospective lower tier participant learns that its certification was erroneous when submitted or has become erroneous by reason of changed circumstances.
4. The terms 'covered transaction', 'debarred', 'suspended', 'ineligible', 'lower tier covered transaction', 'participant', 'person', 'primary covered transaction', 'principal', 'proposal', and 'voluntarily excluded', as used in this clause, have the meanings set out in the Definitions and Coverage sections of the rules implementing Executive Order 12549. You may contact the person to which this proposal is being submitted for assistance in obtaining a copy of those regulations.
5. The prospective lower tier participant agrees by submitting this proposal that, should the proposed covered transaction be entered into, it shall not knowingly enter into any lower tier covered transaction with a person who is debarred, suspended, declared ineligible, or voluntarily excluded from participation in this covered transaction, unless authorized by the Department or agency with which this transaction originated.
6. The prospective lower tier participant further agrees by submitting this proposal that it will include this clause titled "Appendix B: Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion - Lower Tier Covered Transaction", without modification, in all lower tier covered transactions and in all solicitations for lower tier covered transactions.
7. A participant in a covered transaction may rely upon a certification of a prospective participant in a lower tier covered transaction that it is not debarred, suspended, ineligible, or voluntarily excluded from the covered transaction, unless it knows that the certification is erroneous. A participant may decide the method and frequency by which it determines the eligibility of its principals. Each participant may, but is not required to, check the Nonprocurement List.
8. Nothing contained in the foregoing shall be construed to require establishment of a system of records in order to render in good faith the certification required by this clause. The knowledge and information of a participant are not required to exceed that which is normally possessed by a prudent person in the ordinary course of business dealings.
9. Except for transactions authorized under paragraph 5 of these instructions, if a participant in a covered transaction knowingly enters into a lower tier covered transaction with a person who is suspended, debarred, ineligible, or voluntarily excluded from participation in this transaction, in addition to other remedies available to the Federal Government, the Department may pursue available remedies, including suspension and/or debarment.

**Appendix E:
Certification for Disclosure of Lobbying
Activities on Federal-Aid Contracts**

**CERTIFICATION FOR DISCLOSURE OF LOBBYING ACTIVITIES
ON FEDERAL-AID CONTRACTS
(Compliance with 49CFR, Section 20.100 (b))**

The prospective participant certifies, by signing this certification, that to the best of his or her knowledge and belief:

(1) No federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of any federal agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any federal contract, the making of any federal grant, the making of any federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any federal contract, grant, loan, or cooperative agreement.

(2) If any funds other than federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any federal agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this federal contract, grant, loan, or cooperative agreement, the undersigned shall complete and submit Standard Form-LLL, "Disclosure of Lobbying Activities", in accordance with its instructions. (Standard Form-LLL can be obtained from the Florida Department of Transportation's Professional Services Administrator or Procurement Office.)

This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by Section 1352, Title 31, U.S. Code. Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

The prospective participant also agrees by submitting his or her proposal that he or she shall require that the language of this certification be included in all lower tier subcontracts, which exceed \$100,000 and that all such subrecipients shall certify and disclose accordingly.

Name of Consultant:

By: *CF Phillips for Jeffrey Sidner* Date: *10/31/2012* Authorized Signature

Title: *Branch Manager - Jacksonville office*

ATTACHMENT IV
(RFQ Addendum)



St. Johns County Board of County Commissioners

Purchasing Division

October 23, 2012

ADDENDUM #1

To: Prospective Bidders
From: St. Johns County Purchasing Department
Subject: RFP #13-11 William Bartram Scenic and Historic Highway Historical Studies

This Addendum #1 is issued for clarification on the above titled project, and is hereby incorporated into the subject RFP documents. Each proposer will ascertain before submitting a proposal that he/she has received all Addenda. **Please return the signed Addendum with your proposal.**

1. We understand that there are approximately 80 identified historic structures in northwest St. Johns County, and we will weave their story into the regional history we will be preparing. However, can you please confirm that we are only going to be surveying, updating and making NRHP recommendations on the 32 identified structures that are within the WBSHH corridor?

Yes. Only 32 National Historic Preservation Site File Forms need to be updated for the historic properties located 600 feet on either side of the WBSH.

2. Are we to be responsible for recording new FMSF forms and giving recommendations on any unrecorded historic structures we observe along the WBSHH corridor during our survey?

The consultant will be responsible for registering the National Historic Preservation Site File Forms. The other 48 historic properties within the NW St Johns County Planning District boundary area can be discussed in the historical write up if these structures relate an historical event identified in this write up but additional National Historic Preservation Site File Forms do not need to be prepared for these structures.

The due date of November 1, 2012 @ 4:00 p.m. remains the same.

**Sincerely,
Bridget Mein
Contract Specialist**

Acknowledgment

Signature and Date

Printed Name/Title

Printed Company Name

End of Addendum #1

ATTACHMENT V

(Evaluation Team member's individual scoring sheets)

OK 11/16/12

**EVALUATION SHEET
WBSH Historical Studies**

**ST. JOHNS COUNTY, FLORIDA
CRITERIA FOR RANKING**

DATE: PROJECT: RFP 13-11 WBSH Historical Studies

FIRM	A. Ability of Personnel 0 TO 33 POINTS	B. Experiences 0 TO 32 POINTS	C. Ability to Furnish the Required Services 0 TO 30 POINTS	D. References 0 TO 5 POINTS	TOTALS
<i>Architectural GAI</i>	<i>30</i>	<i>25</i>	<i>20</i>	<i>5</i>	<i>80</i> 75
	<i>20</i>	<i>15</i>	<i>19</i>	<i>5</i>	<i>59</i>

*To avoid duplication, the Project Manager or Designee will contact and rank references.

SIGNATURE OF RATER: *[Signature]*
DATE: *11-16-12*

PRINT NAME: *Albert J. [Name]*

11/29/12
 BAAV

EVALUATION SHEET
WBSH Historical Studies

ST. JOHNS COUNTY, FLORIDA
CRITERIA FOR RANKING

DATE:
PROJECT: RFP 13-11 WBSH Historical Studies

FIRM	A. Ability of Personnel 0 TO 33 POINTS	B. Experience 0 TO 32 POINTS	C. Ability to Furnish the Required Services 0 TO 30 POINTS	D. References 0 TO 5 POINTS	TOTALS
Brockington & Associates	30	32	28		90 ✓
GAI Consultants	25	26	24		75 ✓

*To avoid duplication, the Project Manager or Designee will contact and rank references.

SIGNATURE OF RATER: [Signature]
DATE: 11-29-12

PRINT NAME: Georgia L. Katz

Handwritten notes:
 1/23/12
 1/23/12

EVALUATION SHEET
WBSH Historical Studies

ST. JOHNS COUNTY, FLORIDA
CRITERIA FOR RANKING

DATE:
PROJECT: RFP 13-11 WBSH Historical Studies

FIRM	A. Ability of Personnel 0 TO 33 POINTS	B. Experience 0 TO 32 POINTS	C. Ability to Furnish the Required Services 0 TO 30 POINTS	D. References 0 TO 5 POINTS	TOTALS
Brockington	30	32	26		88 ✓
GAI	5 edu. staff	28	26		79 ✓
(In ink) ↓					
Brockington	30	32	26		
GAI	25	28	26		

*To avoid duplication, the Project Manager or Designee will contact and rank references.

SIGNATURE OF RATER: *Robin E Moore*
DATE: 1/23/12
PRINT NAME: Robin E Moore

EVALUATION SHEET
WBSH Historical Studies

OK GMM
11/29/12

ST. JOHNS COUNTY, FLORIDA
CRITERIA FOR RANKING

DATE: _____
PROJECT: RFP 13-11 WBSH Historical Studies

FIRM	A. Ability of Personnel 0 TO 23 POINTS	B. Experience 0 TO 32 POINTS	C. Ability to Furnish the Required Services 0 TO 20 POINTS	D. References 0 TO 5 POINTS	TOTALS
Brockington & Associates	31	30	29	4	94 ✓
GAI Consultants	25	20	22	4	71 ✓

*To avoid duplication, the Project Manager or Designee will contact and rank references.

SIGNATURE OF RATER: T. Panna **PRINT NAME:** VICKIE Panna
DATE: 11/29/12

EVALUATION SHEET
WBSH Historical Studies

OK
11/29/12

DATE: RFP 13-11 WBSH Historical Studies

ST. JOHNS COUNTY, FLORIDA

FIRM	A. Ability of Personnel 0 TO 33 POINTS	B. Experience 0 TO 32 POINTS	C. Ability to Furnish the Required Services 0 TO 30 POINTS	D. References 0 TO 5 POINTS	TOTALS
Brockington & Associates	30	25	29		84 ✓
GAI Consultants	28	22	29		79 ✓

*To avoid duplication, the Project Manager or Designee will contact and rank references.

SIGNATURE OF RATER: *Teresa Bishop* PRINT NAME: Teresa Bishop
 DATE: 11-29-2012

ATTACHMENT VI

(Summary of the Evaluation Team members scoring sheet)


EVALUATION SUMMARY SHEET

ST. JOHNS COUNTY, FLORIDA

Date: 29-Nov-12
 RFP: RFP 13-11
WBSH Historic Studies

FIRM	RATER	RATER	RATER	RATER	RATER	RATER	TOTAL	RANK	COMMENTS
	Vickie Renna	Robin Moore	Georgia Katz	Teresa Bishop	AI	Abbatello			
Brockington & Associates	94	88	90	84	75		431	1	
GAI Consultants	71	79	77	79	54		360	2	

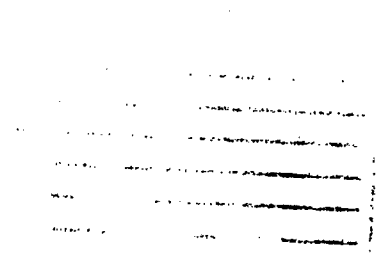
APPROVED: Purchasing Department
 Planning Department


 11-29-12
 11/29/12

NOTE:
 THE RANKING SHOWN ABOVE MUST BE FOLLOWED UNLESS SPECIAL CONDITIONS MERIT A CHANGER IN THE NEGOTIATING ORDER, IN THIS CASE, THE SPECIAL CONDITIONS MUST BE EXPLAINED IN DETAIL IN THE COMMENTS SECTION OR ATTACHED TO THIS RANKING SHEET.

POSTING TIME/DATE FROM 4:00 p.m. November 29, 2012 UNTIL 4:00 p.m. December 4, 2012

ANY RESPONDENT AFFECTED ADVERSELY BY AN INTENDED DECISION WITH RESPECT TO THE AWARD OF ANY REQUEST FOR PROPOSAL, SHALL FILE WITH THE PURCHASING DEPARTMENT FOR ST. JOHNS, A WRITTEN NOTICE OF INTENT TO FILE A PROTEST NOT LATER THAN SEVENTY-TWO (72) HOURS (EXCLUDING SATURDAY, SUNDAY AND LEGAL HOLIDAYS) AFTER THE POSTING OF THE SUMMARY SHEET. PROTEST PROCEDURES MAY BE OBTAINED IN THE PURCHASING DEPARTMENT.



ATTACHMENT VII
(Draft Contract)



**ST. JOHNS COUNTY
PURCHASING DEPARTMENT**

500 San Sebastian View
St. Augustine, Florida 32084

INTEROFFICE MEMORANDUM

TO: Vickie Renna, Long Range Planning Department
FROM: Bridget Mein, Contract Specialist
SUBJECT: RFQ 13-10 WBSH Web Site Updates and Additions
DATE: May 22, 2013

Attached please find a copy of the RFP Evaluation Summary Sheet for your file as recorded and verified at the Evaluation Committee Meeting.

Please review, evaluate and make a written recommendation for this project. Also, indicate the budgeted amount for this item along with the appropriate charge code and return to my attention as soon as possible.

Please let me know if I can assist your department in any other way.

Dept. Approval Same Hand

Date 5/23/13

Budget Amount \$91,902.84

Account Funding Title William Bartram Scenic & Historic Highway

Funding Charge Code Project #1166 Consulting Services #53150 & Federal Grant #55304

Award to Brookington

Award Amount \$91,902.84