

**NORTHERN ARIZONA INTERGOVERNMENTAL PUBLIC TRANSPORTATION
AUTHORITY,
a political subdivision of the State of Arizona (“Mountain Line”)**

**PROJECT TASK ORDER
Project Task Order No. 3
Contract No. 2022-270
Project No. 2**

THIS PROJECT TASK ORDER is made and entered into on the 15th day of February 2026, by and between Northern Arizona Intergovernmental Public Transportation Authority, a political subdivision of the State of Arizona, hereinafter called (“Mountain Line”), and the "Professional" designated below. This Project Task Order is entered in to pursuant to and incorporates herein the terms and provisions of the Professional Contract No. 2022-270, dated July 1, 2022, between Mountain Line and PaleoWest, LLC dba Chronicle Heritage (Chronicle) (“Contract”). Upon full execution of this Project Task Order, the Project Task Order, together with the Project Task Order Contract (including all of the Contract Documents as defined therein), shall be the Contract between the Parties for the professional services specified herein (“Services”).

Mountain Line and Professional agree as follows:

Mountain Line: **Mountain Line**
216 W. Phoenix Ave
Flagstaff, AZ, 86001
Project Manager: Anne Dunno
Telephone: 928-679-8942
E-mail: adunno@mountainline.az.gov

PROFESSIONAL: **PaleoWest, LLC dba Chronicle Heritage (Chronicle)**
2025 N. 3rd Street, Ste. 157
Phoenix, AZ, 85004
Professional Representative: Justin Parks
Telephone: 616-335-0339
E-mail: jparks@chronicleheritage.com

PROJECT DESCRIPTION: Inadvertent archaeological discovery services at the Downtown Connection Center (DCC) in support of Mountain Line’s expansion of the DCC.

PROJECT SITE ADDRESS/LOCATION: 216 W. Phoenix Ave, Flagstaff AZ.

SCOPE OF WORK AND PROJECT SCHEDULE/DURATION: See Exhibit A, the Proposal.

ESTIMATED PROJECT TASK ORDER PRICE (Not to Exceed): See Exhibit A, the Proposal.

1. **X Fixed Price:** All-inclusive in the above Project Task Order Price; or
2. _____ **Fee:** The Project Order Task Fee is in the amount of \$ _____ to be paid in installments based upon monthly progress reports and detailed invoices submitted by _____ in such form as approved by Mountain Line, to be paid subject to the following limitations:

a. Documentation of Monthly Progress

- i. Prior to approval of the preliminary documentation (or ___% of plans), the billed amount shall not exceed _____% of the total Contract Amount.
- ii. Prior to approval of the final documentation (or ___% of plans) deliverable, the billed amount shall not exceed _____% of the total Contract Amount.
- iii. If the Services include the preparation of studies, design concepts, or other investigations, progress payments shall not exceed ___% of the total Contract Amount prior to submittal of the final report deliverables.

b. Reimbursable Costs: (Reimbursable costs are at state per diem rates for all travel, lodging, and incidentals.)

- i. The Project Task Order Reimbursable Cost is in the amount of \$ _____ to be paid based upon monthly progress reports and detailed invoices submitted by _____ in such form as approved by Mountain Line

c. Other:

- i. Sub-Contractor Mark Up will be paid in the following manner:
_____.
- ii. Unique Insurance and/or Bond Requirements:
_____.
- iii. Unique Compliance with Government Provisions:
_____.

SCOPE OF SERVICES, DELIVERABLES, AND PROJECT SCHEDULE/DURATION:
Exhibit A.

UNIQUE INSURANCE AND/OR BOND REQUIREMENTS (IF ANY) (Article 11): N/A

PROJECT SPECIFIC CONDITIONS (IF ANY):N/A

In witness whereof, the parties hereto have executed and caused to be signed by their duly authorized representatives, this Contract on the date first written above.

MOUNTAIN LINE:

**NORTHERN ARIZONA INTERGOVERNMENTAL
PUBLIC TRANSPORTATION AUTHORITY,**
a political subdivision of the State of Arizona

By: Heather Dalmolin

Its: CEO and General Manager

PROFESSIONAL:

By: Lauren Brooks

Its: Southwest Regional Principal

PROJECT TASK ORDER # 3

ATTACHMENT 1 – SCOPE OF WORK AND PROJECT SCHEDULE

PROJECT DESCRIPTION:

See Exhibit A.

PROJECT SCHEDULE:

See Exhibit A.

PROJECT DELIVERABLES:

See Exhibit A.



January 29, 2026

Heather Higgins
Purchasing and Contracts Officer, NIGP-CPP, PPAD, DBELO
Mountain Line
hhiggins@mountainline.az.gov
Submitted via email

RE: Task Order No. 3, Expansion of Contract No. 2022-270 for Inadvertent Archaeological Discovery Services at Mountain Line's Downtown Connection Center, 116 and 216 Phoenix Avenue, Flagstaff, Arizona

Dear Heather Higgins,

PaleoWest, LLC dba Chronicle Heritage (Chronicle) is pleased to provide this scope of work and cost estimate for inadvertent archaeological discovery services at the Downtown Connection Center (DCC) in support of Mountain Line's expansion of the DCC. The area of potential effects (APE) is on City of Flagstaff (City) land and encompasses approximately 4.5 acres consisting of Coconino County Assessor Parcel Numbers 10043003B, 10043001D, and 10044005A. The APE is currently developed as an existing bus facility and parking lots. It is bounded by the BNSF Railway to the north, West Phoenix Avenue to the south, South Beaver Street to the east, and South Milton Road to the west. The APE is adjacent to the Flagstaff Southside Historic District and the Railroad Addition Historic District, both listed on the National Register of Historic Places (National Register). Several National Register highways, Route 66, US 89A, and US 89, are adjacent to or within the APE. Mountain Line anticipates using federal funding; therefore, the project is subject to Section 106 of the National Historic Preservation Act (54 US Code 300101 et seq.) implemented by regulations for Protection of Historic Properties (title 36, Code of Federal Regulations, part 800), and Section 4(f), of the Department of Transportation Act of 1966 (49 US Code § 303). In addition, the APE is on City land and is therefore subject to Arizona Antiquities Act ([AAA] Arizona Revised Statutes §§ 41-841 through 41-844, State Historic Preservation Act (Arizona Revised Statutes §§ 41-861 et seq.), and the City of Flagstaff Historic Preservation Ordinance (Chapter 10-15).

The Task order will be limited to inspection, evaluation, and if necessary, recovery of cultural features or human remains that may be encountered during construction activities. No construction monitoring or coordination on a day-to-day basis is included in this scope. Should daily construction monitoring or coordination on a day-to-day basis become necessary after the identification of an inadvertent discovery, a cost modification may be necessary. Permits fees, development of a monitoring and discovery plan, a burial agreement, additional analyses, reporting, and repatriation or curation of artifacts are not included in this estimate. Two scopes of work and cost estimates are provided below. Each reflects separate initial costs for: 1) the documentation and eligibility consultation for one nonmortuary feature, a letter report, and curation; and 2) assessment, initial consultation, recovery of one mortuary feature containing one individual and the associated funerary belongings, reporting, and repatriation. If the assessment and emergency consultation confirms the presence of National Register eligible archaeological or historical materials, or the presence of human remains, work must cease in the area until all required emergency state, federal,



and Tribal permits, including emergency burial agreement if applicable, are obtained. Emergency permitting fees are not included in this cost estimate.

If either a mortuary feature or archaeological remains are encountered, the Section 106 process will be triggered, and consultation with the claimant Tribes, Arizona State Museum (ASM), and the Arizona State Historic Preservation Office will be necessary to determine whether monitoring would be warranted moving forward. If it is determined that monitoring, and/or data recovery will be required, a new scope of work and cost estimate will be needed for additional work beyond the initial assessment, recovery, reporting, and repatriation of one individual and associated belongings or curation of significant archaeological materials. This may include but not be limited to: emergency permit and expedited review fees, development of a monitoring and discovery plan, a burial agreement, agency and Tribal consultation, analyses, reporting, and repatriation or curation of artifacts.

Assessment and Recovery of Archaeological and Human Remains

Nonmortuary Feature

Once notified of a nonmortuary discovery, Chronicle will assign an experienced, Secretary-of-the-Interior qualified, archaeologist and one field archaeologist to assess the condition, affiliation, and eligibility of the material or feature. The archaeologist will document the resources in the trench or surface of the excavation area but will not collect. Nonmortuary features will be photographed, mapped with a GPS, and illustrated. The principal investigator (PI) will work with the lead agency to complete the necessary eligibility consultation and request an emergency AAA project-specific permit from ASM pursuant to Rules Implementing A.R.S. § 15-1631 and §41-841 et seq., Policy 8-202, and a monitoring and discovery plan may be needed. This scope does not cover ASM repository or permitting fees. If the agencies determine that excavation of the feature is appropriate, a cost modification will be necessary, and treatment will proceed per agency recommendations. Should the encounter be identified as an archaeological site unrelated to the previously recorded sites known to occur in the vicinity of the APE, a new site number will be obtained from ASM; the cost for this service is not included in this proposal. Regardless of eligibility and data recovery status, Chronicle will provide a letter report documenting the work done under this task order.

Mortuary Feature

Once Chronicle receives notification that a mortuary feature has been encountered, a Secretary-of-the-Interior qualified bioarchaeologist will visit the APE and assess the human remains. The project's PI will request an emergency AAA project-specific permit from the ASM Permits Office and a burial discovery agreement from the ASM Repatriation Coordinator, and a cost modification will be needed. The PI will notify ASM Repatriation Center, who will coordinate with the appropriate Tribal entities on behalf of the FTA as the lead agency. Human remains must be protected in place as deemed appropriate by claimant group until the notice to proceed is received from the appropriate Tribal descendants. During any nonworking hours when archaeologists are not present, the human remains must be protected in place as deemed appropriate by claimant group and security personnel must be present on site.

Once notification to proceed with the recovery is received from the lead claimant Tribe, the bioarchaeologist will work with up to two field archaeologists to excavate the remains, which may take up to three days or more depending on the complexity of the interment. Human remains and funerary objects will be bundled in natural materials and escorted to 2025 N 3rd Street, Suite 157, Phoenix, AZ 85004, Chronicle's secure facility, and documented in that location. Tribal representatives will be afforded the opportunity to view the remains once housed at Chronicle's

facility. The bioarchaeologist will recover the remains following accepted state and federal archaeological standards pertaining to the treatment and recovery of ancestral remains and funerary belongings, sacred ceremonial objects, and objects of national or Tribal patrimony in accordance with ARS §41-844 and the burial discovery agreement. These guidelines follow.

- Recovery will be done in private.
- Documentation will be nondestructive.
- A complete documentation of Native American human remains and funerary objects (Report of Remains) will be prepared and submitted to ASM per the requirements of the burial discovery agreement.
- Disposition of Native American human remains, funerary animal remains, funerary objects, sacred ceremonial objects, and objects of national or tribal patrimony will be completed after the final report has been accepted and/or upon the schedule requested by the lead Tribe.

This Proposal includes an estimate for recovery of **one** inhumation or cremation of a **single** individual and associated funerary belongings, the associated initial consulting, reporting, and repatriation. If more than one mortuary feature is identified or more than one individual is present within a single interment, then a change order may be needed to complete the recovery and cover additional permitting fees.

Cost Estimate

Chronicle will complete the tasks on a time and materials, not-to-exceed basis. The total amount for the documentation and eligibility consultation, including a letter report, for **one nonmortuary feature is \$15,105.00**. The assessment and recovery of **one inhumation or cremation of a single individual is \$26,046.60**, including initial consultation and a letter report. Chronicle will provide the letter report within two weeks of documenting the encounter in the field.

Assumptions

- The FTA is the lead agency.
- The property is City owned.
- Construction monitoring or coordinating on a day-to-day basis will not be required.
- Mountain Line will be responsible for securing all remains in place with plating and/or by hiring security personnel and renting fencing until the remains are recovered in their entirety.
- This scope and cost for the assessment and recovery of mortuary features is for one inhumation with one individual and associated funerary belongings only. A cost modification will be needed if more than one is encountered or there is more than one individual in a single interment.
- The scope and cost for the assessment of nonmortuary features is for one feature only.
- Should an inadvertent encounter with human remains or archaeological materials trigger the Section 106 process, a new scope covering the following items will be needed: fees and time for emergency permits, expedited agency review fees, development of a monitoring and discovery plan, a burial agreement, agency and Tribal consultation, analyses, reporting, and repatriation or curation of artifacts.

Task Order No. 3, Expansion of Contract No. 2022-270 for Inadvertent Archaeological Discovery Services at Mountain Line's Downtown Connection Center, 116 and 216 Phoenix Avenue, Flagstaff, Arizona

- Does not include the cost of any subsequent archaeological work that may be requested by the agencies involved.
- Does not include the cost to draft consultation letters on behalf of the lead agency. If required, a cost modification will be requested
- In the event that human remains are encountered, the need for overnight or after-hours security may arise. Provision of such security is not included in the current scope of work or budget. If Chronicle must coordinate overnight or after-hours security, a cost modification will be required.
- Schedule assumes that fieldwork will not be impacted by inclement weather or wildfire.
- This cost estimate does not cover any services not explicitly stated.
- If these assumptions are exceeded, a budget modification may be necessary.

We appreciate the opportunity to submit this cost estimate to you. Please do not hesitate to contact me at (616) 335-0339 or at dkraai@chronicleheritage.com should you have any questions.

Sincerely,

CHRONICLE HERITAGE



Dale J. Kraai M.A., RPA | Subject Matter Expert

Enclosures: Cost estimate



Nonmortuary Feature					
Direct Labor					
Classification	Hours	Hourly Rate	Labor Costs		Total
Principal Investigator	16.0	\$200.00	\$3,200.00		
Senior GIS Specialist	1.0	\$170.00	\$170.00		
Senior Archaeologist	20.0	\$160.00	\$3,200.00		
Associate Archaeologist	24.0	\$140.00	\$3,360.00		
GIS Specialist	4.0	\$135.00	\$540.00		
Administrative Assistant/Clerical	1.0	\$135.00	\$135.00		
Staff Archaeologist	24.0	\$120.00	\$2,880.00		
Total Labor	90.0				\$13,485.00
Direct Expenses					
Transportation, Lodging, and Per Diem			\$1,620.00		
		Total Expenses			\$1,620.00
			Total Cost		\$15,105.00
Mortuary Feature					
Direct Labor					
Classification	Hours	Hourly Rate	Labor Costs		Total
Principal Investigator	16.0	\$200.00	\$3,200.00		
Senior GIS Specialist	1.0	\$170.00	\$170.00		
Senior Archaeologist	20.0	\$160.00	\$3,200.00		
Associate Archaeologist	60.0	\$140.00	\$8,400.00		
GIS Specialist	2.0	\$135.00	\$270.00		
Administrative Assistant/Clerical	1	\$135.00	\$135.00		
Staff Archaeologist	72	\$120.00	\$8,640.00		
Total Labor	172.0				\$24,015.00
Direct Expenses					
Transportation, Lodging, and Per Diem			\$2,031.60		
		Total Expenses			\$2,031.60
Total			TOTAL COST		\$26,046.60



PROJECT TASK ORDER # _3

ATTACHMENT 2 - UNIQUE INSURANCE REQUIREMENTS (IF ANY)

Not applicable.

PROJECT TASK ORDER # 3

ATTACHMENT 3 - PROJECT SPECIFIC CONDITIONS (IF ANY)

Not applicable.