

# ARCHAEOLOGY EDUCATION PROGRAM

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Mississippi  
Valley  
Archaeology  
Center

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**This year's theme:  
Cultural Resources  
Management**

The theme of this year's Archaeology Education Program newsletter is "Cultural Resources Management." The first issue will cover the steps utilized in pre-field planning. The Winter issue will look into the preparation for and completion of field work, followed by laboratory and research work in the Spring issue, and finally write-up and dissemination in the Summer issue. Learning the process taken from the beginning to completion of an archaeological process will help students and non-archaeologists realize there is more to archaeology than just 'digging up rocks.'

## Introduction

While some of MVAC's funding comes from grants and some is donated by citizens interested in archaeology and the history of early Native Americans in the Midwest, the majority of the organization's income comes from archaeological contracts done as a Cultural Resources Management (CRM) organization. This year's theme will cover the steps taken on a CRM project from start to finish, using MVAC as an example, knowing that other CRM firms may have variations in their time frame, billing practices and other miscellaneous items.

The state of Wisconsin statute (Section 106) requires an archaeological survey be undertaken in any construction project which is completely or partially funded by state or federal funds. Therefore, many of the projects MVAC conducts are for familiar companies such as Wisconsin Department of Transportation, Xcel Energy, municipalities such as the city of La Crosse, etc. Work done for this purpose is to keep these organizations "in compliance" with the law.

## The Bidding Process

A CRM project begins with firms in the midwest receiving a Request for Proposal, which describes the work to be done. Each firm interested in a project then sends in a bid, much like an individual gets several bids from plumbers, mechanics, etc. when a large personal project needs to be finished. To prepare a bid, an archaeologist has to take into account the distance of the project from their organization, size of project area, size of crew needed, known history of the project area, and how extensive the fieldwork will be, among other considerations. Once the client receives the requested bids they decide which company to hire based on estimated cost, past experience with a company and similar factors.

## Proposal Acceptance

Once a contract is awarded, an account is set up by MVAC's Business Manager. Each unique account is assigned a number and a corresponding budget, based on the proposal. The clients are then contacted to clarify the scope and schedule of work. The research archaeologist assigned that project is responsible for keeping the project within budget, scheduling fieldwork and writing the report.

## Scheduling

Scheduling of the fieldwork depends on several factors, including the project's deadline, number of crew people available, distance from La Crosse, the priority of other projects in hand, and travel considerations. Once the field work is scheduled, preparation for fieldwork and the actual testing or excavations can begin. These aspects of the CRM process will be discussed in the next issue of the Archaeology Education newsletter.



# CRM Activity

*While archaeology is considered a science, there are steps in the archaeological process which require math, history, art, and writing skills. The following scenario will cover some of these areas.*

*Use the information in the introductory paragraph to help determine the cost of the proposed project.*

Your contract firm has just received a Request for Proposal from the XYZ Company from central Wisconsin. The following information outlines the work they need completed. You need to send them a bid for completing the work as soon as possible.

Type of work: Shovel testing along a river shoreline  
 Size of project area: 5 miles  
 Distance from organization: 275 miles round trip  
 Known Archaeological Sites: 3 prehistoric campsites reported within one mile of project area

To prepare the proposal you need to determine how long the project will take, hotel and travel costs, cost for crew members. There is a lot of brush and bushes along the shoreline, so you will have to shovel test the whole shoreline, rather than walk the beach looking for artifacts. Shovel tests will be placed 15 meters apart along the shoreline. There are approximately 105 shovel tests to dig in one mile. Each person on a crew can dig 9 shovel tests in one hour, particularly in central Wisconsin, as the soil is generally sandy and shallow (see A below). You estimate this project should take four people two days in the field, working ten hours each day. Two of those hours will be spent on travel time, so you have eight hours for shovel testing each day. You will need to add two days for the supervisor to write-up the report for the project. (See B below)

Since you will have to stay at a hotel one night, you have to add that to the travel cost. With three known sites close to the project area, it is likely you will find some artifacts while shovel testing. Therefore, you have to add \$100 to the project for curation (storage) of artifacts. (See C & D below)

**A) Determine Number of days and size of crew needed**

If there are 105 shovel tests to dig in one mile, how many would there be in 5 miles?  $105 \times 5 = \underline{\hspace{2cm}} (1)$

If one person can dig nine holes in one hour, four people can dig thirty-six holes in one hour, or 288 in 8 hours. How many holes can four people dig in 16 hours (2 days)?  $288 \times 2 = \underline{\hspace{2cm}} (2)$

This is more than you'll need, so your time should be good with four crew people.

**B) Determine cost of crew**

Supervisor: 2 10-hour days @ \$10/hour  $(10 \times 10 \times 2) = \underline{\hspace{2cm}} (3)$   
 2 8-hour days @ 10/hour for write up  $(8 \times 10 \times 2) = \underline{\hspace{2cm}} (4)$   
 3 Crew : 2 10-hour days @ \$8/hour  $(8 \times 10 \times 2 \times 3) = \underline{\hspace{2cm}} (5)$   
 Total Crew cost:  $\underline{\hspace{2cm}} (6)$

**C) Determine cost of travel**

Mileage: 275 miles x .32 cents/mile = \$  $\underline{\hspace{2cm}} (7)$   
 Rental Car: \$33/day x 2 days = \$  $\underline{\hspace{2cm}} (8)$   
 Hotel: \$65/day x 2 days = \$  $\underline{\hspace{2cm}} (9)$   
 Total travel cost \$  $\underline{\hspace{2cm}} (10)$

**D) Determine Total Cost**

Total crew cost (6) \$  $\underline{\hspace{2cm}}$   
 Total travel cost (10) \$  $\underline{\hspace{2cm}}$   
 Curation \$100.00  
**Total Cost** \$  $\underline{\hspace{2cm}} (11)$

**Answers**

- (1) 525
- (2) 576
- (3) 200
- (4) 160
- (5) 480
- (6) 840
- (7) 88
- (8) 66
- (9) 130
- (10) 284
- (11) 1224

This is the amount you would send to the XYZ Company, they would compare your bid with others they'd receive, and decide which CRM firm would get the project.



# Archaeological Resources

## Book Reviews

**Title:** Digging and Discovery: Wisconsin Archaeology  
**Author:** Diane Young Holliday and Bobbie Malone  
**Publisher:** State Historical Society of Wisconsin, Madison  
**Age Range:** 8 - 10; teachers guide

This activity book can be used as an independent reader for students, or with the teacher's guide to work with an entire classroom. The book covers the basics of archaeology and introduces students to the early Native American cultures of Wisconsin.

**Title:** Wisconsin Archaeology  
**Author:** Robert A. Birmingham, Carol I. Mason and James B. Stoltman, eds.  
**Publisher:** Wisconsin Archaeological Society, Milwaukee  
**Age Range:** 15 - adult

This all-encompassing book details what is known of the early Native American cultures of Wisconsin, and well as discussing prehistoric technology, rock art, and the history of archaeology in Wisconsin.

## Web Sites

### Office of the State Archaeologist - Iowa

[www.uiowa.edu/~osa](http://www.uiowa.edu/~osa)

This website offers information on Iowa's past, events, upcoming conferences, focus areas, opportunities, and links to other archaeological sites. 700 Clinton St. Bldg., the University of Iowa, Iowa City, IA 52242; 319/384-0732.

### Office of the State Archaeologist - Minnesota

[www.admin.state.mn.us/osa/](http://www.admin.state.mn.us/osa/)

The MN OSA website contains information on Minnesota archaeology, sites to visit, upcoming conferences, links to other sites and e-mail contacts. Mark J. Dudzik, State Archaeologist, Ft. Snelling History Center, St. Paul, MN 55111-4061; 612/725-2411

### Office of the State Archaeologist - Wisconsin

[www.shsw.wisc.edu/arch/osa/index.html](http://www.shsw.wisc.edu/arch/osa/index.html)

Visitors to this website will gain an overview of Wisconsin's past, and learn about shipwrecks, archaeological programs in the state, and the research and collections of Wisconsin archaeology. Robert Birmingham, State Archaeologist, State Historical Society of Wisconsin, 816 State Street, Madison, WI 53706; 608/264-6495.

## Places to Visit

### Effigy Mounds National Monument

The National Monument was established to preserve examples of a significant phase of the prehistoric American Indian moundbuilding culture. Over 200 mound sites, including 26 in the shape of animal effigies are preserved here. Open 8 a.m. to 7 p.m. Memorial Day to Labor Day, 8 a.m. to 5 p.m. the remainder of the year. 151 Highway 76, Harpers Ferry, IA 52146; 319/873-3491.

[www.nps.gov/efmo/](http://www.nps.gov/efmo/)

*These book reviews, websites, and places to visit can be used as supplemental information. Let us know if you have found any great resources we can share with our readers.*