



City of Salem  
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February 20, 2018

## **ADDENDUM #2**

### **City of Salem RFP No. T-25**

#### **Archeological Services for Charter Street Cemetery**

**All Proposers shall acknowledge this Addendum #2 with their non-price submittal.**

#### **Notification #1:**

The proposal deadline has been extended from Wednesday, February 21, 2018 to Wednesday, February 28, 2018 at 11:00 AM. Any proposal received after this new deadline will not be accepted.

#### **Notification #2:**

All field methods will be in accordance with the requirements of the Massachusetts Historical Commission. All teams must supply their own equipment and qualified team members to perform field work.


#### **Notification #3:**

Attached are a site plan of existing conditions and an illustrative plan showing anticipated tree removal. Some tree removal *may* require stump grinding 5-6 inches below the surface of the ground. If conditions and space allows for equipment to stump grind, it is anticipated that the impact area for each tree removed will need to be cleared by an archaeologist.

## Notification #4

Attached is a site plan including the locations of headstones and footstones, proposed pathways, proposed fence footing locations, tree pits, electrical conduit and electrical fixture locations. All of these locations will need to be cleared by an archaeologist through test pit methods prior to construction and in accordance with field methods and requirements of the Massachusetts Historical Commission. Please see the below "Dimensions of Proposed Excavations" that are anticipated for our proposed work.

# DIMENSIONS OF PROPOSED EXCAVATIONS

<u>MATERIAL</u>	<u>DIMENSION(S)</u>	<u>PROPOSED SUBSURFACE DEPTH</u>
STEEL PICKET FENCE (NEW) CONCRETE FOOTINGS	16" W/ 6' O.C.	48"
4' HEIGHT CHAIN LINK FENCE CONCRETE FOOTINGS	12" W/ 6' O.C.	48"
GRANITE BOLLARD CONCRETE FOOTINGS	24" W/ 6' O.C.	48"
STONE SLAB AT NORTHEAST ENTRANCE (GRAVEL BASE)	SIZE OF SLAB	6" BELOW SLAB
STABILIZED STONE DUST PATHWAY	4' W	11" 
TREE PITS	5' MAX.	36" MAX.
RECYCLED GRANITE BENCHES (GRAVEL BASE)	6' L x 30" W +/-	6"
ELECTRICAL CONDUIT*	6" W TRENCH	18" AND 24"
HANDHOLD FOR ELECTRICAL*	11" X 18"	18"
IN-GROUND ELECTRICAL FIXTURES	TO BE DETERMINED	12" +/-

\* FOR LOCATIONS OF PROPOSED CONDUIT AND HANDHOLDS, REFER TO SHEET SE-1 (ELECTRICAL SITE PLAN)

### Project Goal

This project aims to upgrade the landscape of the Charter Street Cemetery by improving access, neatening circulation, removing and replacing trees, restoring and replacing perimeter fencing, and providing opportunities for visitors to rest while traversing the cemetery grounds.

### Proposed Improvements

To accomplish this goal, the City will make the following improvements:

- *Charter Street Entrance.* This entrance will be retained as the cemetery's main entrance. The pedestrian gates will be closed, and instead, the vehicular gates will be opened to allow visitor access. The existing entry pathway leading into the cemetery will be retained, but it will be narrowed (5') and graded to a maximum 5% slope. The edges of the path will be filled and planted with ground cover to protect the adjacent tomb bases. The addition of a granite bollard and steel chain fence lining this entry path will further delineate the pathway and protect the tombs.
- *Witch Trials Memorial Entrance.* This secondary entrance through the Witch Trials Memorial will be made accessible by removing the two existing steps and replacing them with a sloped walkway (<5% grade), 4' in width. A granite bollard and steel chain fence will line both sides of this walkway, guiding visitors along the entry path and into the cemetery.
- *Perimeter Fencing.* The existing painted steel fencing along Charter Street will be restored, as will the cast iron gates and gate posts. New steel picket fencing (to match the design of the Charter Street fence) will be placed along the exposed west edge. Existing chain link fencing abutting the backs of neighboring buildings will be replaced with black vinyl-coated chain link fencing, planted with English ivy vines (to cover). All other steel picket fencing will be restored, as needed.
- *Interior Pathway.* A new pathway, 4' in width will loop through cemetery, providing visitors access to all corners and the center. It will be constructed of decomposed granite (stabilized) and edged with steel. The route of the pathway has been designed to skirt grave markers and tombs.
- *Trees.* Of the ten large, mature shade trees growing in the cemetery, five are targeted for removal. The scrubby, volunteer tree growth along the east and west edges will also be removed. Evergreen trees, arranged in clusters, will be planted at the backs of abutting buildings, and native flowering trees will be added to the south edge. Five new shade trees ~ native species ~ will be planted within the cemetery to replace those targeted for removal.
- *Lighting.* In-ground up-lighting is proposed for the Charter Street (north) and Derby Street (south) edges. Flush with the ground, these fixtures will be covered with rock guards to prevent vandalism. In addition, two directional

in-ground up-lights will illuminate the mature oak tree, located at the geographic center of the cemetery.

- **Seats.** To provide visitors with spots to pause, rest and reflect, four granite slab benches will be located along the pathway. These may be constructed of recycled granite and inscribed with simple words: “pause,” “rest,” “reflect,” “remember.”
- **Signs.** Single sign panels will be placed inside the two entry gates, each welcoming visitors, listing rules and regulations, and providing a snapshot of the cemetery’s history and importance to the City of Salem.

#### **Preliminary Time Schedule (Phasing Plan)**

Implementation of the improvements will depend on available funding. The following is a preliminary proposal for phasing the improvements over time.

- Phase 1: Trees removed and replanted in the cemetery interior (five trees)
- Phase 2: Improvements made to entrance; pathway constructed (including signs); lighting installed (conduit, wiring and fixtures)
- Phase 3: New steel picket fencing added along west side (to replace existing chain link)
- Phase 4: Chain link fencing removed and replaced with black vinyl-coated chain link (where indicated)
- Phase 5: Evergreen trees planted (east and west edges)
- Phase 6: Charter Street fencing, fencing posts and gates restored
- Phase 7: Remaining perimeter steel picket fencing restored
- Phase 8: Liberty Street wall restored

The City intends to complete the initial phase, tree removal and replanting, before October 2016.