



Town of Bristol
 Certified Local Government (CLG) Grant
 Request for Quote

The New Hampshire Division of Historical Resources has awarded **\$6,303** from the Certified Local Government grant program to the Town of Bristol to hire a 36 CFR 61 qualified archaeologist to conduct archaeological surveys of five historic burial grounds in Bristol, New Hampshire. To undertake the project, the Town of Bristol is seeking a quote from qualified consultants.

The study will include background research, visual inspections of the burial grounds, including mapping and photo documentation of the cemetery and assessing the number of individual burials, and completion of a New Hampshire Historic Burying Grounds Nomination Form for each cemetery. There will be no ground disturbance during the site visits as this will only be a reconnaissance effort to identify what is visible on the landscape and to identify potential subsurface features. The study will also include GIS mapping of the cemetery boundaries and creation of a shapefile for submission to the town. At the end of the study, the consultant will be expected to participate in a ~2-hour workshop on the results and a tour of one of the cemeteries. The consultant will provide a brief report consisting of a narrative, maps, and photographs as a final product. NHDHR burying ground forms will be submitted to NHDHR separately.

The project schedule is set forth in Figure 1 below. However, the Town will consider proposals to phase the project, if considered necessary by the consultant.

Figure 1. Project Schedule.

DATE	Task/Product Completed
February 2019	Town selects consultant
February 2019	Project kick-off meeting
Winter 2019	Consultant performs background research with assistance from town
March-May 2019	Burial Ground Site Visits, Mapping of sites, Completion of NHDHR Burial Ground forms, & Preparation of GIS files
June-July 2019	Educational Workshop- Presentation/Historic Burial Ground Tour
June-July 2019	Preparation of Draft Report
July-August 2019	Preparation of Final Report
September 30, 2019	Deadline to submit final project report, final product, and request reimbursement

Upon completion of the project, one (1) hard copy and one (1) electronic copy of the report will be provided to DHR, and two (2) hard copies and one (1) electronic copy shall be provided to the Town.

If you are interested in serving as the Town’s consultant, please submit a quote to cover the scope of services described above by no later than Thursday, January 31, 2019 at 4:00 p.m. Quotes are encouraged to be submitted via e-mail.

Should you have any questions above the proposed project or scope of service, don’t hesitate to reach out by phone at 603-744-3354 x117 or by e-mail (planner@townofbristolnh.org).