

Joanna Wilson Green  
Archaeologist, Easements and Archaeology Stewardship  
Virginia Department of Historic Resources  
2801 Kensington Avenue, Richmond VA 23221

January 14, 2015

RE: Virginia Department of Historic Resources (VDHR) Permit Application for  
Archaeological Removal of Human Burials (anticipatory)

Dear Ms. Wilson Green,

Enclosed please find the signed Virginia Department of Historic Resources (VDHR) Permit Application for Archaeological Removal of Human Burials. This permit is being filed in anticipation of exhumation of the abandoned Norman Cemetery, located at the Coles Volunteer Fire and Rescue Station (13712 Dumfries Road, Manassas Virginia, 20112). The graves are unmarked but research indicates they include mid-to-late nineteenth-century remains of the Lynn, Norman, and possibly Tansill families. If you have any questions or concerns, please do not hesitate to contact me directly or reach out to Lou Ann Dorrier, Prince William County Architect, at 703-792-6674 ([LDorrier@pwcgov.org](mailto:LDorrier@pwcgov.org)).

Respectfully yours,



Mackenzie Caldwell Rohm MA, RPA  
Project Manager  
Versar, Inc.  
703-642-6973  
[mroh@versar.com](mailto:mroh@versar.com)

cc: Lou Ann Dorrier, Prince William County Architect  
John W. Mitchell, Prince William County, CFM, LEED AP



**VERSAR**

6850 Versar Center  
Springfield, VA 22151  
703.750.3000  
[www.versar.com](http://www.versar.com)

**VIRGINIA DEPARTMENT OF HISTORIC RESOURCES  
PERMIT APPLICATION FOR ARCHAEOLOGICAL REMOVAL  
OF HUMAN BURIALS**

**Please print or type all answers.**

If a question does not apply to your project, please print N/A (not applicable) in the block or space provided. If additional space is needed, attach extra 8½" x 11" sheets of paper. If you have any questions about completing this form, please call or fax Ethel R. Eaton in the Project Review Division at (804) 367-2323 ext. 112; fax (804) 367-2391.

**1. Applicant's Name and Address:**

Dr., Mr., Mrs., Ms. (circle one) Ms. Lou Ann Dorrier, Prince William County Architect  
Street Address: 5 County Complex Court, Suite 230  
City, State, Zip Code: Woodbridge, VA 22192  
Telephone number: ( 703 ) 792-6674 Fax number: (      )             
E-mail: LDorrier@pwcg.org

**Property Owner's Name and Address: (If different from above)**

Dr., Mr., Mrs., Ms. (circle one) Coles Volunteer Fire Department\*\*\*  
Street Address: 13712 Dumfries Road  
City, State, Zip Code: Manassas, VA 20112  
Telephone number: ( 703 ) 791-3400 Fax number: (      )             
E-mail: www.cdvfd.org

\*\*\*the property is currently in the process of being transferred to Prince William County

**2. Name of the property or archeological site on which work is proposed:** Norman Cemetery

County or city in which the property is located: Prince William County

State archeological inventory number (if one or more has been assigned): N/A - no number assigned

Please attach a photocopy of the relevant USGS 7.5 series quadrangle sheet showing the property/site(s) location. A supplemental map showing greater detail may also be attached, if appropriate. See attached.

**3. Attach a written statement of the landowner's permission both to remove human remains on the property and to allow the duly authorized representatives of the Department of Historic Resources to enter upon the property at reasonable times to inspect and photograph site conditions.**

**4. Is this application part of court-ordered removal? Yes:      No:   X**

If answer is "Yes," attach evidence of a reasonable effort to identify and notify next of kin.

5. **Are you applying at the direction of a local government, a state agency, or a federal agency?** Yes:  No: \_\_\_\_\_

If answer is "Yes," indicate whether the Department of Historic Resources has previously been contacted. Yes:  No: \_\_\_\_\_

If answer is "Yes," provide the DHR file number (if available). N/A - no number assigned

6. **Is the removal a likely consequence of a field investigation where discovery of burials can reasonably be anticipated (but no discovery has yet occurred)?**

Yes:  No: \_\_\_\_\_

If answer is "Yes," describe the factors that suggest the presence of burials.

The cemetery is abandoned but was noted in the 1980s during the installation of a water tower.

Fred Kernan (a member of the PWC Historical Commission) mapped the cemetery in 1988.

He noted 14 burials identified burial depressions as well as fieldstone foot and headstones. A single engraved stone was recorded, that of Charles E. Norman 1814-1855. This stone has since been relocated to Loudoun County.

7. **Attach the proposed notice in a newspaper having general circulation in the area of the project.**

The public notice shall provide the name, address of the applicant, a brief description of the field investigations, a statement advising the public that they may request a public meeting, the name, address and telephone number of his agent/contractor from whom they may request more information, a location in the project vicinity where a copy of the complete application may be viewed in addition to the Department of Historic Resources, a statement of the proposed disposition specifically inviting comment on that aspect, and the deadline for receipt of comments. Attached. Public notices to describe the project and ask for information were posted online and in print as well as the formal intent to relocate.

8. **Is a waiver of the public notice, or other requirement requested?**

Yes: \_\_\_\_\_ No:  If answer is "Yes,"

A. Describe the specific threats facing the human skeletal remains or associated artifacts, explaining why the emergency situation justifies the requested waiver.

B. Describe the conservation methods which will be used, especially for skeletal material.

Skeletal material will be removed with soil matrix to provide as much stability as possible.

Each individual will be placed in a padded plastic box (including donuts for skulls as necessary) and removed to Towson University's bioanthropology lab for analysis by Dr. Dana Kollman.

The remains, including any associated artifacts, will be reinterred.

9. **Have you obtained an archaeologist for this project?** Yes:  No: \_\_\_\_\_

If answer is "Yes," complete the remainder of this question.

A. Attach the vita of the archaeologist who will perform the work in sufficient detail to allow independent verification that the person's qualifications are consistent with the federal standards

outlined in 36 CFR §61.

B. Submit the Applicant's and Contractor's Acknowledgement Form with your application.

10. **Have you obtained a skeletal biologist for this project?** Yes:  No:   
If answer is "Yes," complete the remainder of this question.

Attach the vita of the skeletal biologist prepared in sufficient detail to allow independent verification that the person has at least a master's degree, the field of specialization, years of laboratory experience in the analysis of human remains and ability to produce a written report of the findings and their interpretation.

- 11a. **Provide a statement that the treatment of the human skeletal remains and associated artifacts will be respectful.**

Dr. Dana Kollmann has more than 10 years of crime lab experience and nearly 10 years experience working with archaeological populations (including prehistoric and historic peoples). All skeletal remains and associated artifacts will be recovered and handled in a professional and respectful manner by those involved with the project from exhumation to reinterment.

- 11b. **Provide the name and complete address of the institution/facility providing curation during study and prior to final disposition.**

Skeletal remains will be temporarily curated at the Towson University bioanthropology lab, Towson, MD. Artifacts will be temporarily curated at Versar, Inc., 6850 Versar Center, Springfield VA 20151.

- 11c. **List the name and complete address of the institution/facility which will providing curation of original data (with the exception of human skeletal remains and associated artifacts), such as field notes, photographs and other materials.**

Data will be collected by Versar, Inc., 6850 Versar Center, Springfield, VA 22151. Final curation will be at the Virginia Department of Historic Resources at 2801 Kensington Avenue, Richmond, VA 23221.

12. **Expected Timetable For:**

Excavation: March 2015

Osteological Analysis: March - June 2015

Preparation of the final report: September 2015

Final Disposition: December 2015

**13. Please provide a statement of the goals and objectives of the project.**

This statement shall take the form of a detailed research design describing the methods, standards and processes that will be used to obtain, evaluate and analyze data on mortuary practices in particular and cultural practices in general. Justification for the chosen methodology shall be provided by reference to previous archival and archeological research, preferably on the regional level. The osteological examination shall include determinations of age, sex, racial affiliation, dental structure and bone inventories for each individual. In addition the research design shall discuss what additional analytical techniques are proposed, under what circumstances and what research objectives will be addressed. The final technical report shall incorporate the resulting cultural information with the results of the osteological analysis and shall meet the federal standards entitled *Archeology and Historic Preservation: Secretary of the Interior's Standards and Guidelines* (48 FR 44716-44742, September 29, 1983) and the department's *Guidelines for Preparing Identification and Evaluation Reports for Submission Pursuant to Sections 106 and 110, National Historic Preservation Act, Environmental Impact Reports of State Agencies, Virginia Appropriations Act, 1992 Session Amendments* (June 1992).

**14. Provide the location and a brief description of the plan for the short-term curation of the human skeletal remains and associated artifacts.**

At Towson University located in Towson, MD

**15. Is a disposition other than reburial proposed? Yes: \_\_\_\_\_ No: X**

If your answer to the question above is "Yes," please attach a statement of the reasons for alternative disposition and the benefits to be gained thereby.

**ALL APPLICANTS MUST SIGN**

I hereby apply for the permit for the activities I have described herein. I agree to allow the duly authorized representatives of the Department of Historic Resources to enter upon the property at reasonable times to inspect and photograph site conditions.

I hereby certify that there are adequate resources to carry out the research design and the proposed disposition of the remains required under the permit. I understand that work conducted under a permit will not be considered complete until all reports and documentation have been submitted and reviewed by the department to meet all conditions specified as part of the approved permit. Failure to complete the conditions of the permit within the permitted time limit may result in revocation of the permit and constitute grounds for denial of future applications.

I hereby certify that the information submitted in this application is true and accurate to the best of my knowledge.

  
Applicant's Signature

12/1/14  
Date

  
Applicant's Signature

12/2/14  
Date

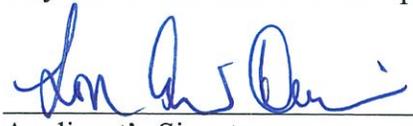
**APPLICANT'S AND CONTRACTOR'S ACKNOWLEDGEMENT FORM**

I, Lou Ann Dorrier, Prince William County Architect, have contracted  
Applicant's Name

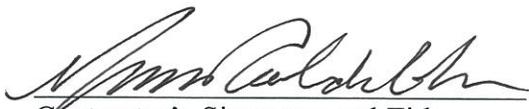
Versar, Inc. of Springfield Virginia to perform the work  
Contractor's Name or Name of Firm

described in the in the application signed and dated \_\_\_\_\_  
Date

We will read and abide by all conditions as set forth in the approved permit as required for the actions described in this application. We understand that work conducted under a permit will not be considered complete until all reports and documentation have been submitted and reviewed by the department to meet all conditions specified as part of the approved permit. We further understand that failure to complete the conditions of the permit within the permitted time limit may result in revocation of the permit and constitute grounds for denial of future applications.

  
Applicant's Signature

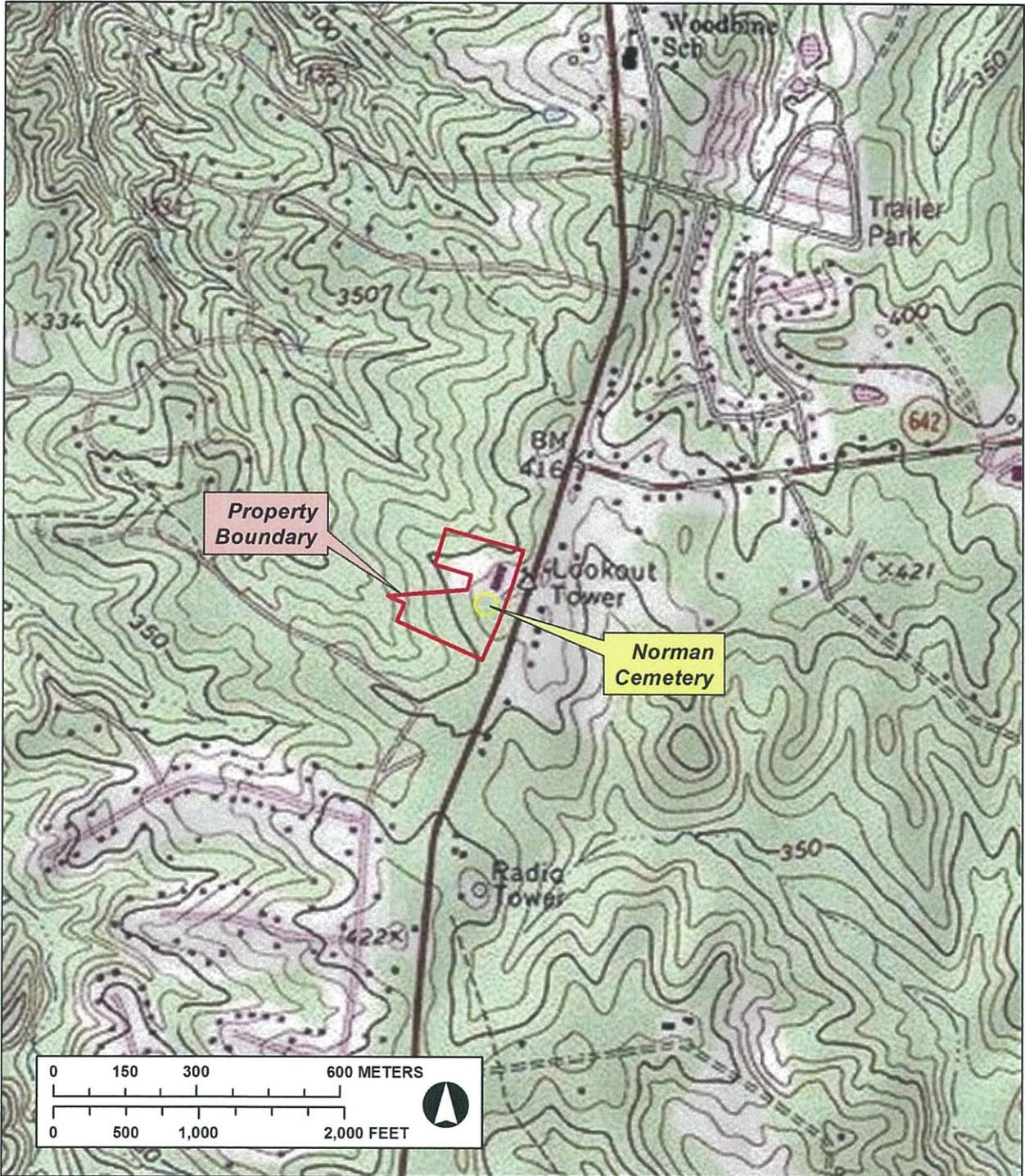
12/1/14  
Date

  
Contractor's Signature and Title  
(if different from applicant)

11/19/14  
Date

**REMINDER: Be sure to include attachments for items 3 and 6 above together with the basic application form. Send the completed application to:**

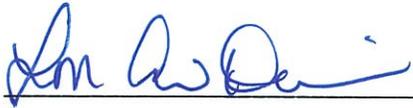
Virginia Department of Historic Resources  
Attn: Ethel R. Eaton  
2801 Kensington Avenue  
Richmond, Virginia 23221  
Fax: (804) 367-2391



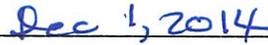
1994 Independent Hill photorevised topographic quadrangle map, Scale 1:24,000, 7.5 minute.

AUTHORIZATION FOR SITE ACCESS

Prince William County hereby authorizes Versar, Inc. to remove burials located within the Norman Cemetery adjacent to the Coles Volunteer Fire Department at 13712 Dumfries Road, Manassas Virginia, 20112. The County further authorizes access to representatives of the Virginia Department of Historic Resources in order to inspect all archaeological work and assess site conditions (including the use of photography).



Lou Ann Dorrier  
Prince William County Architect  
5 County Complex Court, Suite 230  
Woodbridge, VA 22192



Date

## COMMITMENT OF RESOURCES

This statement serves as commitment from Prince William County to the Virginia Department of Historic Resources. Its intent is to confirm that the County is willing and able to commit financial, personnel, and other resources as necessary and appropriate to the to the professional and respectful on-site relocation of the historical Norman Cemetery (adjacent to the Coles Volunteer Fire Department at 13712 Dumfries Road, Manassas Virginia, 20112). This includes: conducting background research; making a good faith effort to relocate descendant populations; engaging the public and interested parties; successful completion of a Permit for the Archaeological Removal of Human Burials; delineating the cemetery and removing the bodies following standards that meet state regulations; respectful treatment of all remains and associated artifacts; on-site reinterment; and, production of a professional technical report documenting methods and results at the conclusion of the project.



Lou Ann Dorrier  
Prince William County Architect  
5 County Complex Court, Suite 230  
Woodbridge, VA 22192



Date

## COMMUNITY NOTICE

Posted 4/2014 at Bull Run Library, RELIC, Nokesville Neighborhood Library, Independent Hill Library, and on-site at Norman Cemetery.



<http://www.pwcgov.org/News/Pages/County-Requests-Information-about-Those-Buried-in-Local-Cemetery.aspx>

Prince William County is currently conducting research on an abandoned cemetery located at the Coles Volunteer Fire and Rescue Station (13712 Dumfries Road, Manassas Virginia, 20110). The County is interested in contacting descendants of the Norman and Tansill families, or any other families that may have once lived on or owned the property. If you have information to share, please contact Matthew Corneliussen at 703-792-5296, Lou Ann Dorrier at 703-792-6674, or Mackenzie Caldwell Rohm at 703-642-6973 ([mrohmv@versar.com](mailto:mrohmv@versar.com)).

COMMUNITY NOTICE

Posted 9/17/2014 at Leesburg Rust Library



*Charles Norman Heastone, currently placed at Ebenezer Baptist Church Cemetery. Photograph courtesy of Dicke Belle*

Prince William County is currently conducting research on an abandoned cemetery located at the Coles Volunteer Fire and Rescue Station (13712 Dumfries Road, Manassas Virginia, 20110). The County is interested in contacting descendants of Charles E. Norman (1814-1855), or any other families that may have once lived on or owned the property. If you have information to share, please contact Lou Ann Dorrier at 703-792-6674 ([LDorrier@pwcgov.org](mailto:LDorrier@pwcgov.org)) or Mackenzie Caldwell Rohm at 703-642-6973 ([mroh@versar.com](mailto:mroh@versar.com)).

<http://www.pwcgov.org/News/Pages/County-Requests-Information-about-Those-Buried-in-Local-Cemetery.aspx>

## FORMAL LEGAL/COMMUNITY NOTICE

Language posted from Thursday October 16 – Sunday October 19 in the Washington Post (online for 30 days starting the 16<sup>th</sup>), Leesburg Today, Prince William County Today, and online with Inside NOVA.

Prince William County is pursuing relocation of the abandoned Norman Cemetery located at the Coles Volunteer Fire and Rescue Station (13712 Dumfries Road, Manassas Virginia, 20112). The graves are unmarked but research indicates they include mid-to-late nineteenth-century remains of the Lynn, Norman, and possibly Tansill families. If you have interest in the project or information to share, please contact Lou Ann Dorrier at 703-792-6674.

COMMUNITY NOTICE OF INTENT TO RELOCATE

Posted 10/13/2014 at Bull Run Library and RELIC



*Charles Norman Heastone, currently placed at Ebenezer Baptist Church Cemetery. Photograph courtesy of Dicke Belle*

Prince William County is pursuing relocation of the abandoned Norman Cemetery located at the Coles Volunteer Fire and Rescue Station (13712 Dumfries Road, Manassas Virginia, 20112). The graves are unmarked but research indicates they include mid-to-late nineteenth-century remains of the Lynn, Norman, and possibly Tansill families. If you have interest in the project or information to share, please contact Lou Ann Dorrier at 703-792-6674.

<http://www.pwcgov.org/News/Pages/County-Requests-Information-about-Those-Buried-in-Local-Cemetery.aspx>



**MACKENZIE CALDWELL ROHM, M.A., R.P.A.**  
**Archaeologist**

**EDUCATION:**

B.A., Anthropology/Archaeology and Sociology, June 2000, Washington and Lee University, Lexington, Virginia

M.A., Anthropology (Archaeology), August 2008, Southern Illinois University, Carbondale, Illinois

**ACADEMIC AWARDS:**

**James G. Leyburn Scholar of Anthropology:** 1998; Washington and Lee University, Lexington, Virginia

**ADDITIONAL TRAINING:**

Advisory Council on Historic Preservation Section 106 Essentials Training Course, Washington D.C., 2007

**PROFESSIONAL MEMBERSHIPS:**

- Mid-Atlantic Archaeological Conference
- Southeastern Archaeological Conference
- Society for Virginia Archaeology
- Register of Professional Archaeologists

**EXPERIENCE SUMMARY: Years of Experience with Versar: 5.5 Other Experience: 5**

Ms. Rohm has ten years experience as an archaeologist in the mid-Atlantic, midwest, southeast, and southwest regions of the United States. Work has included numerous prehistoric and historical survey (Phase I), evaluation (Phase II), and data recovery (Phase III) projects in academic settings as well as in compliance with the National Environmental Policy Act (NEPA) and with Sections 106 and 110 of the National Historic Preservation Act (NHPA) of 1966 and other state and federal legislation. Responsibilities have included: project design, implementation, and management; field direction and laboratory supervision; public outreach; artifact analysis and curation; archival research including chain-of-title research and context development; and site interpretation. Technical writing credits have included Environmental Assessments (EA); Environmental Impact Statements (EIS); Programmatic Agreements (PA); Integrated Cultural Resources Management Plans (ICRMP); and all phases of cultural resources technical reports for compliance review. Ms. Caldwell Rohm meets the Secretary of the Interior's Standards for archaeology.

**AREAS OF QUALIFICATION:**

Responsibilities include serving as principal investigator and field director, archaeological and archival research, data analysis, technical report writing, field survey, site evaluation, GIS and graphics support, and preparation of management documents.



**Projects Performed with Versar (2007-Present):**

- Targeted Archaeological Testing at Fort Ethan Allen, Arlington County, Virginia for the Arlington County Department of Community Planning, Housing, and Development Neighborhood Services Division (Principal Investigator)
- New Jersey Air National Guard, Atlantic City IAP and Warren Grove Range Integrated Cultural Resources Management Plan
- Phase I survey, Cultural Resource Survey (Task 2) Environmental Planning and Compliance Documentation, George Bush Center for Intelligence, Langley, Virginia for the George Bush Center for Intelligence (Principal Investigator)
- Phase I survey, Archaeological Investigations of Three Areas for the Blue Plains Tunnel Project: Main Pumping Station Drop Shaft Area, Division A; Main Pumping Station Diversions, Division I; and Bolling Air Force Base Drop Shaft Area, Joint Base Anacostia-Bolling, Division A, Washington, DC for the DC Water and Sewer Authority (Principal Investigator)
- Phase I archaeological survey, Mid-County DMV Location at US 13 and SR 72, New Castle County, Delaware for the Delaware Department of Transportation (Principal Investigator)
- Phase I archaeological survey, Archaeological Survey of Mill Creek Road and Stoney Batter Road New Castle County, Delaware for the Delaware Department of Transportation (Principal Investigator)
- Three Phase II archaeological evaluations, Phase II Archaeological Evaluation of 7NC-F-122, 7NC-F-124, and 7NC-F-126, New Castle County, Delaware for the Delaware Department of Transportation (Principal Investigator)
- Phase I archaeological survey and geophysical testing, Fort Myer Archaeological Survey of Three Areas of Fort Myer, Fort Myer, Virginia for the United States Army, Joint Base Myer and Henderson Hall (Principal Investigator)
- Phase I Archaeological Survey and Phase II Archaeological Evaluation of Portions of the Army Navy Country Club, Arlington, Virginia for the Army Navy Country Club (Principal Investigator)
- Phase II archaeological evaluation, National Register Eligibility Evaluation of Archaeological Site 5EP2247, United States Air Force Academy, El Paso County, Colorado (Headquarters Air Force Center for Engineering and the Environment Project Execution Division)
- Development of DoD Guidance for Archaeological Site Monitoring and Condition Assessments, Legacy Resource Management Program (Department of Defense)
- Integrating Military Training and Archaeological Site Integrity, Legacy Resource Management Program (Department of Defense)
- Phase I archaeological survey, Phase I Archaeological Survey CBP Border Station Construction Site, Birkmire Drive Parcel, Erie County, Pennsylvania (Principal Investigator)
- Air Force Academy, Phase II Archaeological Evaluation, and Archaeological Protection Plan, Colorado Springs, Colorado
- New Jersey Air National Guard, Atlantic City IAP and Warren Grove Range Integrated Cultural
- Phase 1A preliminary cultural resource investigations of sections of the New Jersey Delaware River 100-year floodplain as part of the Delaware River Basin Comprehensive Study, USACE, Philadelphia District
- Phase I archaeological survey, Yankee Target, Department of Defense, Texas



- Naval Research Lab, Washington, DC, Integrated Cultural Resources Management Plan and Programmatic Agreement
- Research for Phase II archaeological investigation at Beale Air Force Base, California
- Naval Research Laboratory-Chesapeake Bay Detachment, Phase I survey, Calvert County, Maryland, Department of Defense
- Naval Research Laboratory-Midway Research Center, Phase I survey, Stafford County, Virginia, Department of Defense
- Graphics support for Historic American Building Survey (HABS) documentation of thirteen (13) Officer's Quarters at Bolling Air Force Base, Washington, DC
- Report compilation for a Phase I Archaeological Survey at Letterkenny Army Depot, Letterkenny, Pennsylvania
- Arlington County Cultural Resources Documentation, Arlington County Department of Community Planning, Housing and Development, Arlington County, Virginia
- Archival research for Cultural Landscape Report on the Green Spring Farm & Immediate Annandale Community, Fairfax County Park Authority, Fairfax County, Virginia

## **PREVIOUS PROFESSIONAL EXPERIENCE**

### **August 2006 – August 2007. Assistant Principal Investigator, Archeological Testing and Consulting, Inc., Silver Spring, Maryland.**

Responsibilities included acting as crew chief, field director, and assistant principal investigator for a variety of Phase I and II investigations in northern Virginia and southern Maryland. Also, lab supervision, prehistoric and historic artifact analysis, archival research, graphic design, and technical report writing. Representative projects included:

- Phase II evaluation of two historic sites and a Civil War battlefield at Stephenson Village, Frederick County, Virginia
- Phase II evaluation of Wharton, a historic Civil War fort in Fairfax County, Virginia
- Phase II evaluation of eight historic, contact, and multi-component sites at Swan Point in Charles County, Maryland
- Phase I survey of the Edward's Property in Prince George's County, Maryland
- Phase I survey of Fieldstone Farm in Loudoun County, Virginia
- Phase I survey of Last Straw Farm in Loudoun County, Virginia
- Phase I survey of the Russell Property in Frederick County, Maryland
- Phase I survey of the Kelly Property in Prince George's County Maryland
- Phase I survey of the Lucketts Towncenter property in Loudoun County, Virginia
- Phase Ia reconnaissance of a 76 acre property along Lincoln Road in Loudoun County, Virginia
- Phase Ia reconnaissance of a 69 acre assemblage of properties near Adie in Loudoun County, Virginia
- Phase Ia reconnaissance of a 74 acre property located off of Old Wheatland Roan in Loudoun County, Virginia
- Phase Ia reconnaissance of a 141 acre property located along Airmont Road in Loudoun County, Virginia



**January 2004-May 2006. Graduate Research Assistant Southern Illinois University, Department of Anthropology, Center for Archaeological Investigations, Carbondale, Illinois.**

Ms. Rohm designed and implemented a detailed descriptive analysis of a Middle Woodland ceramic assemblage from site 11Mx109 in southern Illinois focusing on paste composition, decorative style, and vessel form (thesis research). Photographed and detailed ceramic assemblages from comparable sites in southern Illinois housed at the Illinois State Museum. Conducted extensive background research and comparative analysis of 11Mx109 assemblage with contemporaneous assemblages from adjacent areas. Worked with specialists in thermoluminescence dating and thin-section petrography. Curation (organization, cataloging, database creation and maintenance, proper display/storage) of prehistoric whole vessel collection from the Black Mesa project, Arizona at Stotlar Curation Facility. Supervised undergraduate assistants in the curation, re-boxing, and shelving of over 2,000 boxes of artifacts relocated from remote storage. Catalogued, organized, labeled, created database, and generally brought Southern Illinois University's, Center for Archaeological Investigations, NAGPRA collection up to current Federal curation standards. Participated in the ground penetrating radar and electrical resistivity testing of the Kincaid Mounds, a Mississippian site located in southern Illinois.

**May-August 2005. Archaeological Technician USDA Forest Service, Shawnee National Forest, Murphysboro Work Station, Murphysboro, Illinois**

Ms. Rohm conducted phase I surveys. Supervisory responsibilities for phase III excavations as part of a public outreach program for grade-school children at the Miller Grove site, a freed slave community in southern Illinois. Supervisory responsibilities for phase III excavations as part of the USDA public outreach program Passport in Time at Kincaid Mounds. Lead public tours of several local sites including historic Sand Cave and prehistoric Millstone Bluff in southern Illinois.

**June-August 2003, 2004. Graduate Teaching Assistant Southern Illinois University, Department of Anthropology, Center for Archaeological Investigations, Carbondale, Illinois.**

Ms. Rohm instructed undergraduate students in phase III excavation techniques and local culture history during eight week field schools at the Late Woodland stonefort sites of Millstone Bluff, Hog's Bluff, War Bluff, and Stonefort in southern Illinois.

**September-December 2003. Graduate Teaching Assistant Southern Illinois University, Department of Anthropology, Carbondale, Illinois**

Responsible for teaching two discussion sections and grading papers for a 200-level course entitled "America's Diverse Cultures" under the direction of Dan Bauer.

**May 2001-October 2002. Archaeologist USDA Forest Service, Alleghany National Forest, Bradford Ranger District, Bradford, Pennsylvania.**

Crew chief and project supervisor for a variety of phase I and II investigations. Supervisory responsibilities over seasonal archaeologists. Authored technical reports for State Historic Preservation Office (SHPO) and Tribal Preservation Office review (THPO). Solely responsible for a Works Progress Administration Camp (Birdsall Edey) and a 19<sup>th</sup> century mill complex (Greater Glen Charles) being evaluated and deemed eligible for inclusion on the National Register of Historic Places. Served as heritage representative for several timber sales and oil, gas, and mineral projects. Supervisory responsibilities for USDA public outreach program Passport in Time at the prehistoric Buckaloons



village site in northwestern Pennsylvania. Presented public tours of several local sites including the historic Irvine estate.

**June-November 2000. Archaeologist USDA Forest Service, Alleghany National Forest, Marienville Ranger District, Marienville, Pennsylvania.**

Conducted phase I surveys. Supervisory responsibilities for phase III excavations as part of the USDA public outreach program Passport in Time at the prehistoric Indian Creek village site in northwestern Pennsylvania.

**June-August 1999. Archaeological Technician USDI Bureau of Land Management, San Juan Resource Area, Monticello, Utah.**

Conducted phase II testing. Contributed to the detailed geomorphologic study of the prehistoric Hamburger Rock site in the Four Corners region of Utah. Total station mapping of several local prehistoric lithic quarry sites.

**September-December 1998. Archeological Technician Hogbump Antiquities Services, Rockbridge County, Virginia.**

Conducted extensive mapping project to record features and structures at the Gibraltar Forge Complex, a historic iron mining furnace in the Blue Ridge Mountains of Virginia.

**June-August 1998. Archaeological Technician USDI Bureau of Land Management, San Juan Resource Area, Monticello, Utah.**

Conducted phase I fieldwork in the Four Corners region of Utah.

**April-June 1998. Archaeological Field School Washington and Lee University, Lexington, Virginia.**

Participated in six week field school at the historic Longdale Mining Complex in the George Washington/Jefferson National Forest, Virginia.

**TECHNICAL REPORTS:**

**Versar**

2012; Caldwell Rohm, Mackenzie (Principal Investigator), Christopher Bowen, Laurie Paonessa, and Brian Crane (Project Manager). *Targeted Archaeological Testing at Fort Ethan Allen, Arlington County, Virginia*. Prepared for the Arlington County Department of Community Planning, Housing and Development, Neighborhood Services Division.

2012; Caldwell Rohm, Mackenzie (Principal Investigator), Christopher Bowen, Laurie Paonessa, and Brian Crane (Project Manager). *Archaeological Testing at, Fort Ethan Allen, Arlington County, Virginia. Report for Public Dissemination*. Prepared for the Arlington County Department of Community Planning, Housing and Development, Neighborhood Services Division.

2012; Caldwell Rohm, Mackenzie (Principal Investigator), Laurie Paonessa, and Brian Crane (Project Manager). *Phase I Archaeological Survey of The Mid-County DMV Location At US 13 and SR 72, New Castle County, Delaware*. Prepared for the Delaware Department of Transportation.

2012; Griffiths, Eric (Principal Investigator-Architecture), Mackenzie Caldwell Rohm (Principal Investigator-Archaeology), Christopher Bowen, and Brian Crane. *Cultural Resource Survey (Task 2)*



*Environmental Planning and Compliance Documentation, George Bush Center for Intelligence, Langley, Virginia.* Prepared for the George Bush Center For Intelligence, Langley, Virginia.

2011; Caldwell Rohm, Mackenzie (Principal Investigator), Laurie Paonessa, Brian Crane (Project Manager), and Christopher Bowen. *Phase II Management Summary, Archaeological Evaluations of Sites 7NC-F-122, 7NC-F-124, and 7NC-F-126, New Castle County, Delaware.* Prepared for the Delaware Department of Transportation.

2011; Caldwell Rohm, Mackenzie (Principal Investigator), Laurie Paonessa, and Eric Griffiths. *Survey Report Form: Phase I Archaeological Survey of Mill Creek Road and Stoney Batter Road, New Castle County, Delaware.* Prepared for the Delaware Department of Transportation.

2011; Caldwell Rohm, Mackenzie (Principal Investigator), Brian Crane (Project Manager), and Christopher Bowen. *Archaeological Survey of Three Areas of Fort Myer, Fort Myer, Virginia.* Prepared for the United States Army, Joint Base Myer And Henderson Hall.

2011; Knepper, Dennis, Mackenzie Caldwell Rohm, (Principal Investigator-Archaeology), Christopher Bowen, Eric Griffiths, (Principal Investigator-Architecture), and Brian Crane, (Project Manager). *Cultural Resources Study of the Naval Research Laboratory, Midway Research Center, Calvert County, Maryland.* Prepared for the U.S. Department of Navy, 2011.

2011; Co-author. *National Register Eligibility Evaluation of Archaeological Site 5EP2247, United States Air Force Academy, El Paso County, Colorado.* Prepared for the Headquarters Air Force Center For Engineering and the Environment Project Execution Division.

2011; Co-author; *Development of DoD Guidance for Archaeological Site Monitoring and Condition Assessments.* Legacy Project # 09-442, 2011.

2011; Co-author; *Integrated Cultural Resources Management Plan (ICRMP) for Naval Research Laboratory Chesapeake Bay Detachment, Maryland,* Prepared for the Department of the Navy, 2011.

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# TECHNICAL APPROACH

## PHASED APPROACH TO THE DELINEATION AND POTENTIAL RELOCATION OF THE NORMAN CEMETERY, PRINCE WILLIAM COUNTY, VIRGINIA

Date Revised            10 January 2014  
Point of Contact        Mackenzie Caldwell Rohm

*prepared by*



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This proposal includes data that shall not be disclosed outside the Government and shall not be duplicated, used or disclosed—in whole or in part—for any purpose other than to evaluate this proposal. If, however, a contract is awarded to this offeror as a result of – or in connection with – the submission of this data, the Government shall have the right to duplicate, use, or disclose the data to the extent provided in the resulting contract. This restriction does not limit the Government's right to use information contained in this data if it is obtained from another source without restriction. The data subject to this restriction are contained in all the sheets within.

## 1.0 INTRODUCTION

This revised proposal was prepared in response to a request from the Prince William County Department of Public Works (PWC-DPW) to participate in a phased approach to the delineation and potential relocation of the historical Norman Cemetery located in Prince William County, Virginia.

## 3.0 TECHNICAL APPROACH

The technical approach to accomplish project objectives was originally broken down into nine tasks as outlined in the Task Order Scope of Work received from Prince William County on 26 September 2013. To accommodate changing project needs, these tasks have been reorganized into two phases. The work to be accomplished under each phase and task is described below. Completion of the second phase will be contingent upon the results of the first.

### PHASE 1

#### **Task 1: Research**

Versar will conduct archival and genealogical research on the Norman Cemetery in order to determine who is buried in the cemetery and to identify and contact any living descendants. Archival research will be conducted but not limited to deed and land records housed at the Prince William County Circuit Court Clerk's Land Records Office, the Virginia Department of Historic Resources (VDHR) archives, and records, the Ruth E. Lloyd Information Center and resources of local historical organizations such as Historic Prince William and the Prince William County Genealogical Society. Public notices will be posted in relevant regional and local papers as well as the county library in an attempt to inform the public and identify potential descendants. Descendants located as result of our genealogical work will be contacted via phone and certified mail. A technical document, introducing the project and detailing the results of archival research (including historical maps and chain-of-title and other records-based data) will be submitted for county review. Requested revisions will be addressed and a final report will be submitted.

#### **Task 2: Public Meeting**

In coordination with the PWC-DPW and the Coles Volunteer Fire Department, Versar will prepare a presentation detailing the project and conduct a public meeting for interested parties. In addition to this public meeting, Versar will participate in monthly project planning meetings as well as meetings with other project stakeholders (e.g., PWC Historical Commission) as requested.

### PHASE 2

#### **Task 3: VDHR Permitting**

Versar will complete a VDHR Permit Application for Archaeological Removal of Human Burials.

#### **Task 4: Geophysical Cemetery Survey**

Prior to any ground disturbance, a geophysical survey will be done in order to identify all burials within the Norman Cemetery and to delineate the limits of the cemetery. The geophysical survey area will be comprised of a 100-x-100-foot area centered on the documented cemetery area of 60-x-60 feet. The geophysical survey will utilize a magnetometer and ground penetrating radar to detect unmarked graves. An electrical resistance meter also will be used if the ground conditions and vegetation permit. Geophysical data will be collected in a series of grids and all data will be processed and filtered to

remove extraneous false readings (spikes and drop-outs). In order to better interpret the geophysical survey data, a scale map will be prepared of the locations of the extant headstones, other marker stones, and depressions in the cemetery. Digital photography also will be used to document the conditions of the cemetery prior to survey and excavation.

#### **Task 5: Burial Exhumation and Analysis**

The first step in burial removal is to identify the locations of the graves. The overburden will be removed by incremental stripping with a smooth bladed back hoe across the cemetery limits working along the defined rows until the burial shafts are visible (approximately 0-50 cm). Any depth information provided by the geophysical survey will inform this process. The project biological anthropologist and archaeologist will then define the boundaries of the upper portion of each grave shaft feature using a combination of mechanical (e.g., further stripping) and hand excavation (e.g., shovel and trowel) as field conditions deem appropriate. Once the individual shafts have been completely defined excavation will proceed recording each burial as a unique feature (as opposed to excavating on grid) and all measurements will be taken from a feature-specific datum.

Excavation will be conducted, under the supervision of the project biological anthropologist, by crew members experienced in burial removal and knowledgeable about human osteology. Field documentation will involve photographs of the top of the burial container; the exposed skeleton; and segments of the skeleton and burial container, usually the cranial area, thorax area, pelvic area, and leg and/or foot area. In addition, each excavation team will fill out an excavation form. Information collected includes soil color and consistency; burial orientation; below surface depth of the burial container measured from a datum; dimensions of the burial shaft and container; container shape and material; presence and location of associated artifacts; disposition, condition, and position of the skeletal remains; and any other noteworthy features (e.g., color of burial container). A sketch of the burial container and skeleton demonstrating skeletal position, artifact location, disturbances, and other pertinent descriptive and provenience information will be included on each burial form. In situ measurements and preliminary observations about demography and pathology are also recorded. All burials, datums, and relevant features will be mapped.

Excavations are scheduled so that no remains are left exposed for an extended period of time. When disinterment of each burial is completed, the remains and associated materials are removed from the grave by hand and transferred to a container safe for removal to the lab. After each burial is removed, several centimeters of dirt will be removed mechanically from the bottom of the burial at the foot of the grave to confirm that no underlying burials are present.

The goals of the osteological study are to provide the following baseline information: (1) document burial receptacle (e.g., coffin shape, length, width); (2) record body position; (3) document standard in situ skeletal measurements; (4) inventory burial associations; (5) establish a minimum number of individuals; (6) record bone, joint surface, and dental inventories; (7) determine age and sex; (8) assess ancestry; (9) code and describe skeletal pathology (e.g., infection, arthritis, trauma); (10) code and describe dental pathology (e.g., caries, abscesses, periodontal disease); (11) describe taphonomy; (12) document occupational stress markers; (13) record cranial and postcranial metrics; (14) photograph standard views of the cranium, mandible, and dentition as well as unusual pathology and anomalies; (15) document non-metric traits; and (16) obtain radiographs of pathological specimens as well as subadult dentation, femora and tibiae. These goals are contingent upon bone preservation and the complete nature of each skeleton. Detailed descriptions and measurements for each skeleton will be recorded on standardized forms.

### **Task 6: Phase I Archaeological Survey**

Versar will conduct a Phase I archaeological survey of the undeveloped 5.5-acre parcel adjacent to the existing fire station in order to identify an area suitable to relocate the individuals removed from the Norman Cemetery. The field methods will meet VDHR's Guidelines for Conducting Archaeological Investigations (VDHR 2009). The field testing strategy will consist of both pedestrian survey and systematic subsurface testing. To facilitate the placement of the shovel test grid, all existing underground utilities will be marked prior to the field investigations.

An initial pedestrian survey is necessary to determine overall conditions on-site including topography, drainage, and disturbance. In addition, the systematic walkover will aid in the establishment of a shovel test grid and allow a check for any visible surface deposits or features. The objectives of shovel testing are 1) to investigate subsurface integrity and identify intact archaeological deposits within the parcel; 2) to delineate any identified intact archaeological deposits to the extent possible where unconstrained by property boundaries or existing infrastructure; and 3) to assess the potential National Register of Historic Places (NRHP) eligibility of any identified archaeological resources.

Shovel tests will be placed at 15-m (50-ft) intervals within a grid to sufficient to provide adequate coverage of the survey area. Each shovel test will measure ca. 38 centimeters (cm) (ca. 15 inches) in diameter and will be excavated to a depth at least 10 cm (4 inches) into sterile subsoil. Shovel tests will be excavated by natural stratigraphic levels (i.e., by soil color/texture change), and depths will be measured relative to ground surface. Stratigraphic profiles of each shovel test will be recorded on standard forms, listing soil texture, color, inclusions, and the presence/absence of cultural material. Measurements will be recorded in metric units. All shovel tests will be backfilled and the ground surface restored to its original appearance as nearly as practical.

Soil from each stratum will be screened through quarter-inch-mesh hardware cloth to ensure uniform recovery of cultural materials. Modern artifacts and non-diagnostic artifacts recovered from clear secondary (disturbed) contexts will be documented in the field and returned to their respective shovel tests during backfilling. All shovel test locations and isolated finds will be plotted using global positioning system (GPS) equipment. Additional field documentation will include daily field notes and digital photography.

### **Task 7: Report Preparation**

Versar will provide a technical report presenting the results of the investigations. The report will synthesize information gained during all phases of investigations including, archival research, field studies and osteological and artifact analyses. Photographs, graphics, maps and text included in the report will be clean and clear.

### **Task 8: Submittal and Review**

Versar will submit a draft report to PWC-DPW for review. Requested revisions will be addressed and a revised draft will then be submitted to VDHR for review. Copies also will be provided to any family members or legitimately interested parties. A final report will be submitted to PWC-DPW incorporating review comments from PWC-DPW, VDHR, and interested parties, as appropriate.

### **Task 9: Reinterment**

Versar will ensure that the remains are treated appropriately and respectfully throughout the project. This includes secured storage of the remains until reinterment; placing them in an appropriate container for reburial; purchase of a marker; and transportation to the reinterment site. The remains and

associated artifacts, such as coffin hardware (handles, decorative pieces, etc.) and personal items from each grave will be reinterred in the respective reburial container.

Versar will work with the developer and their landscape architect to coordinate the location and setting of the reinterment site. Appropriate stone markers should be placed to commemorate the deceased and a fence should be erected to designate the burial site. Versar will coordinate with the designer on these issues, however, a split rail fence would be recommended.

#### 4.0 PROJECT PERSONNEL

Table 1: Key Project Personnel		
Name	Job Title	Function
Duane E. Peter, MA, RPA	Program Manager	Supervision and quality control of the overall project
Mackenzie Caldwell Rohm, MA, RPA	Principal Investigator	Task specific management and field direction.
Dana Kollmann, PhD	Bioarchaeologist	Direction of burial exhumation and analysis.
Jarrod Burks, PhD	Remote Sensing Specialist	Geophysical investigations.

**Duane E. Peter, M.A., R.P.A., Program Manager**

B.A., 1970, History, Luther College, Decorah, Iowa  
M.A., 1980, Anthropology, Southern Methodist University, Dallas, Texas

Mr. Peter is a professional archeologist with more than 32 years of experience in cultural resource management and all phases of archeological research throughout the Southwest, the Southeast, and the Midwest. His experience includes: the conduct of all phases of archeological research; the supervision of historical research, oral histories, and architectural evaluations; supervision of the Section 106 review process as defined by the National Historic Preservation Act; the development of historic contexts for National Register nominations; the development of Cultural Resources Management Plans; and contributing to numerous Environmental Assessments and Environmental Impact Statements. Mr. Peter has been responsible for the success of the Freedman’s Cemetery project and other public projects involving local communities, for Mr. Peter has recognized the rights of the descendant community in the determination of the nature of the investigations and has produced reports that are meaningful to the local community.

**Mackenzie S. Caldwell Rohm, M.A., R.P.A., Principal Investigator**

B.A. 2000, Anthropology/Archaeology and Sociology, Washington and Lee University, Lexington, Virginia  
M.A. 2008, Anthropology, Southern Illinois University, Carbondale, Illinois

Ms. Rohm is an Archaeologist with Versar and has 10 years of experience as an archaeologist in the Mid-Atlantic, Mid-West, and Southwest regions of the United States. She has conducted numerous prehistoric and historical survey, testing, and data recovery projects in compliance with Sections 106 and 110 of the National Historic Preservation Act of 1966, as amended, for the USDI Bureau of Land Management, USDA Forest Service, Air Force, Navy, U.S. Army Corps of Engineers, and other Federal, state, and private sector agencies as well as in academic settings.

**Jarrold Burks, Ph.D., Geophysical Archaeologist/ Remote Sensing Specialist**

B.A., 1994, Anthropology, University of Illinois, Champaign, Illinois

M.A., 1996, Anthropology, Ohio State University, Columbus, Ohio

Ph.D., 2004, Anthropology, Ohio State University, Columbus, Ohio

Dr. Burks is the Director of Geophysical Surveys at Ohio Valley Archaeology. Over the past 10 years he has worked to pioneer the application of geophysical survey techniques on archaeology sites and historical cemeteries in Ohio and other areas of the Eastern U.S., especially in Cultural Resource Management contexts. Dr. Burks has conducted a number of geophysical surveys of cemeteries in the Mid-Atlantic region including urban/colonial sites in Washington D.C. and Colonial Williamsburg; and rural historical/prehistoric sites in Pennsylvania and Delaware.

**Dana D. Kollmann, Ph.D., Biological Anthropologist**

B.S., 1990, Anthropology, Towson University, Towson, Maryland

Ph.D., 2007, American University, Washington, D.C.

Dr. Kollmann has 11 years of crime lab experience, ten of which was obtained through her work as a Forensic Services Technician with Baltimore County Police Department. Her experience in forensic archaeology and anthropology has been obtained primarily through her training at the Smithsonian Institution. She has a variety of national and international experiences including mass grave exhumation and victim identification in the former Yugoslavia; analysis of Roman plague victims in Croatia; and examination of Mayan skeletal remains excavated from tombs in the Petén region of Guatemala. Dr. Kollmann also does archaeological consulting and is called upon to assist in the exhumation of between 3 and 6 burial sites each year. Most recently she has worked with the Ottery Group on historic burial throughout Maryland.

## **5.0 LIST OF ASSUMPTIONS**

- Costs are based on the fact that the Norman Cemetery is not chartered. If during the course of background research it is determined that the cemetery is chartered, legal and additional fees will be applicable.
- Costs based on posting notices in the following papers: Bull Run Observer, Prince William County Today, inside NOVA and the Washington Post. A notice will also be posted in the Bull Run Library, Manassas Virginia.
- Costs based on producing 4 bound copies and one CD of the Phase 1 draft report for review and 4 bound copies and one CD of the final document.
- Costs built assuming attendance of up to 4 planning meetings and 2 additional stakeholder meetings.
- No more than 16 interments will be removed and relocated. If more than 16 burials are encountered, the situation will be assessed in the field and appended estimate provided to the county to cover the additional associated costs.
- Costs do not include funerary stones for unmarked graves, fencing, flowers, honorarium, or other design-related aspects of reburial.
- Not included in the osteological study are DNA analyses, stable isotope analyses, digitization of intact crania or bone density (DEXA) scans.
- Costs based on producing 15 copies of the Phase 2 draft report for review and 15 final copies.