



CULTURAL  
RESOURCE  
CONSULTANTS

RGA

## CORPORATE STATEMENT OF QUALIFICATIONS

**Richard Grubb & Associates, Inc. (RGA)**, established in 1988 as a full-service cultural resource management firm, has since grown to become one of the largest, independent archaeological and historic preservation consulting companies in the Mid-Atlantic, Midwest, Northeast, and Southeast regions. The firm has a reputation for excellence among a diverse clientele and the federal and state agencies that review its products. RGA's primary role is to assist public and private clients through the process of complying with federal, state, county, and municipal cultural resource and historic preservation regulations. The company operates regionally from its corporate headquarters in Cranbury, New Jersey and has managed cultural resource investigations throughout the United States, including within the Territory of Puerto Rico, from that office. Branch offices in Philadelphia, Pennsylvania and Wake Forest, North Carolina and remote locations in Chester Springs, Pennsylvania; and Marietta, Ohio provide support to the company's geographically broad service area.

RGA is registered as a Small Business Enterprise under multiple NAICS codes, including 541720, with the State of New Jersey, Department of the Treasury, under the Small Business Set-Aside Act and Minority and Women Certification Program. RGA is certified as a Women Business Enterprise (WBE) under this same New Jersey agency. The firm is also certified as a WBE with the New York State Division of Minority and Women's Business Development, the New York City Department of Small Business Services, the Port Authority of NY & NJ, the State of Delaware Office of Supplier Diversity, the Pennsylvania Department of General Services, and the City of Philadelphia. RGA is registered as a Disadvantaged Business Enterprise (DBE) through the New Jersey, Pennsylvania, Delaware, New York, Connecticut, Massachusetts, Rhode Island, North Carolina, and Florida Unified Certification Programs.

RGA has a current staff size of 44 including Alice Domm, Chief Executive Officer and President; Richard Grubb, Vice President; 13 full-time principal investigators for archaeology; 17 full-time principal investigators for architectural history and history; and 12 field directors, field technicians, material culture specialists, GIS and CADD technicians, and administrative staff. Fifteen RGA principal investigators and field directors hold current OSHA and Hazwoper training certifications. RGA's professional staff has the experience and credentials to meet the Secretary of the Interior's Qualifications Standards (36CFR61) in Archaeology, Architectural History, and History. In addition to this core team, RGA retains highly qualified temporary archaeological technicians as necessary during peak seasons to insure simultaneous project and client needs are planned for and addressed in all geographic regions served.

RGA has completed over 6,200 archaeological, historical and architectural projects and currently holds a cultural resource consulting parent agreement with the Delaware Department of Transportation, and term agreements with the Vermont Agency of Transportation, and the New Jersey Department of Transportation and NJ TRANSIT through prime engineering firms. RGA also holds direct ID/IQ contracts with the U.S. Department of Agriculture (USDA), Allegheny National, Wayne National, and Monongahela National Forests, as well as on-call agreements with the USDA-New Hampshire Natural Resource Conservation Service, the New York Power and Canal Authorities. The firm also holds a GSA Schedule where Federal agencies can order RGA's services under SIN 541620.

RGA's demonstrated success in current contracting rests in past performance, a dynamic organizational framework, state-of-the-art hardware and software resources that streamline data collection and analyses, and strong regional relationships with clients and regulatory and permitting agencies. This client focus is driven by the professionalism and dedication of individual staff with expertise and credentials in all aspects of cultural resource management, the firm's practical approach to client communications, the achievement of scheduled milestones, and the delivery of time-sensitive, quality reports.

### ***Field, Laboratory, and Office Equipment***

RGA owns a full suite of field and laboratory equipment necessary to support all types of cultural resource management projects. Field equipment includes four fully equipped vans, and five SUV's that can transport archaeological and architectural field crews to local and remote project sites. In addition to standard field equipment (shovels, augers, screens, etc.), RGA's recording devices include 14 digital cameras, five Garmin 400T Global Positioning Units (GPS), two Suunto Engineering transits, two Nikon Total Stations and three Trimble professional grade GPS Units, and 17 iPad tablets. RGA uses iPad tablets during archaeological surveys, which provide access to real-time fieldwork results and informed decisions on excavation strategies and interpretations. Shovel test pit and excavation unit data are recorded via digital fieldwork forms in FileMaker. For OSHA (29 CFR 1910.120) compliant HAZMAT projects, 40-hour certified team members are outfitted with the necessary level of personal protective equipment.

RGA maintains a fully equipped archaeological laboratory facility in Cranbury, New Jersey, where all cleaning, identification, cataloguing, and curation takes place. Laboratory equipment includes an Olympus stereomicroscope, artifact processing equipment, a soil flotation device, and standard artifact conservation and archival storage supplies. The laboratory houses an extensive reference library to assist in the analyses of prehistoric and historic archaeological material culture and report preparation. RGA has prepared archaeological collections for curation to Department of Interior Standards for submission to various state and federal repositories. Faunal analyses are facilitated by an in-house zooarchaeology laboratory.

RGA's corporate headquarters includes 41 networked computers, two networked printers, an exchange server, terminal server, and a Microsoft server with a combined five terabyte of data storage capacity. Remote desktop connections and remote access to email and voice mail allow for quick responses to clients and the completion of deliverables. A variety of licensed software as well as file transfer protocol (FTP) capabilities are utilized to provide timely production of reports and other deliverables.

### ***GIS/GPS Operations***

To improve client services, fieldwork and data analysis quality, and overall project efficiency, RGA researches and collects Global Information Systems (GIS) data and utilizes GPS units as standard elements of nearly all project types. RGA utilizes combined raster and vector data in ArcGIS to create accurate up-to-date and historic representations of environmental, geographic, and political site conditions for field investigations and analysis. Publicly available GIS data and in-house generated shapefile data is utilized to develop archaeological sensitivity models for viewshed mapping and field maps, and to document the location of historic properties and archaeological site boundaries. Field survey data is collected using a Trimble Pathfinder ProXH GPS Receiver and Trimble Recon Datalogger, Trimble Geo 7X Unit, and post-processed with Trimble Pathfinder Office. These sub-foot accuracy GPS units support digital and manual surveying techniques for precision drafting with AutoCAD Map3D 2013 and ArcView 10.5. As necessary the total station provides precision accuracy to facilitate mapping of archaeological data for export to AutoCAD, GIS, or simply as raw spreadsheet data. To keep up-to-date, RGA annually renews the maintenance plans for each of these software packages: AutoCAD Map 3D, ArcGIS, Pathfinder Office, and TerraSync.

The spatial analyst extension of ArcMAP in ArcGIS enables qualitative and quantitative data collected during historical, historic architectural and archaeological surveys to be efficiently queried and extracted from compiled databases, and graphically projected in a cost effective, synthesized, easily interpreted format. The data can be projected in GIS shape file format, enabling both project sponsors and clients to effectively incorporate pertinent data into project plans and designs.