

APPENDIX B

STATE OF VERMONT DIVISION FOR HISTORIC PRESERVATION

ARCHEOLOGICAL CONSULTANTS LIST Procedures and Criteria

May 1, 2002

The following sets forth the procedure for requesting a determination by the Division for Historic Preservation that a professional 1) meets the *Secretary of the Interior's Professional Qualification Standards* for archeology and 2) has demonstrated ability to meet the *Secretary of the Interior's Standards and Guidelines for Identification, Evaluation, and Archeological Documentation*. Professionals that meet the *Professional Qualification Standards* and have demonstrated ability to meet the Secretary of the Interior's *Standards and Guidelines* shall be included in the State of Vermont List of Archeological Consultants. (For additional information see http://www.cr.nps.gov/local-law/arch_stnds_0.htm and <http://www2.cr.nps.gov/laws/ProfQual83.htm>).

These Procedures are developed pursuant to the Vermont Historic Preservation Act (Title 22 of Vermont Statutes Annotated, Chapter 14), the Vermont Historic Preservation Act Rules (Rules 1,2,3,4,9,10), National Register Programs Guidelines (NPS-49) established by the National Park Service, and federal regulations 36 CFR 800.

The Division for Historic Preservation shall review each request and evaluate the accompanying documentation to determine whether the professional meets the *Professional Qualification Standards* and has demonstrated ability to meet the *Secretary of the Interior's Standards and Guidelines*. Inclusion on the State of Vermont *List of Archeological Consultants* is strongly recommended for any professional wishing to conduct archeological field investigations in Vermont to satisfy federal and state regulatory requirements. "Archeological field investigations" means archeological resource assessments and all phases of archeological investigations. Those professionals listed shall be "Qualified Professionals" for purposes of all Federal and State programs administered by the Division for Historic Preservation.

If at any time the Division for Historic Preservation determines that a Qualified Professional is no longer able to perform archeological investigations or carry archeological research to completion, as required by the *Professional Qualification Standards*, the Division shall terminate the Professional's approved status. The Qualified Professional shall receive notice from the Division setting forth the reasons for its proposed action. The Qualified Professional shall have 30 days in which to comment before the proposed action shall be final.

Procedure:

A request in writing should be submitted to:

State Archeologist
Division for Historic Preservation
National Life, Drawer 20
Montpelier, VT 05620-0501

The written request shall include the following information:

- 1) A letter expressing interest in working in Vermont that:
 - a) identifies in which States the organization (or individual) has conducted archeological field studies;
 - b) highlights the organization's (or individual's) particular capabilities and specializations; and
 - c) identifies specific individuals, by name, who would actually supervise and conduct archeological field studies in Vermont.
- 2) Summary of organization's (or individual's) archeological and historic preservation experience and qualifications, including training in implementing the process set forth in 36 CFR 800.
- 3) Resumes of principals and project directors who will actually supervise and conduct field archeological field studies in Vermont, including individual professional qualifications per the requirements of the *Secretary of the Interior's Professional Qualification Standards* for archeology.
- 4) Two (2) different samples of each of the following documents (the Division will return these reports upon request):
 - Phase I Proposal;
 - Phase II Proposal;
 - Phase I final accepted report;
 - Phase II final accepted report;
 - Phase III final accepted report.
- 5) If you or your organization have never completed a Phase II or III investigation and subsequent report, please state that in the cover letter.

For Additional Information Contact:

Giovanna Peebles
Division for Historic Preservation
Phone: (802) 828-3050
FAX: (802) 828-3206
gpeebles@dca.state.vt.us