



300 E. BOARDWALK, 4-C, FORT COLLINS, CO 80525 | PHONE 1-970-225-6575 | FAX 1-970-225-6577 | WWW.CENTENNIALARCHAEOLOGY.COM

COST PROPOSAL

TOWN OF ERIE HISTORICAL ARCHITECTURAL SURVEY REPORTS

Project Number: P25-1013

Closing Date: July 31, 2025

Offeror:

**Centennial Archaeology LLC
300 East Boardwalk, Building 4-C
Fort Collins, Colorado 80525
Contact: Kristin Gensmer – Principal Investigator
Phone: 970-225-6575
Fax: 970-225-6577
E-mail: kgensmer@centennialarch.com**

Prepared for:

**Town of Erie
Historical Architectural Preservation Advisory Board**

Signature Page

Company Name: Centennial Archaeology LLC

Principal Office Address: 300 East Boardwalk, Building 4-C, Fort Collins, CO 80525

Phone: 970-225-6575

Fax: 970-225-6577

Contact / Agent Name: Kristin Gensmer

Contact E-mail: kgensmer@centennialarch.com

Type of Organization: LLC – S Corporation

Organized in: Colorado

LLC Members: Kristin Gensmer and Christopher Kinneer

Confirmation of Addendums: Addendum 1 – Q&A Document Received

Authorized Signature: Kristin Gensmer – Member, President, and Principal Investigator



Signed: July 30, 2025



FEE PROPOSAL

The fee proposal included below contains not-to-exceed fees for each phase of the Scope of Work, person hour allocation and the dollar value of the time for each phase, all anticipated other direct costs /expense items, and an hourly rate fee schedule. The total proposed not-to-exceed fee for the project is \$31,974.65.

Public Outreach and Meetings				
Position	No. of Hours		Rate per Hour	Subtotal
Principal Investigator	4	@	\$118.00	\$472.00
GIS Specialist	2	@	\$80.00	\$160.00
Historian	48	@	\$77.00	\$3,696.00
Research Assistant	16	@	\$51.00	\$816.00
			Cost Subtotal	\$5,144.00

Hours Subtotal:	70
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Other Direct Costs (ODC)				
Vehicle Cost	Miles		Rate Per Mile	Subtotal
Vehicle Cost	255	@	\$0.63	\$160.65
			ODC Subtotal	\$160.65

Phase Total	\$5,304.65
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Field Work and in-person Archival Research				
Position	No. of Hours		Rate per Hour	Subtotal
Principal Investigator	1.5	@	\$118.00	\$177.00
GIS Specialist	4	@	\$80.00	\$320.00
Historian	120	@	\$77.00	\$9,240.00
Research Assistant	48	@	\$55.00	\$2,640.00
			Labor Subtotal	\$12,377.00

Hours Subtotal:	173.5
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Other Direct Costs (ODC)				
Vehicle Cost	Miles		Rate Per Mile	Subtotal
Vehicle Cost	700	@	\$0.63	\$441.00
Miscellaneous	Days		Rate Per Day	Subtotal
GPS/Survey Equipment (per unit)	4	@	\$25.00	\$100.00
			ODC Subtotal	\$541.00

Phase Total	\$12,918.00
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Report and Form Preparation				
Position	No. of Hours		Rate per Hour	Subtotal
Principal Investigator	4	@	\$118.00	\$472.00
Technical Editor	16	@	\$80.00	\$1,280.00
GIS Specialist	40	@	\$80.00	\$3,200.00
Historian	80	@	\$77.00	\$6,160.00
Research Assistant	48	@	\$55.00	\$2,640.00
			Labor Subtotal	\$13,752.00
Hours Subtotal:		188		

Other Direct Costs (ODC)			
Miscellaneous			
			ODC Subtotal
			\$0.00
			Phase Total
			\$13,752.00
			TOTAL COST
			\$31,974.65



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TECHNICAL PROPOSAL

TOWN OF ERIE HISTORICAL ARCHITECTURAL SURVEY REPORTS

Project Number: P25-1013

Closing Date: July 31, 2025

Offeror:

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300 East Boardwalk, Building 4-C
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Signed: July 30, 2025



QUALIFICATIONS

Company Background and Work Location

Centennial Archaeology (Centennial) was founded in 1984, and is headquartered in Fort Collins, Colorado. In 2014 the company was purchased and reorganized by two long-term employees. It is an LLC registered in the State of Colorado. Currently, the company is classified as a woman-owned small business and is certified as a CDOT Level I Emerging Small Business. The company conducts contract-based archaeological and historical research throughout the Southern Rocky Mountains, western Great Plains, and eastern Great Basin and participates in social and environmental impact assessments associated with mining projects worldwide. Centennial has 30 years of experience working with State Historic Preservation Offices and the Advisory Council on Historic Preservation; and lead federal agencies including the U. S. Army Corp of Engineers USACE, the Bureau of Land Management (BLM), Bureau of Reclamation, U.S. Forest Service, National Park Service, the Western Area Power Administration, Federal Energy Regulatory Commission, the Federal Highway Administration, the Department of the Army; and the Nuclear Regulatory Commission. In addition to the lead agencies, past and present clients include state agencies (parks and wildlife and departments of transportation); city and county governments (including Boulder County); private companies engaged in various forms of exploration and development (oil and gas producers, pipeline companies, mining companies, private utilities, and wind energy firms); environmental consulting firms; and architectural/engineering firms. A wide range of survey projects have been successfully undertaken. These projects include public/private land exchanges and land acquisitions, including military training land acquisitions; BLM fuel reductions; federal, state, and county highways and roads; transmission lines and fiber optic corridors; pipeline trunk lines and gathering systems; wind farms; reservoir expansions and hydroelectric facilities; coal, gold, uranium, and copper mines; state parks and wildlife areas; flood recovery; and stream and river corridor rehabilitation projects. Centennial has conducted numerous projects for local governments including the Town of Windsor, the Town of Lyons, the City of Longmont, the City of Fort Collins, the City of Greeley, the City of Manitou Springs, Larimer County, Boulder County Parks and Open Space, and the Boulder County Collaborative.

Company Capabilities

Centennial's core staff includes the co-owners/principal investigators (Kristin Gensmer and Christopher Kinner) and supervisory personnel specializing in architectural history as well as both prehistoric and historic archaeology. Field and laboratory technicians, additional supervisory personnel, computer graphics and GIS specialists, and various support personnel are available as needed for projects of all sizes. Centennial offers the full range of services required to complete the Section 106 of the National Historic Preservation Act process and to facilitate compliance with the National Environmental Policy Act (NEPA). Facilities include 1,800 square feet of office, laboratory, and artifact storage space and a wide range of state-of-the-art field, laboratory, and report production equipment including a full library of technical reports and general anthropological/archaeological references. Staff capabilities include file and literature searches; intensive field inventories; evaluative and mitigative excavations; archaeological/historic studies in support of NEPA documents (Environmental Impact Statements (EISs) and Environmental Assessments (EAs)); National Register of Historic Places eligibility and effects evaluations; research designs and programmatic agreements; historical archaeology; architectural documentation; archival research; archival documentation including Historic American Building Survey and Historic American Engineering Record documentation; and drafting effects determination letters.

Project Team

Key personnel for Centennial Archaeology LLC (Centennial) will be Kristin A. Gensmer (Principal Investigator), Eva M. Garner (Project Director / Supervisory Historian), and Travis R. Bugg (GIS specialist). Both Ms. Garner and Ms. Gensmer meet the Secretary of the Interior's Professional Qualification Standards and have conducted multiple intensive architectural documentations, including working on projects that have been conducted in and around the Town of Erie. Resumes for each are appended to the proposal. Ms. Gensmer will be the Principal Investigator for the project as well as the administrative contact and responsible for quality assurance and control. Ms. Garner will be the subject matter expert and Supervisory Historian for the project. Mr. Bugg will produce maps and report graphics. Additional project work will be completed by Centennial staff including a research assistant who will be directly supervised by Ms. Garner. Using a research assistant is a cost-saving measure.

Personnel time commitment for Ms. Garner, Mr. Bugg, and the Research Assistant will be 100% while tasks are ongoing. Ms. Gensmer will have a 70% time commitment to the project. As with most projects, it is assumed that work will occur in waves with pauses as needed e.g. when waiting on property owner responses to access requests.

Kristin Gensmer holds an M.A. degree in Anthropology/Archaeology with a specialization in Historical Archaeology from Colorado State University (CSU) (2012) and a GIS Certificate through Front Range Community College (2018). Her B.A. from CSU (2007) was in Archaeology and included a minor in History. She has worked as an archaeologist and historian since 2008 and has professional experience in Colorado, Wyoming, Nebraska, Kansas, Oklahoma, and North Dakota. Her work includes historic and archaeological investigations as well as architectural surveys and archival research for municipal government, highway, mining, wind energy, well field, seismic, utility, pipeline, and disaster recovery projects. In addition to working for Centennial, Ms. Gensmer has held field, laboratory, teaching, and supervisory positions at the Federal Emergency Management Agency (FEMA), the U.S. Forest Service, and Colorado State University. She also has experience working as both a consultant for and a member of Certified Local Governments (CLGs) and was a member of the Fort Collins Landmark Preservation Commission (now the Historical Preservation Commission) for six years including serving one year as Vice Chair. Her expertise includes historic and prehistoric site survey and excavation, architectural survey and documentation, construction monitoring, BLM and OAHF Level II and III documentation, HABS/HAER documentation, archival research including ownership traces, photo-documentation of standing structures and sites, preparation of archaeological materials for permanent curation, and analysis of prehistoric and historic cultural materials including archaeological textiles. Ms. Gensmer has experience in eligibility and effects analysis and consulting directly with SHPOs, Native American Tribes, government agencies (federal, state, and local), and other stakeholders. She has authored or co-authored over 80 technical reports.

Eva (Donkin) Garner holds an M.A. degree from the University of Colorado - Denver, which she obtained in 2014. Her studies focused on Public History, Historic Preservation, and British and American Social and Cultural History. In 2006, she earned a B.A. in Anthropology from Colorado State University, with a concentration in Historical Archaeology. Since 2007, Ms. Garner has worked as a historian and archaeologist, gaining significant experience after completing her graduate degree. Her work has primarily taken place in Colorado, Wyoming, Nebraska, and Kansas. Her professional expertise includes architectural inventory and documentation, historical and archaeological research, ownership traces and documentary analysis, and the investigation and analysis of historic and prehistoric artifacts. She also specializes in examining social and cultural movements of the 19th and 20th centuries. She has

documented hundreds of architectural properties including residential, commercial, agricultural, educational, and industrial resources. Ms. Garner has co-authored various technical reports related to highway, mining, solar energy, utility, housing development, and pipeline projects. In addition to her role with Centennial Archaeology, she has worked with other private firms, contributed to local museum collections and educational departments, and served as a teaching assistant at the University of Colorado.

Travis holds a B.A. degree in Anthropology/Archaeology and English – Professional Writing from Western Carolina University (2005) and a GIS Graduate Certificate from Northern Arizona University (2008). He has worked as an archaeologist since 2005 and has worked professionally in a GIS capacity since 2008. Mr. Bugg has supervisory archaeological experience in the Intermountain West, Great Basin, Southwest, Southeast, and Midwest regions. He has conducted GIS-related operations and analysis for over 280 cultural resource compliance projects for a variety of industries, including oil and gas, transportation, electric, and renewable energy. His work includes mapping and GIS data preparation and packaging for the documentation of architectural resources. He is skilled in spatial data management, geodatabase design, data acquisition, and Quality Assurance/Quality Control of spatial and relational databases. Travis has acquired and organized data for country-wide cultural profiles of several OCONUS countries for the U.S. Army Corps of Engineers and the U.S. Air Force. He has extensive experience with Class I background research and site file searches. In addition, he is responsible for the design and deployment of custom database forms and data dictionaries for both spatial and non-spatial data collection in the field and serves as data manager for the collected data. He is also certified by the FAA as a remote pilot for Small Unmanned Aircraft Systems (sUAS) and has over two years' experience directing flight missions for precise aerial mapping of archaeological and historic sites. Travis is highly trained in graphics and report production and has authored or co-authored over 40 technical reports.

Subconsultants

Centennial will not use any partners or subconsultants for the completion of this project. All work will be conducted by Centennial staff including the key personnel as well as support staff including laboratory/research assistants and the staff GIS Specialist.

Ability to Complete the Project Within the Timeframe

Centennial is fully capable of completing the proposed project within the established timeframe. Our firm has a long-standing record of successfully managing and delivering projects on schedule and within scope, supported by decades of experience in cultural resource management including architectural survey and documentation. We maintain a disciplined project management approach, detailed scheduling, and clear communication with clients and stakeholders at every phase. Our team is well-versed in anticipating and mitigating potential delays, ensuring that all deliverables meet quality standards without compromising timelines. Centennial also has experience working on projects utilizing State Historic Fund grants and is well familiar with the grant cycle and the importance of meeting the deadlines to maintain funding. The project timeline as outlined in the Request for Proposals (RFP) is ample time for the documentation of 25 architectural properties, even when factoring in time for landowner notification.

Letter from Principal Investigator

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July 31, 2025

Town of Erie
645 Holbrook Street
Erie, Colorado 80516

Re: Certification of Centennial Archaeology LLC's availability and commitment of staff for the historical architectural survey of the 25 historic properties associated with Phase III.

To Whom it May Concern:

As Principal Investigator for Centennial Archaeology LLC (Centennial), I am pleased to confirm that our team has the capacity, availability, and commitment necessary to successfully complete the proposed architectural survey of the 25 properties in Phase III of the Erie Historical Preservation Advisory Board Master Plan in accordance with the project scope and schedule outlined in the Request for Proposals (Project No. P25-1013).

Our in-house staff includes qualified architectural historians who meet the Secretary of the Interior's Professional Qualifications Standards as well as ancillary staff including qualified GIS Professionals and research assistants. The individuals assigned to the project as key personnel will be fully available to work on the project for the duration of the undertaking. Their collective experience in historic resource documentation, archival research, contextual analysis, data management, and map/graphic production ensures both a high standard of quality and timely delivery.

We understand the importance of this work and are fully committed to meeting all project milestones and deliverables. Please do not hesitate to contact me (kgensmer@centennialarch.com or 970-225-6575) should you require additional information.

Sincerely,

Kristin A. Gensmer
Principal Investigator and President
Centennial Archaeology LLC

EXPERIENCE

Relevant Recent (2022 – 2025) Projects Including Client References

Centennial has completed numerous projects in recent years for private clients as well as local governments including both project specific and non-project specific work conducted for government bodies within Boulder and Weld Counties. Such work has included archaeological surveys and documentation as well as architectural/standing structures assessments, construction monitoring, and mitigation of adverse impacts to historic properties. The references below can all speak about Centennial's ability to conduct cultural resource inventories in a timely, efficient manner. The first two can attest to Centennial's experience conducting all phases of architectural survey including file searches, fieldwork, archival research including ownership traces and historic context preparation, and the preparation of Architectural Inventory Form 1403, as well as associated technical reports and eligibility and effects analysis documents. The last is a local government client who can address Centennial's history of completing cultural resource projects on time and on budget.

- **RockSol Consulting Group, Inc.:** Centennial has a long-standing professional relationship with RockSol and has conducted multiple investigations as a subconsultant over the last decade including 18 projects of various scales in the last five years. The investigations have been reviewed by multiple agencies including local governments, the Colorado Department of Transportation, the SHPO, and the US Army Corps of Engineers. One recent project of note was the Weld County Road 3 – Sullivan Ditch Bridge Replacement project in the Town of Erie (2023-2024). This project resulted in the documentation of one architectural property at 5665 WCR 3 (5WL9664) as well as a ditch segment. Architectural Inventory Form 1403 including all required maps and photographs was prepared for the architectural site. Other recent projects that Centennial has conducted for RockSol have included architectural documentation. These projects are the Bent County Sidewalk project (2025), which resulted in the documentation or re-recording of 25 architectural properties in urban Las Animas and residential McClave; the 37th Street and 65th Avenue Intersection Improvement Project in the City of Evans (2023-2024) that required recording two architectural properties; and the Union Ditch Bridge Replacement in the Town of LaSalle (2023), which resulted in the documentation of two architectural properties and a ditch segment. Cultural project work conducted for RockSol has included Class I file searches and literature reviews; Class III inventory; intensive historic resources inventory; archival research including ownership traces; documentation of architectural, linear, and archaeological resources; preparation of technical reports, site forms, and GIS data for SHPO and agency review; preparation of Eligibility and Effects letters and Section 4(f) documentation; and coordination with agencies and other stakeholders for project access. Architectural documentation and analysis is the most common type of project Centennial has conducted for RockSol.

 - **Contact:** Lauren Gentile, Environmental Services Manager, gentile@rocksol.com, 720-273-1672
- **J-U-B Engineers, Inc.:** Since 2022, Centennial has conducted 11 projects for J-U-B. All of these projects included analysis of built environment features, particularly architectural properties. One recent project was the Cleveland Avenue Improvement project (2024-2025) conducted in the Town of Wellington. This project included improvements to Cleveland Avenue within the town's historic core. Ultimately, five architectural properties required documentation. Centennial completed the file search/literature review, fieldwork, archival research, mapping, and

preparation of SHPO site forms and GIS files for five architectural properties. The documentation included NRHP eligibility and effects analysis. The resources included a commercial (1960s Gas station) building, a 1906 Queen Anne style home that was converted to an inn and then an event center, and three residential buildings. The residences include a 1906 /hipped-roof box residence and two 1940s vernacular properties. Other recent projects that include architectural documentation are the Town of Fredrick Bella Rosa Parkway project (2025), the Fort Collins Pitkin – College Avenue Improvement Project (2024), the Fort Collins Timberline – Carpenter Roundabout (2024-2025), the East County Line Road Improvements project for the City of Longmont (2023-2024), and the Sunset Street to Ken Pratt Boulevard Improvement project in the City of Longmont (2022-2023).

- **Contact:** Jennifer Gorek, Senior Environmental Project Manager, jgorek@jub.com, 970-377-3602
- **Fort Collins Natural Areas Department:** Centennial has held a non-project specific services contract for archaeological and cultural resources work for the City of Fort Collins Natural Areas Department (FCNAD) since 2023. Projects conducted under the terms of this contract have been performed for City due diligence as well as for federal compliance. The SHPO and the US Army Corps of Engineers have reviewed these documents. Projects completed under this contract include a Class III inventory for Northern Leopard Frog stream restoration on the Soapstone Prairie Natural Area (2023-2024), the construction monitoring of activities associated with that project (2024), and a Class III inventory for a proposed diversion removal along Buckhorn Creek in the Bobcat Ridge Natural Area. Centennial also conducted construction monitoring for a segment of the Poudre River Trail between the Rigden Reservoir and the CSU Environmental Learning Center (2024) and for improvements to the Lindenmeier Loop Trail on the Soapstone Prairie Natural Area (2025). Cultural project work conducted for FCNAD includes Class I literature reviews, Class III inventory, archival and historic research, construction monitoring, and the preparation of technical reports, site forms, and GIS data to meet SHPO and agency standards.
 - **Contact:** Kelly Smith, Senior Environmental Planner, City of Fort Collins, ksmith@fcgov.com, (970) 221-6310

Team Member Matrix

Team Member	Role	Years w/ Firm	Years Experience	Projects w/ PI	Projects w/ Team Members	Notes on Collaboration
Eva Garner, MA	Supervisory Architectural Historian	9	11	46	37	Lead historian on past regional and local surveys with PI and survey team
Travis R. Bugg, GISP	GIS Specialist	11	18	75+	40+	Produced maps and managed project data for Ms. Garner and PI on past architectural history projects. Provided technical support with field equipment and procedures on many projects

Team Member	Role	Years w/ Firm	Years Experience	Projects w/ PI	Projects w/ Team Members	Notes on Collaboration
Alyssa Myers, BA	Research Assistant	1.5	2	7	3	Assisted Ms. Garner and Ms. Gensmer on past architectural surveys
Kristin A. Gensmer, MA	Principal Investigator	15	18	N/A	75+	Supervised listed team collaborations on architectural and cultural surveys

PROJECT GOALS, CONCEPT & CRITICAL ISSUES

Project Understanding and Approach

The Town of Erie (Town) is a Certified Local Government (CLG) meaning that it is a municipality endorsed by the State Historic Preservation Office (SHPO) / Colorado Office of Archaeology and Historic Preservation (OAHP) and the National Park Service (NPS) to participate in the national preservation program while maintaining standards consistent with the National Historic Preservation Act (NHPA) and the Secretary of the Interior's (SOI) Standards for historic preservation. The Erie Historic Preservation Advisory Board (EHPAB) is the entity within the Town tasked with preserving historic structures, documents, and artifacts within Erie and with advising the Town Council on those matters. As part of fulfilling their duties, the EHPAB caused the creation of the Historic Preservation Master Plan in 2017 (revised 2022). Goals for the EHPAB laid out in that document include making Erie's historic buildings and landscapes a recognized part of the Town's identity, improving appreciation for the Town's heritage (and associated resources) through an ongoing program of research and investigation, and assisting property owners in enhancing their properties. Such work includes recommending properties for landmark status, which opens up the potential for tax credits, preservation grants, and other incentives that allow CLGs to help maintain the historic characters of their communities.

As part of Phase III of the Master Plan, and in keeping with the research goal set forth in the Master Plan, the EHPAB, is requiring intensive architectural inventory of 25 properties in Old Town Erie, which is the historic, Weld County portion of the community. This work will be funded through a State Historic Fund (SHF) grant from the SHPO/History Colorado with matching funds provided by the Town. All work is contingent on the SHF grant, which would be awarded in December of 2025. The project schedule will be driven in large part by the requirements and schedule of the SHF competitive grant program.

The EHPAB has already identified the 25 properties and has included the 2025 Survey Matrix Listing for all 25 in Attachment A of the RFP. Because they have already been identified by the EHPAB, no additional survey at either the reconnaissance or intensive levels will be required. All 25 properties will be inventoried at the intensive level as defined in the Colorado Cultural Resource Survey Manual (2007) and using Colorado Cultural Resource Survey Form 1403 (Architectural Inventory Form). This level of documentation includes fieldwork to record the existing conditions and composition of the properties, photographs of all structures, and production of site sketch (plan) maps and location maps set at 1:24,000-scale and using USGS 7.5' quadrangle maps as the background layer. The Scope of Work defined in the

RFP consists of three stages: Public Outreach and Meetings; Fieldwork & Research; and Survey Form and Report Preparation. Centennial's approach to these stages is described in detail below.

Project Approach

Centennial will approach this project with our standard commitment to excellence and responsiveness to ensure customer satisfaction and compliance with all applicable regulations. It will be conducted as a standard intensive architectural survey of each of the 25 properties. This work is being conducted in order to fulfil the research goal of the EHPAB outlined in the Master Plan and to identify which of these 25 properties retain sufficient integrity to be considered significant and to merit local landmark designation or, potentially, to be considered eligible for the State Register of Historic Properties (SRHP) and/or the National Register of Historic Places (NRHP). No federal nexus is anticipated; there is no requirement for compliance with Section 106 of the National Historic Preservation Act (NHPA) as amended. However, because of the SHF funding, the survey forms and report will be reviewed by SHF personnel at the OAHF. All work will be conducted to meet SOI Standards and Guidelines for Identification and Evaluation published September 29, 1983 and the Colorado Cultural Resource Survey Manual (revised 2007). Centennial has the capabilities and experience to provide all architectural history services needed to ensure compliance with all applicable preservation regulations. In particular, we use a variety of digital and in-person research sources and techniques to ensure that adequate historic context for specific projects have been established and that our ownership traces include factual information about past owners as well as a grantor/grantee list.

Public Outreach and Meetings

Kickoff Meeting: Once contracting is complete and a Notice to Proceed is issued, Centennial will start work. The first step will consist of arranging a kickoff meeting with Town Staff, the SHF, the EHPAB, and Centennial. It is assumed that this meeting will require Centennial's Historian to participate in-person, though a virtual meeting may be held at the request of the other participants. During this meeting, Centennial anticipates team introductions as well as a discussion on methodology including recording techniques, landowner notification protocols, and archival sources. It is further assumed that the project schedule will be confirmed at this time. Because they are listed as separate items in the Scope of Work in the RFP, it is assumed that this kickoff will be different than the public kickoff meetings described below, though combining the public Kickoff meeting and this meeting would be a way to increase project efficiency. It is anticipated that this phase of the project will take a single day to complete.

Pre-Fieldwork Preparation and Project Mobilization: This project phase will include the initiation of the OAHF and supplemental sources file search as described below as well as property owner notification. Other steps will include loading and charging equipment for digital data gathering and scheduling particularly regarding variable weather conditions common to the spring in Colorado. This phase may take up to 45 days though the bulk of that window will include allowing landowners 20-25 days to respond before a follow-up letter is issued.

Clear, legal permission to enter is essential for architectural inventories where the properties are both occupied and part of an urban environment where neighbors are plentiful. It is assumed that the Town will provide Centennial with any preferred protocols for property owner contact as part of the kickoff. Otherwise, Centennial has an existing access form that will be mailed to each of the properties at the mailing address on file with Weld County as well as the property address (if different). The forms will include information about the project, the level of work involved (accessing fenced areas and

photographing the exterior of the buildings), and include clear places for the property owner, owner's representative, or lessee to sign and to indicate any special conditions (e.g. call 24 hours ahead of time, only be present between 12 pm and 4 pm, etc.). Print outs of the forms will be carried by Centennial personnel at all times in the field. Additionally, Centennial personnel will wear high-visibility vests when they are on private property and will knock at the door as they arrive unless specifically asked not to by the property owner/lessee.

It should be noted that should property owners decline access, Centennial will make every effort to document the properties from the public right-of-way, though privacy fences, vegetation, and other elements may make full physical documentation impossible.

Public Kickoff Meeting: The public kickoff meeting will be advertised and is an opportunity for public engagement, particularly for the occupants/owners of the 25 properties on the Addendum A list. It is assumed that Centennial will make a brief presentation describing the goals and methods of the survey as well as including examples of the types of photographs that will be taken and what the findings mean. It is assumed that Town staff will be present and can inform participants about what the findings may mean for their properties as well as incentives and procedures should they choose to pursue landmarking. It is assumed that there will be a question-and-answer period where Centennial and the Town can answer citizen questions and address any concerns they may have about the project.

For scoping purposes, it is assumed that this meeting will be separate from the team kickoff meeting described above, though combining the two would be a way to decrease costs and increase time efficiency. Per the Q&A Document, it is understood that Town staff will handle all public notifications for public meetings through the Town's existing public notice procedures.

Final Public Meeting: Per the Q&A Document, it is assumed that the Final Public Meeting will occur in person at a Town Council meeting. During this meeting, Centennial will make a brief presentation summarizing the methodology of the survey and emphasizing the results including which properties were evaluated as significant and at what levels (local, state, national). The presentation will be followed by a question-and-answer period where it is assumed that Centennial will answer questions from the Town Council as well as any members of the public who may be present.

Fieldwork & Research

OAHP File Search: A literature review including a request for a formal file search and a review of documents available through the Compass database maintained by the OAHP will be conducted prior to the start of any fieldwork. File searches are considered an essential first step to any historic resource investigation. The OAHP file search will reveal the nature and extent of previously documented cultural resources within the survey areas and allow for greater efficiency of recording. Additionally, this information can be used to facilitate the development of a contextual framework to help interpret the results of the field investigation. All 25 properties are situated in the Weld County portion of the Town, which is known as Old Town Erie. The positioning in Weld County is consistent with the developmental history of Erie, which first emerged in Weld County and then expanded west into Boulder County.

A preliminary review of the properties detailed in Attachment A shows that three of the 25 properties have been previously recorded. Two consisting of 3140 County Road 1 (5WL.9620) and 650 Main Street / Erie Middle School (5WL.9619) were recorded by Centennial in 2022/2023 for a Section 106 compliance project. While access to the school was provided, access to 3140 County Road 1 was not

granted. A third, 580 Pierce Street (5WL.1697) was recorded in 1991 by the Weld County Housing Authority. Centennial has access to the two site forms from 2022/2023 as well as the raw recording data and will be able to incorporate much of the data into refreshed documentation while minimizing the amount of field and archival time necessary for an intensive recording. Information on the property documented in 1991 will be obtained from the OAHP and incorporated into the current documentation, though the age of the previous recording makes it unlikely that it was documented to current standards.

The OAHP information will be supplemented with a pre-field review of supplemental sources so that Centennial's Historians can know what to expect at each property and to conduct the survey as efficiently as possible. Such sources will include Weld County Assessor's data available online, historic maps including Sanborn Fire Insurance Maps for Erie as well as General Land Office (GLO) and USGS topographic maps of the area, and historic aerial and satellite imagery of the properties available through historicaerials.com, Google Earth, and online archives such as that at the University of Colorado at Boulder. Centennial will also coordinate with EHPAB and the Erie Historical Society to ensure that all available information on the 25 properties is identified and incorporated into pre-field preparation.

Fieldwork (including mapping and photography): An intensive architectural inventory will be conducted for all 25 properties on the list. Fieldwork will be conducted to meet the standards set forth in the OAHP Survey Manual (2007). Assuming access is granted, Centennial will enter the property and document all elevations and structures. If access is not granted, Centennial will record the properties to the greatest extent possible from public right-of-way. It should be noted that the school will be accessed after school hours when students are no longer present. Per the school website, students are dismissed at 3:00 pm. It is assumed that fieldwork will start no earlier than 3:45 pm to allow time for dismissal and for students to leave campus.

All 25 properties included in Phase III will be recorded using the same broader methodology. At the start of the recording, property overview photos will be taken from across the street / the public right-of-way. Then, access permitting, Centennial will enter the property and continue to take overview photographs while the recorders familiarize themselves with sightlines and the number and types of features on the property. Then, each building/feature will be documented individually. Documentation will consist of taking notes with descriptive text of materials, forms, fenestration, and all characteristics of each building. The documentation will start at the roof and move to the foundation with a description of each elevation. Photographs will be taken of all elevations as well as specific characteristics. For the two properties previously recorded by Centennial in 2022/2023 (3140 County Road 1 (5WL.9620) and 650 Main Street / Erie Middle School (5WL.9619)), it is assumed that fieldwork will be focused on updating existing documentation and recording current conditions. For these sites as well as the one documented in 1991 (580 Pierce Street (5WL.1697)), previous information will be incorporated into the current documentation to the greatest extent possible to reduce costs and project timelines.

Centennial has moved to an all-digital data collection method, though paper documentation is still available and can be used on request from the Town. Centennial employs an array of modern and effective digital solutions for the purpose of field data collection. Custom field forms including an architectural form that captures the data necessary to produce OAHP Form 1403 have been designed in-house. These forms are published to ESRI Survey123 and ArcGIS Online, where they are deployed to field phones (Google Pixel 7 or higher) used by Centennial crews. These forms are used to collect site- and project-specific information and to photo document projects while in the field. Finished forms are synced nightly and the data is immediately available for viewing and analysis in the office. In addition to form data, high-resolution spatial data is also collected in the field by means of project-tailored ESRI Field Maps

connected to sub-meter bluetooth GPS devices (Geneq Inc. SxBlue II GPS). These maps are authored in a similar way to the Survey123 forms, and are stored on ArcGIS Online for deployment, syncing, and easy access and retrieval. This method allows Centennial to document the primary houses as well as ancillary buildings, map features with sub-meter precision, and geotag photographs for each building to ensure capture of all pertinent information. Such mapping abilities are particularly important for sheds and other ancillary structures that are more difficult to see from satellite imagery.

Archival Research (including deed research): Archival research will be conducted for all 25 properties. Archival data from past recordings will be reused and/or summarized to the greatest extent possible to minimize duplication of effort. Deed research consisting of an ownership trace for each property will be conducted through the Weld County Clerk and Recorder. Owners will be researched through a variety of sources including local histories, online genealogical databases such as Ancestry.com, and the Colorado Historic Newspapers database to determine if any of the past owners were historically significant and to obtain biographical information about these people. Information for the properties gathered during the file search including GLO records, Sanborn Fire Insurance Maps, USGS topographic maps, and aerial/satellite imagery will be incorporated. Most of these sources, including Weld County ownership records, are entirely digital and can be accessed from Centennial's office in Fort Collins. However, the Erie Historical Society in Erie and the Hazel E. Johnson Research Center in Greeley will also be contacted to inquire about specific sources at those institutions that may be relevant to this investigation. Oral history research may also be conducted if current owners are willing to discuss their property with Centennial. All research for each project will be included in the survey report and on OAHP Form 1403 for each property.

Archival research is considered essential as built environment properties will be evaluated for significance based on their physical condition, historical integrity, and contextual information. It is of particular importance in evaluating significance for local landmarking and eligibility for the NRHP under Criteria A and B and SRHP eligibility under Criteria 1 and 2 as those more ephemeral aspects are not necessarily visible from the physical remains of a resource.

Survey Form and Report Preparation

Centennial will prepare an architectural survey report and Architectural Inventory Forms (1403). The report and forms will follow the OAHP Format, Guidelines, and Standards Historical & Architectural Surveys as well as the SOI standards. The draft technical report and site forms will be submitted in Word and PDF form and the GIS data will be prepared to SHPO standards and submitted to the Town, EHPAB and SHPO staff for review and comment. Comments from those entities will be addressed and incorporated into the final documents. The final survey report, site forms, and GIS data will be submitted electronically in PDF format as specified in the RFP document. The site forms will include topographical location maps at 1:24,000 scale, site sketch (plan) maps, and photographs as required by the SHPO/OAHP. The GIS data will be submitted in accordance with current SHPO digital data submission requirements, which Centennial has experience providing.

The report will consist of the following elements:

- Front Matter: Title page; Abstract; Table of Contents; List of Figures; List of Tables; Colorado Cultural Resource Survey Management Information Form
- SHF Acknowledgements with OAHP/SHPO-approved wording.
- Introduction and Project Background including a brief summary of the project, those involved, the project dates, and the results.

- Project area including a verbal description of the survey area, PLSS location information, and the total number of acres and properties surveyed. A USGS topographic quad map showing the survey area boundary will be included.
- Research design and methods including the survey objectives and scope of work and a summary of the file search results.
- Historic Context
- Site Evaluation Criteria
- Inventory Results (table of resources, site-specific descriptions, and Erie Landmark / NRHP / SRHP field significance evaluations)
- Summary and Management Recommendations
- References Cited
- Survey Logs listing all resources documented arranged by street address and by site number.

The report will incorporate regional, project area, and site maps; representative photographs of the project area; and overview photographs of the individual properties. Site descriptions including Erie, NRHP, and SRHP evaluations and recommendations will be produced. Maps will include a USGS 7.5' quadrangle map plus a city plat map or planning map outlining the boundaries of the survey area with a key that identifies the boundaries and locations of eligible districts, contributing and non-contributing properties, and individually eligible properties by site number. Finally, SHF acknowledgements that are required will be included in the report document.

Key Challenges and Approach

With architectural documentation, the key challenge tends to be obtaining property owner/lessee permission to document the property. While there are properties that can be fully documented from public right-of-way, in many cases rear and/or side elevations and ancillary structures are not visible from outside of the property boundary. Centennial has a tried and tested one-page access form and process that has been utilized on other projects. The form is sent out once to all property owners / property mailing addresses with information allowing property owners to either fill it out online or to fill out the hard copy and mail it back at their discretion. If no response is received within 20 calendar days, a second form is sent out. If no response is received within 20 days of that, Centennial will plan on documenting from the public right-of-way. However, when Centennial arrives at the property, the historian will knock on the door to talk to the property owner. They will carry a blank copy of the form just in case the property owner agrees in the moment. All work is to be conducted during standard business hours of 8 am – 5 pm and during the weekdays to minimize disruptions. This approach is intended to be sensitive to the landowner, minimize the amount of time spent on landowner access, and maintain positive working relationships between the Town and community.

Centennial's Vision for the Project

Centennial's vision for the project is to deliver a comprehensive, accurate, and contextually grounded inventory of the 25 architectural properties identified by the EHPAB for inclusion in Phase III of the Master Plan (2012; rev. 2022). This inventory will serve as a valuable tool for preservation planning, community engagement, and informed decision making for both the Town and individual property owners. Through rigorous documentation and analysis of the individual properties, we will evaluate the sites for architectural, cultural, and historical significance within the context of Erie as a vibrant community with a rich coal mining history.

We are committed to producing a high-quality inventory that reflects both scholarly standards and local values. Our approach integrates archival research, field survey, and evaluation within a clear methodological framework that is consistent with the OAH Survey manual and SOI preservation standards and guidelines. We recognize that every house tells a story—not only about architectural style and construction but also about the people, communities, and patterns of development that shaped the area. Ultimately, our goal is to support the community's efforts to preserve its unique historic character by providing a solid foundation for future planning, designation, and stewardship efforts.

Approach to Cost Control, Value Engineering, and Cost Accuracy

Centennial has been conducting cultural resource investigations since 1984 and has directly employed an in-house historian since 2014. We are experienced in conducting architectural documentations and have developed and refined our methodology over past investigations. Our approach to cost control in historic resources documentation is grounded in thoughtful planning, efficiency, and a deep understanding of the nuances involved in surveying and evaluating architectural properties. We recognize that such projects require both technical rigor and careful resource management to ensure timely and accurate deliverables within budget.

We apply value engineering principles by identifying opportunities to streamline tasks—such as refining field survey protocols, optimizing data collection methods, and leveraging digital tools and online databases—to reduce time and costs without sacrificing the quality or integrity of documentation. Our team continually assesses how best to achieve project goals with efficiency, while preserving the level of detail appropriate for historic architectural resources.

To ensure accurate and accountable cost management, we utilize:

- Detailed project schedules and task-based work plans to manage labor and allocate resources effectively across phases of research, fieldwork, and analysis.
- Experienced personnel with a proven track record in historic resource surveys, who are adept at anticipating and mitigating common cost-related challenges in architectural documentation.
- Clear lines of communication with the client, including regular progress updates and early identification of any scope changes that may impact cost.

Our team is committed to delivering accurate documentation of architectural resources within the established budget and timeline, while remaining flexible to adapt as project needs evolve. By balancing historical integrity with practical project management, we provide our clients with reliable results and excellent value.

Additional Tasks

The Scope of Work is a straightforward intensive-level architectural inventory. While Centennial is capable of additional mapping, district evaluation, consultation, in-depth research, and mitigation of adverse effects, the Town has a Master Plan, and the scope as presented is tailored directly to accomplishing that plan. At this time, Centennial does not propose any additional tasks.

PROJECT SCHEDULE

Centennial's staff will be available for the proposed work as soon as the notice to proceed has been issued. It is understood that the project is dependent on a successful SHF grant application and that much of the schedule is directly tied to the deliverable cycle of SHF grants. The following schedule is based on the information in the RFP and assumes that the grant will be awarded in December of 2025 with full contracting to follow. The schedule would be adjusted based on actual award of contract and notice-to-proceed as well as snow cover in the project area. It is assumed that Centennial will provide monthly status reports via email to the Town.

TASK	START DATE	END DATE	TOTAL DURATION	DELIVERABLE(S)
Project kickoff meeting	January 2026	January 2026	1 day	In-person meeting between Town Staff, SHF, EHPAB, and Centennial
Pre-field Prep	January 2026	February 13, 2026	~ 45 days	Landowner notifications; OAHP file search results will be incorporated into the survey report.
Public Kickoff Meeting	January 2026	February 13, 2026	1 day	In-person meeting with the public
Fieldwork & Archival Research	February 14, 2026	April 1, 2026	~1.5 months	Conduct fieldwork and archival research; window is designed to allow for variable weather during that period.
Draft Report and Forms	February 14, 2026	April 17, 2026	~2 months	Electronic submission of draft survey report and forms in both Word and PDF format to the Town.
Final Report	April 20, 2026	June 1, 2026	~ 6 weeks	Electronic submission of PDF files of the report and site forms and OAHP-formatted GIS data. Includes 2-3 weeks for the Town to review and comment on the draft deliverables.

Suggested Streamline Measures

Centennial's methodology is designed to streamline the transition from the field to the office by building in redundancy in back up and using digital data collection so that all information is born-digital rather than requiring conversion. The review process for the draft deliverables can be streamlined by providing both Word and PDF formats of the documentation to allow reviewers to directly insert comments and track changes in the digital medium that they prefer. Centennial can then directly address the comments where they occur. Final deliverables will be in PDF format as required in the RFP.

QUALITY CONTROL

Centennial is committed to maintaining the highest standards of accuracy, consistency, and integrity in all phases of historic resources documentation. Quality control (QC) is integrated throughout the project lifecycle to ensure that the architectural inventory is both reliable and defensible for regulatory compliance, planning, and preservation purposes. The following outlines our QC approach:

- **Clear Methodological Framework:** We begin by developing a standardized methodology aligned with the OAHP Survey Manual and the SOI Standards for Identification and Documentation. This includes clearly defined criteria for evaluating architectural significance, integrity, and context. The use of consistent terminology, field forms, and data collection protocols ensures uniformity across the inventory.
- **Qualified and Trained Staff:** Our key personnel members for this project are highly qualified individuals. Historians meet the SOI Professional Qualifications Standards and our maps are produced by certified GIS Professionals. Support staff including research assistants are directly supervised by the Historian / subject matter expert for the project and receive project-specific training on documentation standards, survey methods, data entry procedures, and visual documentation requirements to ensure accuracy and consistency.
- **Field Survey Quality Control:** Our electronic data gathering techniques allow field data to be synced in real time. Field documentation is subject to daily review by the Principal Investigator as well as by the GIS Specialist to verify completeness and consistency. Photographs are reviewed to ensure they meet resolution, lighting, and angle standards. GPS accuracy and mapping precision are also verified against base maps and survey boundaries. If there is an issue, it can be addressed while work is ongoing rather than requiring personnel to go back out to the site and disturb a property owner for a second time.
- **Internal Review and Cross-Checks:** Completed Architectural Inventory Form 1403 are subject to spot checks while work is ongoing by senior personnel including the Principal Investigator. Cross-checks with the raw field data are performed to ensure information is comprehensive.
- **Consistent Data Management:** All inventory data collected in the field is synced nightly to a centralized, quality-controlled database designed by Centennial. It is stored on a secure cloud-based repository with daily backup. Site and photo viewer dashboards are maintained for laboratory personnel to ensure easy access, logical data display, and data protection.
- **Review of Contextual and Evaluative Narratives:** All historic contexts and statements of significance are carefully reviewed to ensure they are well-substantiated by the physical evidence and historical research. Sources are cited, and conclusions are aligned with National Register eligibility criteria. Additionally, the context in particular will be cross referenced with documentation produced during Phases I and II of the a Master Plan to ensure consistency with past efforts.
- **Deliverable Review and Final QA/QC:** Before submission, all deliverables—including reports, Architectural Inventory Form 1403, and GIS data —undergo a final QA/QC review checklist and technical edit. This review includes formatting checks, citation verification, grammatical review, image review, and coordination with local and state standards.

KRISTIN A. GENSMEYER

Present Position

Principal Investigator – Centennial Archaeology LLC, Fort Collins, Colorado (2014-Present)

Senior Instructor – Colorado State University, Fort Collins, Colorado (Instructor 2014-2024; Senior 2014-Present)

Education

M.A. Anthropology/archaeology with an emphasis in historical archaeology, Colorado State University (2012)

B.A. Anthropology/Archaeology with minors in English and History and an interdisciplinary certificate in Asian Studies, Colorado State University (2007)

GIS Certificate, Front Range Community College – Fort Collins (2018)

Selected Employment History

- Lead Historic Preservation Specialist, FEMA DR-4145 – Colorado Flood Recovery, Denver, Colorado (2013-2014).
- Staff Supervisory Archaeologist / Historian – Centennial Archaeology, Inc. Fort Collins, Colorado (2013-2014).
- Historical Archaeologist / Technician, Centennial Archaeology, Inc. Fort Collins, Colorado (2008-2012 on a project-by-project basis).
- Laboratory Supervisor / Assistant, Laboratory of Historical Archaeology, CSU, Fort Collins, Colorado (2011-2012)
- Archaeological Field Technician, Brush Creek Hayden Ranger District, Medicine Bow / Routt National Forest, Saratoga, Wyoming (2010)

Professional and Geographic Capabilities

Archaeology and history of the western High Plains and Rocky Mountains and Intermountain West; project supervision and management; architectural documentation and assessment of historic structures; NRHP eligibility and effects determinations; technical skills including pedestrian survey, block and test excavations, instrument and GPS mapping; analysis of historic and prehistoric artifacts; archaeological monitoring; production of technical reports including Historic American Engineering Record (HAER) and Level II documents; archival research on properties, artifacts, roads, and ditches; preparation and submission of artifacts to repositories for permanent curation; photographic documentation of sites, artifacts, and structures.

Selected Architectural / Built Environment Project Experience

- Bent County Sidewalks Project | RockSol and CDOT Region 4 | City of Las Animas and Town of McClave | Principal Investigator and Historian
- Weld County Road 3 Bridge Replacement | RockSol and CDOT Region 4 | Town of Erie | Principal Investigator and Historian
- LaSalle – Union Ditch Bridge Replacement | RockSol and CDOT Region 4 | Town of LaSalle | Principal Investigator and Historian
- Supply Ditch Lateral near Longmont | Boulder County Public Works Department | Principal Investigator and Historian
- College Avenue Improvements Project historical/architectural Inventory | J-U-B Engineers and CDOT Region 4 | City of Fort Collins | Principal Investigator and Historian
- Cleveland Avenue Improvements historical / architectural inventory | J-U-B Engineers and CDOT Region 4 | Town of Windsor | Principal Investigator
- Amalgam Thief Mine and Mill Site at 4872 Sugarloaf | Boulder County Public Works Department | Principal Investigator and Historian
- Lower State Highway 7 Roadway Reconstruction intensive Class III archaeological and historical Inventory in Boulder County, Colorado | CDOT Region 4 | Lyons - Raymond | Principal Investigator and Historian
- US Highway 34 Roadway Reconstruction intensive Class III archaeological and historical Inventory in Larimer County, Colorado | CDOT Region 4 | Loveland – Estes Park | Principal Investigator and Historian.

EVA M. (DONKIN) GARNER

Present Position

Senior Historian. Centennial Archaeology LLC, Fort Collins, Colorado (2014-present)

Education

M.A. Public History – University of Colorado Denver, 2014

B.A. Anthropology/Archaeology. Colorado State University, 2006

Employment History

Private Consultant, Fort Collins, Colorado (2018-2019)

Graduate Teaching Assistant, University of Colorado, Denver (2011-2013)

Education's Intern. Weld County Museums, Greeley, Colorado (2008)

Archaeological Field Technician. SWCA, Inc., Broomfield, CO (2006-2007)

Archaeological Monitor. SWCA, Inc., Broomfield, CO (2006-2007).

Collections and Education Intern. Fort Collins Museums, Fort Collins, CO (2006)

Professional and Geographic Capabilities

Public history and historic preservation; History and archaeology of the western High Plains, Rocky Mountains, and Intermountain West; Documentation of historic buildings, structures, roadways, ditches, and water control features; Project supervision and management; Archival and historical research of linear resources, historic persons, ownership records, and historical contexts; Technical skills including pedestrian survey, test excavations, and site documentation; Analysis of historic and prehistoric artifacts; Personnel supervision; Technical report production; Inventory, cataloging, repository management of archaeological collections; Preparation and submission of artifacts to repositories for permanent curation.

Selected Project Experience

- Historian. Architectural analysis, linear documentation, archival research, and Eligibility and Effects letter preparation for the Town of Erie, East County Line Road Project (CDOT / CTL Thompson / Town of Erie)
- Historian. Architectural analysis, linear documentation, and archival research, US 34 Permanent Repair Project (CDOT / Jacobs Engineering Group, Inc.)
- Historian / Archaeologist. Intensive architectural and road documentation, site analysis, archival research, and technical report construction, State Highway 7 (Lower) Permanent Repair Project (CDOT / Jacobs Engineering Group)
- Historian / Project Director. Architectural analysis, linear documentation, archival research, and Eligibility and Effects letter preparation for the Town of Firestone, Colorado Boulevard and Bella Rosa Parkway Intersection Improvements Project (CDOT / J-U-B Engineers, Inc.)
- Historian. Architectural analysis, inventory, and historical research of the Bent County Sidewalk Improvement Project (CDOT / RockSol Consulting Group)
- Historian / Project Director. Architectural analysis, inventory, historical research, and Eligibility and Effects letter preparation for the Town of Wellington, Cleveland Avenue Revitalization Project (CDOT / J-U-B Engineers, Inc.)
- Historian. Architectural analysis, inventory, and historical research for the City of Fort Collins, College Avenue Intersection Improvements Project (CDOT / J-U-B Engineers, Inc.)
- Historian. Architectural analysis, linear documentation, and archival research for the City of Longmont, East County Line Road Shoulder Improvements Project (CDOT / J-U-B Engineers, Inc.)
- Historian. Architectural analysis, inventory, and historical research for the City of Wheat Ridge, Wadsworth Boulevard Pedestrian Improvements Project (CDOT / Olson Engineering, Inc.)
- Historian / Field Director. Architectural documentation and analysis for properties along 37th Street in the City of Evans, 37th Street Improvement Project in the City of Evans (CDOT / RockSol Consulting Group)
- Historian / Historical Archaeologist. Linear documentation and archival research, Centerra Trail Project in the City of Loveland (CDOT / RockSol Consulting Group)

TRAVIS R. BUGG, GISP**Present Position**

Geospatial Services Director – Centennial Archaeology LLC, Fort Collins, Colorado (2019-present)

Education

- GIS Graduate Certificate, Northern Arizona University – Flagstaff (2008)
- B.A. Anthropology/Archaeology, Western Carolina University, Cullowhee (2004)
- B.A. English Professional Writing, Western Carolina University, Cullowhee (2004)

Selected Employment History

- Senior GIS Analyst, Logan Simpson, Fort Collins, Colorado (2014 – 2019)
- GIS Specialist, Centennial Archaeology, Inc. Fort Collins, Colorado (2008 - 2014)
- GIS Analyst / Archaeological Technician, Coconino National Forest, Flagstaff, Arizona (2007)
- Archaeological Field Technician, Louis Berger Group, Richmond, Virginia (2005 – 2007)

Professional and Geographic Capabilities

Mr. Bugg has 20 years of GIS and archaeological experience and over 12 years of supervisory experience in the Intermountain West, Great Basin, Southwest, Southeast, and Midwest regions. He has conducted GIS-related operations and analysis for over 280 cultural resource compliance projects for a variety of industries, including oil and gas, transportation, electric, and renewable energy. He has worked closely with federal agencies, state and local governments, and private sector clients. He is skilled in spatial data management, geodatabase design, data acquisition, and Quality Assurance/Quality Control of spatial and relational databases. Mr. Bugg oversees all aspects of Centennial's field data collection and mapping programs and has developed a comprehensive GIS training program with tutorials and learning modules for new employees. He is also certified by the FAA as a remote pilot for Small Unmanned Aircraft Systems (sUAS) and has experience directing flight missions for precise aerial mapping of archaeological and historic sites. Mr. Bugg is highly trained in graphic design and report production and has authored or co-authored over 40 technical reports.

Selected GIS/Graphic Design Project Experience

- Loveland Railroad Avenue Project, Loveland, Colorado | City of Loveland
- Fossil Creek Trail near Trilby Road Project, Fort Collins, Colorado | City of Fort Collins
- Soapstone Willow Project, Larimer County, Colorado | City of Fort Collins
- Poudre Trail – Rigden to ELC Project, Fort Collins, Colorado | City of Fort Collins
- St. Vrain WTP Injection Well Project, Weld County, Colorado | Town of Firestone
- Archaeological Testing at the Halfway House – Dickey/Jacoby Farm Property (SWL6563), Windsor, Colorado | Town of Windsor
- Tolland Ranch Trail Project, Boulder County, Colorado | Boulder County Parks & Open Spaces
- BLM Juan Bautista de Anza National Historic Trails Inventory, Maricopa County, Arizona | Bureau of Land Management
- Sonoqui Wash Phase II Data Recovery Project, Queen Creek, Arizona | Town of Queen Creek
- Padilla Park Silver King Hotel Project, Florence, Arizona | Haydon Building Corporation and the Town of Florence
- Centerra Trails (Boyd Lake Trails), Larimer County, Colorado | Rocksol, reviewed by CDOT
- Sandbeach and Bluebird Lake Trail Corridor Inventory, Rocky Mountain National Park, Boulder County, Colorado | National Park Service
- Backcountry Trail, Campsite and Regeneration Area Inventory Project, Rocky Mountain National Park, Boulder, Grand, and Larimer Counties, Colorado | OPES and the National Park Service
- BLM DC National Scenic and Historic Trails Inventory and Monitoring Project, Bureau of Land Management NOC, Denver, Colorado | Bureau of Land Management
- Linden Street Streetscape Project, Fort Collins, Colorado | CDOT | HDR