

# R. CHRISTOPHER GOODWIN & ASSOCIATES, INC.

cultural resource management and preservation planning

November 28, 2017

Mr. Richard Griffin  
Director of Economic Development  
The City of Frederick  
101 North Court Street  
Frederick, Maryland 21701

**RE: Preparation of an Archaeological Treatment Plan for the Downtown Frederick Hotel and Conference Center, Frederick, Maryland**

Dear Mr. Griffin:

R. Christopher Goodwin & Associates, Inc. is pleased to provide this proposal to prepare an archaeological treatment plan to mitigate adverse effects from the planned construction of the Downtown Frederick Hotel and Conference Center to the Birely Tannery Archaeological Site (18FR575). The Birely Tannery Archaeological Site has been determined eligible for listing on the National Register of Historic Places (NRHP). As noted in their letter of July 26, 2017, the Maryland Historical Trust determined that the project will have an adverse effect on the remaining portion of the Birely Tannery site, and that the City should proceed with development of a Memorandum of Agreement (MOA) to stipulate appropriate measures for mitigation of adverse effects to this historic property and the site. The Treatment Plan proposed here will be appended to the MOA.

The archaeological treatment plan will include a review of previous investigations and research associated with the Birely Tannery (Site 18FR575); it will provide a discussion of important research questions to be addressed as part of the mitigation project, including the importance of the site to the history and development of Frederick and the wider region. The plan will discuss appropriate research, data recovery excavations, analysis, and curation of data. It will include provisions for technical reporting and dissemination of findings to the professional community, the interested Frederick community and the general public. Included in the treatment plan will be measures for establishing a robust public education and interpretation effort. In addition, procedures for evaluating and treating discoveries of unexpected remains or newly identified historic properties during the course of the field investigations will be provided.

R. Christopher Goodwin & Associates, Inc. will prepare the archaeological Treatment Plan for the Birely Tannery Archaeological Site (18FR575) for a firm-fixed price of \$9,750.00. We understand that time is of the essence for this important element of the MOA, and we anticipate being able to provide a completed Treatment Plan by Friday, December 15, 2017. We look forward to supporting the City of Frederick in planning for this project. If you have any questions regarding this proposal, please do not hesitate to contact us. We are at your service.

Sincerely,



Ann B. Markell, Ph.D., R.P.A.  
Senior Project Manager

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