

September 22, 2025



Brandon Rakestraw
City of Dallas
129 East Memorial Drive
Dallas, Georgia 30132

Subject: Historic Resources Survey, Downtown Dallas Historic District, Dallas, Georgia

Dear Brandon Rakestraw,

Ardurra Group Inc. (Ardurra) is pleased to submit our qualifications and approach in response to the City of Dallas' request for an intensive historic resources survey. Ardurra is a nationwide engineering and environmental services firm that has become a trusted partner to state, county, and local government agencies over the last 47 years of operation. Our company has grown to over 1,850 professionals across 88 offices, each providing innovative, reliable, and responsive services to our project partners. Our services have been continuously recognized by Engineering New-Record (ENR), a comprehensive market analysis and rankings of the largest U.S.-based architectural and engineering firms.

Ardurra's Cultural Resources Management (CRM) Group is led by professionals with over 37 years of cultural resources management experience, who exceed the Secretary of the Interior's (SOI) Professional Qualifications for archaeology, architectural history, and history (36 CFR Part 61). We operate with a singular mission: to provide premier CRM services to our partners by assembling a team of exceptional professionals and investing in their growth and career success, while fostering a culture of collaboration, mutual respect, and excellence. We believe that CRM is vital for preserving and protecting our communities' rich cultural heritage and are excited to partner with the City of Dallas on this significant project. Key staff in our Tallahassee office will manage all services under contract with the City, with support from field staff in the greater Atlanta Metro Area. Our dedicated team of cultural resources professionals is critical to Ardurra's ability to provide consistent, reliable, and high-quality service to our project partners. Thus, we believe in providing the right project team for the specific task at hand. Ardurra has hand-selected a team of professionals with over 50 years of combined experience providing similar historic resources services.

If you have any questions regarding our proposal or the cultural resource process, please do not hesitate to contact me at 908.256.0614 or atricarico@ardurra.com. Ardurra appreciates the opportunity to submit this proposal, and our team looks forward to working with you.

Sincerely,

A handwritten signature in black ink, appearing to read 'Anthony Tricarico'.

Anthony Tricarico, Ph.D., RPA
Cultural Resource Coordinator
Ardurra



Project Understanding

Ardurra understands that the City of Dallas is seeking a qualified cultural resources consultant to conduct an intensive historic resources survey of approximately 56 parcels within the Downtown Dallas Historic District (Figure 1). Ardurra understands that the requested historic resources survey is being funded, in part, by a 2024 Historic Preservation Grant from the National Park Service administered by the Georgia Historic Preservation Division. Ardurra is committed to working with the City of Dallas to prepare a historic resources survey, which accomplishes the objectives of the RFP. We are honored to have the opportunity to contribute to the documentation of the community's rich cultural heritage.

We understand that the downtown district was previously surveyed in 2006; therefore, the survey is likely to have a large number of resurveyed resources. Ardurra will prepare the historic resources survey in compliance with Section 106 of the National Historic Preservation Act (NRHP) of 1966 (as amended) implemented by 36 CFR Part 800, as well as the provisions in Title 12, Chapter 3 of the Georgia Code. All project activities will be carried out by professionals who exceed the SOI professional qualification standards for architectural history and history in accordance with the guidelines outlined in the Georgia Historic Resources Survey Manual (March 2023) and the Guidelines for Local Surveys: A Basis for Preservation Planning (National Register Bulletin 24).

The historic resources survey has two primary objectives:

- 1) Identify and document historic properties within the survey boundary (including buildings, resource groups, sites, objects, and districts, etc.) that were constructed in 1985 or earlier.
- 2) Evaluate the significance of these resources in regard to their eligibility for listing in the National Register of Historic Places (NRHP) and provide preservation recommendations for all significant resources.

Ardurra will provide all required information for each resource in a database as well as ESRI ArcGIS Shapefile to the City and DCA, as well as upload all resource data into the Georgia, Natural, Archaeological, and Historic Resource Geographic Information System (GNAHRGIS). A minimum of two (2) digital photographs, dated to within six (6) months will also be included within the GNAHRGIS upload. Ardurra will provide the City with two (2) electronic copies of the final survey report, which will at minimum include the following:

- Executive Summary
- Project Description
- Summary of Previous Preservation Projects
- Developmental History
- Survey Methodology
- Recommendations for Future Preservation Activities
- Historic Resources Survey Results
- Inventory of all surveyed resources (Appendix 1) as well as a survey map (Appendix 2) delineating the survey area and resources.

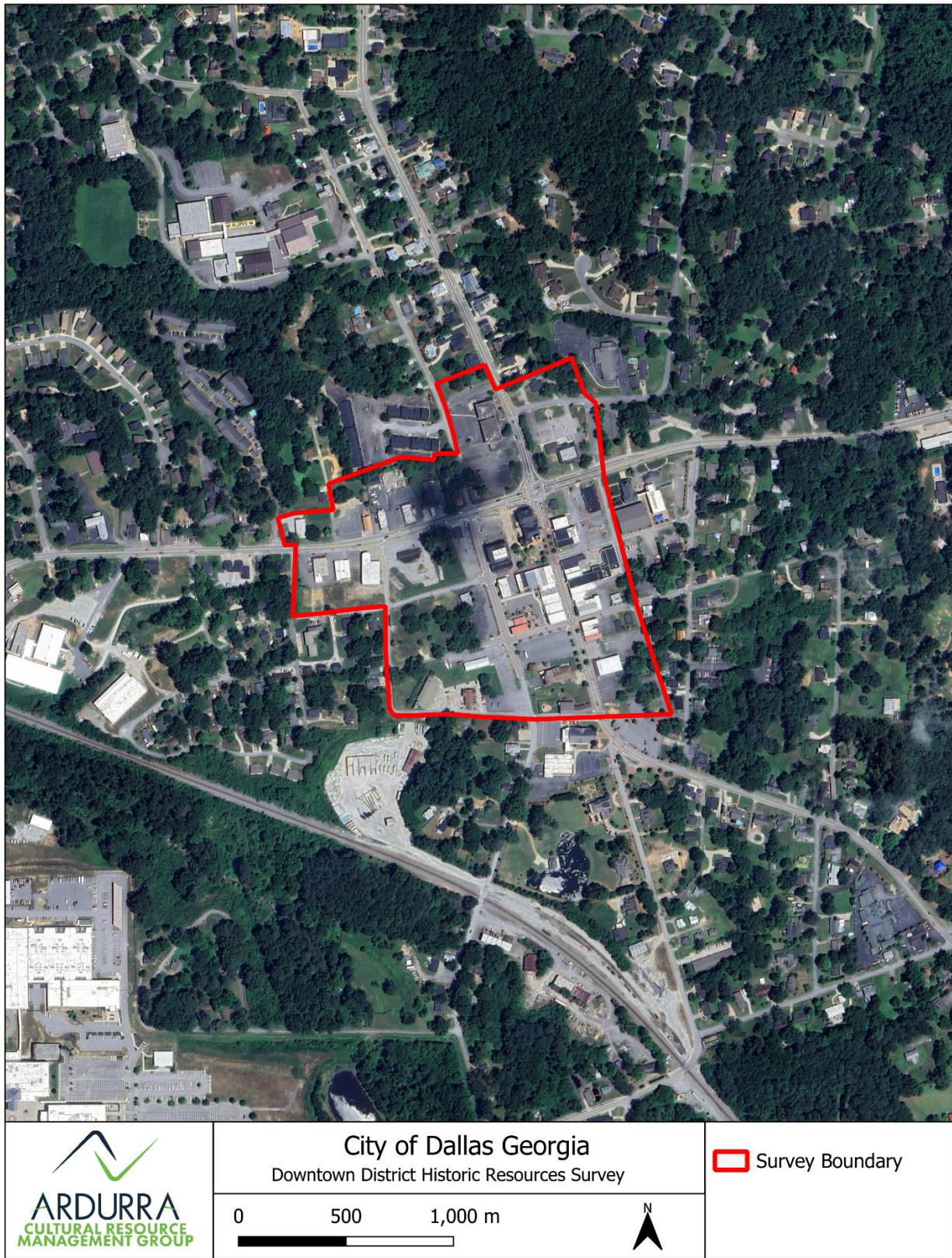


Figure 1. Project Location Provided by Client.



FIRM OVERVIEW

Our team's goal is to exceed your expectations. We will employ our proven processes and systems that enabled proficient management of similar contracts while continuing to enhance and streamline procedures. We believe in providing the right project team for the specific task at hand. Ardurra has hand-selected a team of professionals with over 50 years of combined experience providing similar historic resources services. This contract will be managed by Dr. Anthony Tricarico, PhD, RPA out of the Tallahassee office, where we maintain full laboratory and production facilities. In addition, Mr. Kevin Gidusko, MA, RPA will serve as Backup Contract Manager and Principal Investigator. Ms. Michelle Evans, MA, Senior Architectural Historian, will lead architectural history support throughout the duration of the project. Ms. Maddie Ross, MS will provide geospatial services necessary to support this contract.

Enhancing our capabilities and upholding our commitment to exceptional CRM standards, our team is bolstered by Ardurra's recent acquisition of Janus Research. Janus Research was established in 1979 and consists of experts in the areas of historic preservation and archaeology. Janus staff are experienced in the compliance and interpretation of federal, state, and local historic preservation laws and regulations, including National Park Service (NPS) and USACE Standards and National Register of Historic Places (NR) Guidelines. Janus Research has successfully completed thousands of cultural resource projects. These projects encompass the full range of cultural resource services from archeological reconnaissance surveys, Phase I, II and III cultural resources surveys, historic architectural surveys, National Register evaluations, and HABS/HAER documentation. Most recently, Janus has provided cultural services on several USACE Everglades Restoration projects. Additionally, for the last five years, they have assisted the National Park Service with cultural resources services, including coordination and support, as well as archaeological and historical surveys, evaluations and reports.

Together, we provide the City of Dallas with unmatched CRM expertise, unified under the leadership of our Project/Contract Manager, Anthony Tricarico. Anthony will serve as the main point of contact between our combined teams and the City of Dallas. All key staff on our team exceed the SOI professional qualification standards (36 CFR Part 61).

Firm Capability

Our team's ability to provide cultural resource services has been honed over thousands of projects, developing a proven approach to provide high-quality deliverables on time and under budget. Our team's proven project approach begins prior to receiving notice to proceed (NTP). Upon receiving a new opportunity, all project details, plans, and other attachments are saved in our file system, and the project deadlines are added to our Program Management Dashboard. Our Contract Manager will then prepare a proposal using Ardurra's proposal spreadsheet designed to efficiently, consistently, and thoroughly capture all relevant project variables. Our spreadsheet guides a preliminary review of known cultural resources and surveys, as well as historical data including topographic maps, aerials, and cemetery records. The results of Ardurra's preliminary review informs our proposed survey level of effort. Ardurra's level of effort, fee, and project-specific schedule is then provided in a concise scoping document to our project partner within 48 hours of request receipt.



Upon NTP, Ardurra adds all project deadlines and tasks to our Trello Kaban-style Project Management Dashboard. Projects are displayed according to their place in the delivery process (e.g., Scoping, Pre-Fieldwork, Fieldwork, Post-Fieldwork, and Closeout). Each project is created from one of Ardurra's template "cards," which are each composed of task checklists specific to the required deliverable. The Contract Manager assigns a due date, responsible personnel, and hours budgeted for each individual subtask, ensuring that all projects progress on schedule and under budget. Throughout project development, the responsible staff member "checks off" their tasks as they are completed, and all team members have visibility into project status. Comprehensive project updates are delivered on a weekly basis each Monday at our recurring team meeting. In the interim, an instant messaging channel is established for the project in Microsoft Teams to encourage frequent and organized project communication. Lastly, the assigned Principal Investigator will hold an internal kick-off to discuss the expectations of the field crew and review the project Field Briefing and Health & Safety Site-Specific Plan (HASSP). Every field crew member will be furnished with a copy of the Field Briefing, which outlines project purpose and scope of work, anticipated soils, known and anticipated cultural resources. In addition, the Principal Investigator will distribute the HASSP, as governed by 29 CFR 1910 and, where applicable, 29 CFR 1926 which provides all crew with important contact information, field-specific safety instructions including potential injuries, heat stress and illness, environmental safety, emergency response plan, as well as incident notification and reporting procedures.

Following the successful project kick-off, the Principal Investigator then tasks our Geographic Information Systems (GIS) support team with the production of report maps for background research and an ESRI ArcGIS Field Map, which will be utilized by the field crew to perform the historical field survey and data collection. Once these report maps and ArcGIS Field Maps are drafted, the Principal Investigator performs a Quality Assurance/Quality Control (QA/QC) review of these products. They will ensure that the survey area is properly depicted, that all structures are pre-plotted correctly, and that the Field Map contains all recorded resources in the APE. The Field Map will also depict unrecorded resources that the team anticipates identifying during our survey, such as historical structures or linear resources like roads and canals.

At the start of each day in the field, the field lead is responsible for leading a daily safety tailgate meeting, where our team takes a moment to identify the task and field-specific hazards, and appropriate mitigation measures. Upon completion, the Daily Safety Plan (DSP) is signed and saved within our project records alongside the Field Briefing and HASSP. The field team conducts survey and data collection using either iPads or handheld Trimble Catalyst DA2 handheld Global Navigation Satellite System (GNSS) receivers equipped with ArcGIS Field Maps. As data is collected and entered into the Field Map, the Principal Investigator and Contract Manager can review the data in real-time to confirm accuracy and completeness. Daily data checks by Principal Investigators are built into our process, and the Project Archaeologist in the field notifies the Principal Investigator when the data are ready for review at the end of each workday. The field crew remains on site until this QA/QC check is complete. Once field survey is complete, the Principal Investigator tasks the GIS team with the preparation of results of survey (ROS) maps for the report.



As reporting tasks have already been assigned to the appropriate staff by the Contract Manager and Principal Investigator in Trello, reporting is ongoing throughout this process, beginning with the setup of a report shell using templates designed for the specific project. Report maps used for background research have already been developed during the Fieldwork Preparation and Execution phase, and Principal Investigators with the support of other reporting staff can begin working on the cultural overviews, developing a narrative history and context for the project area, and summarizing the archival and background research. Completed draft deliverables undergo a three-step QA/QC review prior to submission to the client. As the team member responsible for production of a complete, sufficient, and accurate report, the Principal Investigator first performs a comprehensive review of the product while checking for consistency with applicable cultural resources laws and regulations. Following this, the Principal Investigator engages the appropriate Practice Group Lead to review applicable report sections and project recommendations. A final comprehensive review of the report is performed by the Contract Manager prior to submission to the client.

Quality Assurance /Quality Control

Ardurra's Quality Assurance/Quality Control (QA/QC) program ensures the quality of all aspects of cultural resource management work under the contract, including pre-field research and preparation, field-oriented data collection, in-field and laboratory analysis, and reporting of project results. Effective and frequent communication provides the foundation of our QA/QC program. The Contract Manager will work closely with all project staff to implement QA/QC measures and to make certain that project requirements are being met in a timely and cost-effective manner. QA/QC is a responsibility that permeates every level of staffing on our projects.

The use of custom digital databases or geodatabases for all in-field data collection significantly enhances our QA/QC program. Our paperless system eliminates the litany of paper forms used in almost all cultural resource projects and allows for seamless project organization through its use as a communication interface with the entire team—both in the field and in the office. Ardurra has developed guidelines and outlines for resource recording that increase the quality of the data collected in the field while promoting efficiency by reducing redundancy and providing clear direction for consistent data collection.

Our custom field databases capture photographs, site forms, daily notes, and all other aspects of every type of project. Our Information Technology (IT) and Geographic Information System (GIS) specialists have integrated powerful QA/QC measures into our digital platforms at crucial steps during data collection, data management, editing, and output phases. At each juncture, highly effective checks have been custom built into our mobile database to ensure quality data is entered and quality deliverables produced. Digital constraints, such as drop-down lists and check-box sets, ensure that only the appropriate types of data may be entered into the most critical fields. Our system also requires that certain critical fields not be left blank, delivering error messages to the user if they are not completed. Data from the field is uploaded and duplicated at least daily (or in real-time, if connectivity in the field allows for it), eliminating the risk of data being lost or corrupted. Principal Investigators act as quality control specialists and conduct QA/QC measures concurrently while field staff are collecting data. These daily and weekly reviews identify missing or incomplete data fields, provide initial editing, and ensure thoroughness and



consistency in recording. Changes are made directly within the database and notes are passed to the Field Directors and Crew Chiefs to improve the quality of data collected. Concurrent review has been employed on small- and large-scale projects.

Our archaeologists, historians, and architectural historians are highly trained SOI-qualified experts in quality control procedures and are involved in project execution from inception to the completion of a project, ensuring the accuracy of information. In addition, we involve every project member in the QA/QC process. All QA/QC team members meet regularly on a conference call to ensure a comprehensive and ongoing exchange of information related to active projects. All documents must pass through three rounds of QC review prior to submission to client. Upon completion of the Draft report, the Principal Investigator performs the initial QC review. The appropriate Practice Lead or Leads perform a second round of review. The Contract Manager performs the final QC check prior to submitting the report to the client. Every staff member who contributes to a report is responsible for QC and the consistency of the report with the Georgia Historic Resources Survey Manual (March 2023).

Ardurra exceeds industry standards for data collection and data reporting. Our guidelines and resources increase field recording accuracy and precision, enhances data quality and consistency, and significantly decreases reporting timelines. Ardurra's QA/QC Program ensures that field data collection, project reports, project communications, and administration are monitored closely and managed well from inception to completion, ensuring high-quality on behalf of our project partners.

THE TEAM DID GREAT WORK ON THE SURVEY, AND THE REPORT WAS EXCELLENT. IT WAS A VERY INTERESTING READ PACKED WITH GREAT INFORMATION ON THE HISTORY OF SUWANNEE RIVER STATE PARK AND THE SURROUNDING AREA. IT READ LIKE A NATIONAL GEOGRAPHIC ARTICLE!

*James Peterson, George and Associates Consulting Engineers
Project for the Florida Department of Environmental Protection (FDEP)*

I HAVE WORKED WITH MR. ANTHONY TRICARICO SERVING THE CITY OF VERO BEACH. BECAUSE OF HIS PROFESSIONALISM AND DEDICATION I WILL DEFINITELY WORK WITH HIM AND HIS COMPANY IN OTHER UPCOMING PROECTS.

Nilsa Zacarias, Director of Planning, Chen Moore and Associates



Project Experience

Walker County Historic Resources Survey

Walker County, Georgia



PROJECT TYPE

Historic Resources Survey

CLIENT

Walker County, GA

PROJECT DATE

2025

RELEVANCE TO RFP

- Archival and Background Research
- Architectural History Survey/Reporting
- Assessment of Effects

Ardurra is currently conducting a comprehensive historic resources survey of approximately 75 parcels in the southeastern portion of unincorporated Walker County, which were constructed prior to 1984.

Ardurra will prepare the historic resources survey report in compliance with Section 106 of the National Historic Preservation Act (NRHP) of 1966 (as amended) implemented by 36 CFR Part 800, as well as the provisions in Title 12, Chapter 3 of the Georgia Code. All project activities are being carried out by professionals who exceed the SOI professional qualification standards for architectural history and history in accordance with the guidelines outlined in the Georgia Historic Resources Survey Manual (March 2023) and the Guidelines for Local Surveys: A Basis for Preservation Planning (National Register Bulletin 24). The historic resources survey had two primary objectives:

- 1) Identify and document historic properties within the survey boundary (including buildings, resource groups, sites, objects, and districts, etc.) that were constructed in 1984 or earlier.
- 2) Evaluate the significance of these resources in regard to their eligibility for listing in the NRHP and provide preservation recommendations for all significant resources.

Ardurra will provide all required information for each resource in a database as well as ESRI ArcGIS Shapefile to the County and DCA, as well as upload all resource data into GNAHRGIS.



South Fulton Historic Resources Survey

Fulton County, Georgia



PROJECT TYPE

Historic Resources Survey

CLIENT

City of South Fulton

PROJECT DATE

2025

RELEVANCE TO RFP

- Archival and Background Research
- Architectural History Survey/Reporting
- Assessment of Effects

Ardurra is currently conducting a comprehensive historic resources survey of approximately 185 parcels in the City of South Fulton, Fulton County, GA, which were constructed prior to 1985.

Ardurra will prepare the historic resources survey report in compliance with Section 106 of the National Historic Preservation Act (NRHP) of 1966 (as amended) implemented by 36 CFR Part 800, as well as the provisions in Title 12, Chapter 3 of the Georgia Code. All project activities are being carried out by professionals who exceed the SOI professional qualification standards for architectural history and history in accordance with the guidelines outlined in the Georgia Historic Resources Survey Manual (March 2023) and the Guidelines for Local Surveys: A Basis for Preservation Planning (National Register Bulletin 24). The historic resources survey had two primary objectives:

- 3) Identify and document historic properties within the survey boundary (including buildings, resource groups, sites, objects, and districts, etc.) that were constructed in 1975 or earlier.
- 4) Evaluate the significance of these resources in regard to their eligibility for listing in the NRHP and provide preservation recommendations for all significant resources.

Ardurra will provide all required information for each resource in a database as well as ESRI ArcGIS Shapefile to the City.



Cost Estimate and Schedule

Below, please find the proposed costs as well as schedule associated with surveying all 56 parcels within the City of Dallas historic resources survey area. All costs below are fixed fee, to be paid upon the completion of each deliverable milestone.

Survey of Entire Downtown District (56 Parcels):

Deliverable/ Milestone	Description	Due Date	Cost
1	50% of surveyed resource data entered into GNAHRGIS.	11/15/2025	\$38,000
3a	First draft of report and 100% GNAHRGIS upload	2/15/2026	\$5,000
3b	Second draft of report submitted and map	4/15/2025	\$5,000
4	Final survey report. All GNAHRGIS data and digital photographs for each resource completed.	6/15/2025	\$2,000
Total Cost			\$50,000

Project Assumptions:

- Up to 56 historic resources constructed in or prior to 1985 will be surveyed. Additional resources can be surveyed for an additional fee. Please note that survey of additional resources, if identified, may be required by the DCA in order to complete grant agreements.
- Two rounds of client review and DCA review (four reviews total).
- Ardurra assumes landowner permission to photograph each resource has been obtained by the City of Dallas. Should landowner permissions be needed, this will be conducted as a separate fee.