

Request for Proposal
National Cemetery Administration Monument Assessment Projects
Proposals due Friday, April 3, 2009 5:00 p.m. EDT

Heritage Preservation, under contract to the Department of Veterans Affairs, National Cemetery Administration (NCA), is requesting proposals to assess historic monuments at NCA cemeteries. The monuments outlined on the following pages have been identified in a national inventory as significant military monuments in critical need of conservation and preservation.

We seek professional conservators or historic preservation architects with experience in cemetery and gravestone preservation. They should meet the Secretary of the Interior's Proposed Historic Preservation Professional Qualification Standards for Conservation, or the Secretary of the Interior's Historic Preservation Professional Qualification Standards for Historic Preservation (attached).

Assessment reports are to follow the attached Monument Assessment Form, which includes:

1. condition description,
2. condition documentation,
3. conservation treatment proposals that adhere to the Secretary of the Interior's Standards for the Treatment of Historic Properties (www.nps.gov/hps/tps/standguide), and
4. cost estimates and proposed schedule (including number of days required) for conservation treatment.

In order to expedite the conservation treatment of some of the monuments, all on-site assessments must be conducted by Friday, May 15, 2009. As noted on the attached list of monument assessment groups, some assessment reports will be due no later than Friday, May 29, 2009. The remaining reports must be submitted no later than Monday, June 29, 2009.

Interested parties should indicate which of the attached monument assessment groups they propose to assess, and submit:

- Resume or CV that includes relevant education and experience in stabilizing and protecting stone and metal objects located outdoors. Please limit these materials to 20 pages.
- Description of all testing to be conducted as part of the assessment.
- Availability to conduct on-site visit by May 15, 2009, and to complete reports by May 29, 2009, or June 29, 2009, as specified on the attached list of monument assessment groups.
- Hourly rate of conservator and other assistant(s), and the number of hours needed to conduct the on-site assessment and complete the report.
- Hourly rate and hours need to travel to the assessment sites.
- Detailed travel expenses to the assessment sites including as applicable: airfare, car rental, mileage, parking, lodging, and meals.
- Special equipment and rental expenses, if indicated on the attached list of monument assessment groups.
- Additional expenses related to conducting the assessments and producing the report including: supplies, photocopying, photography, postage, and telephone.
- If selected, the conservator shall be required to supply proof of liability insurance listing Department of Veterans Affairs, National Cemetery Administration, and Heritage Preservation, Inc. as added insureds. Any additional cost for this should be included in the bid.

Submissions via e-mail are encouraged. Please send all materials in one attachment, if possible. Please submit the above information by Friday, April 3, 2009 to klaise@heritagepreservation.org and lhunley@heritagepreservation.org with "Monument Assessment Proposal" in the subject line.

If necessary, materials may be submitted by fax to 202-233-0807 or by mail to:

Kristen Laise

Vice President, Collections Care Programs

Heritage Preservation

1012 14th Street, NW, Suite 1200

Washington, DC 20005

If you do not receive confirmation that your proposal has been received by April 3, 2009, contact Heritage Preservation at 202-233-0800.

Proposal Evaluation Criteria

Proposal evaluation will include, but may not necessarily be limited to:

- quality and content of proposal,
- experience on projects of similar size and scope,
- demonstrated experience of conservation and preservation,
- demonstrated understanding of the project goals, and
- cost.

The above mentioned criteria are not listed in order of relative importance. Heritage Preservation will allocate a weighted score to each of the criteria above that best represents the interest of Heritage Preservation. Respondents are encouraged to submit adequate information that fully responds to the criteria above.

Award of Contract

Heritage Preservation may elect to award a contract to a respondent whose proposal is determined to be most advantageous to Heritage Preservation with respect to conformance with the specifications, quality, and other factors as may be evaluated pursuant to this RFP.

Heritage Preservation may award a contract based on initial offers received, without discussion; therefore, initial information provided by the respondents should fully identify and respond to the requested information.

Proposal Classification and Discussions

Proposals will initially be classified as either a) Acceptable; b) Potentially Acceptable; or c) Unacceptable. Discussions and fact-finding may be conducted, if required, with any or all of the respondents whose proposals are found acceptable or potentially acceptable. Parties whose proposals are classified as unacceptable will be notified promptly.

Final Offers and Award of Contract

Following any discussions with respondents, Heritage Preservation will evaluate the final proposals/discussions, giving due consideration to the established evaluation criteria. The contract will contain the terms and conditions as found in this RFP and may include additional terms and conditions as negotiated between the successful respondent and Heritage Preservation.

If Heritage Preservation cannot, at its sole and absolute discretion, negotiate a mutually agreed upon contract with the successful respondent, Heritage Preservation may begin negotiations with other respondents in order of ranking, highest to lowest, as evaluated pursuant to the terms and conditions of this RFP.

Arkansas (total of 4 monuments)

Confederate Dead, c.1900

FORT SMITH NATIONAL CEMETERY (Fort Smith, AR)

Date Erected: c.1900

Material: Marble

Type: Other

Dimensions (if known): Height 5' 5", Width 1' 1.5", Depth 1' 1.5"

Assessment deadline: Monday, June 29, 2009

Lift required? No



Confederate Monument

LITTLE ROCK NATIONAL CEMETERY (Little Rock, AR)

Date Erected: 1884

Material: Marble --Concrete

Type: Obelisk

Dimensions (if known): Height 5' 2", Width 3' 2", Depth 3' 2"

Assessment deadline: Monday, June 29, 2009

Lift required? No



Minnesota Monument (Taps)

LITTLE ROCK NATIONAL CEMETERY (Little Rock, AR)

Date Erected: 1916

Material: Granite --Concrete --Bronze

Type: Single figure

Dimensions (if known): Height 17' 0", Width 8' 0"

Assessment deadline: Friday, May 29, 2009

Lift required? No



Minnesota Monument

MEMPHIS NATIONAL CEMETERY (Memphis, TN)

Date Erected: 1916

Material: Granite --Bronze

Type: Single figure

Dimensions (if known): Height 17' 0", Width 8' 0"

Assessment deadline: Friday, May 29, 2009

Lift required? No



Baltimore MD & Virginia (total of 7 monuments)

Pennsylvania Monument

CULPEPER NATIONAL CEMETERY (Culpeper, VA)

Date Erected: 1910

Material: Granite --Bronze

Type: Obelisk

Dimensions (if known): Height 28' 6", Width 13' 13"

Assessment deadline: Friday, May 29, 2009

Lift required? Yes



Confederate Monument

LOUDON PARK NATIONAL CEMETERY (Baltimore, MD)

Date Erected: 1912

Material: Granite --Bronze

Type: Other

Dimensions (if known): Height 6' 10", Width 4' 0", Depth 2' 2"

Assessment deadline: Monday, June 29, 2009

Lift required? No



GAR

LOUDON PARK NATIONAL CEMETERY (Baltimore, MD)

Date Erected: 11/25/1898

Material: Marble --Bronze --Iron

Type: Single figure

Dimensions (if known): Height 17' 0", Width 3' 6", Depth 3' 6"

Assessment deadline: Friday, May 29, 2009

Lift required? No



Maryland Naval

LOUDON PARK NATIONAL CEMETERY (Baltimore, MD)

Date Erected: 1896

Material: Granite

Type: Single figure

Dimensions (if known): Height 23' 6", Width 7' 0", Depth 7' 0"

Assessment deadline: Friday, May 29, 2009

Lift required? Yes



Rigby Monument

LOUDON PARK NATIONAL CEMETERY (Baltimore, MD)

Date Erected: 1891

Material: Marble

Type: Obelisk/column

Dimensions (if known): Height 6' 5", Width 2' 6", Depth 2' 6"

Assessment deadline: Monday, June 29, 2009

Lift required? No



Confederate Soldiers and Sailors monument

POINT LOOKOUT CONFEDERATE CEMETERY (Ridge, MD)

Date Erected: 10/1/1911

Material: Granite

Type: Obelisk/column

Dimensions (if known): Height 85' 0", Width 21' 2.5"

Assessment deadline: Friday, May 29, 2009

Lift required? Yes

**Maryland monument**

POINT LOOKOUT CONFEDERATE CEMETERY (Ridge, MD)

Date Erected: 1876

Material: Marble

Type: Obelisk/column

Dimensions (if known): Height 25' 0", Width 5' 0"

Assessment deadline: Monday, June 29, 2009

Lift required? Yes



Brooklyn NY (total of 5 monuments)

2nd Division American Expeditionary Forces

CYPRESS HILLS NATIONAL CEMETERY (Brooklyn, NY)

Date Erected: 5/30/1945

Material: Granite --Bronze

Type: Block

Dimensions (if known): Height 0' 28", Width 0' 24"

Assessment deadline: Monday, June 29, 2009

Lift required? No



British Navy Monument

CYPRESS HILLS NATIONAL CEMETERY (Brooklyn, NY)

Date Erected: 1939

Material: Granite

Type: Die & base

Dimensions (if known): Height 4' 2", Width 2' 9.5", Depth 0' 22"

Assessment deadline: Monday, June 29, 2009

Lift required? No



Eagle monument

CYPRESS HILLS NATIONAL CEMETERY (Brooklyn, NY)

Date Erected: 1934

Material: Granite --Concrete --Stone

Type: Single figure

Dimensions (if known): Height 4' 8", Width 6' 7"

Assessment deadline: Friday, May 29, 2009

Lift required? No



French Cross c.1920

CYPRESS HILLS NATIONAL CEMETERY (Brooklyn, NY)

Date Erected: c.1920

Material: Granite --Bronze --Iron

Type: Other

Dimensions (if known): Height 15' 0", Width 4' 0", Diam 0' 30"

Assessment deadline: Friday, May 29, 2009

Lift required? No



Ringold Monument

CYPRESS HILLS NATIONAL CEMETERY (Brooklyn, NY)

Date Erected: 1863

Material: Granite

Type: Obelisk/column

Dimensions (if known): Height 15' 0", Width 4' 6", Depth 3' 2"

Assessment deadline: Monday, June 29, 2009

Lift required? No



California (total of 5 monuments)

Battle of San Pasqual

FT. ROSECRANS NATIONAL CEMETERY (San Diego, CA)

Date Erected: 7/31/1922

Material: Bronze --Stone

Type: Boulder

Dimensions (if known): Height 2' 11", Width 2' 4", Diam 2' 4"

Assessment deadline: Monday, June 29, 2009

Lift required? No



USS Bennington

FT. ROSECRANS NATIONAL CEMETERY (San Diego, CA)

Date Erected: 1907

Material: Granite --Concrete

Type: Obelisk

Dimensions (if known): Height 60' 0", Width 6' 0", Depth 6' 0"

Assessment deadline: Friday, May 29, 2009

Lift required? Yes



National Home for Disabled Veterans Soldiers Monument

LOS ANGELES NATIONAL CEMETERY (Los Angeles, CA)

Date Erected: 1920 -- --circa

Material: Granite

Type: Obelisk

Dimensions (if known): Height 26' 6", Width 10' 0", Depth 10' 0"

Assessment deadline: Friday, May 29, 2009

Lift required? Yes



United Spanish War Veterans, 1973

LOS ANGELES NATIONAL CEMETERY (Los Angeles, CA)

Date Erected: 1973

Material: Concrete --Bronze --plaster

Type: Multiple figures

Dimensions (if known): Height approx. 20' 0", Width 11' 0", Depth 7' 3"

Assessment deadline: Monday, June 29, 2009

Lift required? Yes



Pacific Coast Garrisons

SAN FRANCISCO NATIONAL CEMETERY (San Francisco, CA)

Date Erected: 1897

Material: Undetermined --ZINC

Type: Single figure

Dimensions (if known): Height 16' 0", Width 7' 0", Depth 7' 0"

Assessment deadline: Friday, May 29, 2009

Lift required? No



Central Ohio (total of 2 monuments)

Confederate Boulder

CAMP CHASE CONFEDERATE CEMETERY (Columbus, OH)

Date Erected: 1880

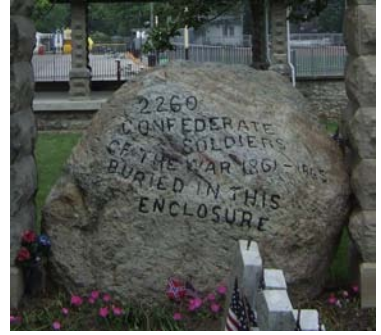
Material: Stone

Type: Block or boulder w/text, pre-1960

Dimensions (if known): Height 5' 2", Width 6' 6", Depth 3' 2", Diam 7' 0"

Assessment deadline: Friday, May 29, 2009

Lift required? No



Memorial Arch with Confederate Soldier

CAMP CHASE CONFEDERATE CEMETERY (Columbus, OH)

Date Erected: 6/14/1902

Material: Bronze --Stone

Type: Single figure

Dimensions (if known): Height 17' 0", Width 16' 2", Depth 3' 2"

Assessment deadline: Friday, May 29, 2009

Lift required? No



Chicago & Eastern Wisconsin (total of 3 monuments)

Confederate Mound

CONFEDERATE MOUND/ OAK WOODS CEMETERY (Chicago, IL)

Date Erected: 1893

Material: Granite --Bronze

Type: Single figure

Dimensions (if known): Height 40' 0", Width 15' 2", Depth 15' 2"

Assessment deadline: Friday, May 29, 2009

Lift required? Yes



American War Mothers

WOOD NATIONAL CEMETERY (Milwaukee, WI)

Date Erected: 1935

Material: Bronze --Stone

Type: Boulder

Dimensions (if known): Height 0' 25", Width 0' 60", Depth 0' 38"

Assessment deadline: Monday, June 29, 2009

Lift required? No



Civil War Soldiers and Sailors

WOOD NATIONAL CEMETERY (Milwaukee, WI)

Date Erected: 1903

Material: Granite

Type: Single figure

Dimensions (if known): Height 60' 0"

Assessment deadline: Friday, May 29, 2009

Lift required? Yes



Georgia & Tennessee (total of 8 monuments)

4th Army Corps

CHATTANOOGA NATIONAL CEMETERY (Chattanooga, TN)

Date Erected: 1868

Material: Granite --Marble --Concrete

Type: Obelisk

Dimensions (if known): Height 15' 6", Width 3' 0", Depth 3' 0", Diam 12' 0"

Assessment deadline: Monday, June 29, 2009

Lift required? No



Andrew's Raiders monument

CHATTANOOGA NATIONAL CEMETERY (Chattanooga, TN)

Date Erected: 1890

Material: Granite --Bronze

Type: Die, base & cap

Dimensions (if known): Height 9' 6", Width 9' 6", Depth 5' 6"

Assessment deadline: Friday, May 29, 2009

Lift required? No



German POWs

CHATTANOOGA NATIONAL CEMETERY (Chattanooga, TN)

Date Erected: 1935

Material: Granite

Type: Obelisk

Dimensions (if known): Height 9' 6", Width 3' 6", Depth 3' 6"

Assessment deadline: Monday, June 29, 2009

Lift required? No



Memorial Arch c. 1870

CHATTANOOGA NATIONAL CEMETERY (Chattanooga, TN)

Date Erected: c. 1870

Material: Limestone

Type: Architectural structure

Dimensions (if known): Height approx. 36' 0", Width approx. 25' 6" at base

Assessment deadline: Friday, May 29, 2009

Lift required? Yes



20th Army Corps

MARIETTA NATIONAL CEMETERY (Marietta, GA)

Date Erected: 1864

Material: Stone

Type: Obelisk

Dimensions (if known): Height 10' 0", Width 2' 2", Depth 2' 2"

Assessment deadline: Monday, June 29, 2009

Lift required? No



Memorial Arch, c.1870

MARIETTA NATIONAL CEMETERY (Marietta, GA)

Date Erected: c.1870

Material: Limestone

Type: Architectural structure

Dimensions (if known): Height approx. 36' 0", Width approx. 25' 6" at base

Assessment deadline: Friday, May 29, 2009

Lift required? Yes

**Wisconsin Monument**

MARIETTA NATIONAL CEMETERY (Marietta, GA)

Date Erected: 1/1/1925

Material: Granite

Type: Other

Dimensions (if known): Height 12' 0", Width 4' 0", Depth 2' 0"

Assessment deadline: Monday, June 29, 2009

Lift required? No

**Minnesota Monument**

NASHVILLE NATIONAL CEMETERY (Nashville, TN)

Date Erected: 1920

Material: Granite --Bronze

Type: Single figure

Dimensions (if known): Height 13' 0", Width 7' 0", Depth 4' 0"

Assessment deadline: Friday, May 29, 2009

Lift required? No



Hampton VA (total of 3 monuments)

Confederate Block #1, c.1870

HAMPTON NATIONAL CEMETERY (Hampton, VA)

Date Erected: c.1870

Material: Granite

Type: Block

Dimensions (if known): Height 0' 41", Width 0' 28", Depth 0' 18"

Assessment deadline: Monday, June 29, 2009

Lift required? No



Confederate Block #2, c. 1870

HAMPTON NATIONAL CEMETERY (Hampton, VA)

Date Erected: c. 1870

Material: Granite

Type: Block

Dimensions (if known): Height 0' 41", Width 0' 28", Depth 0' 18"

Assessment deadline: Monday, June 29, 2009

Lift required? No



Union Soldiers monument

HAMPTON NATIONAL CEMETERY (Hampton, VA)

Date Erected: 1868

Material: Granite

Type: Obelisk/column

Dimensions (if known): Height 65' 0", Width 19' 6", Depth 19' 6"

Assessment deadline: Friday, May 29, 2009

Lift required? Yes



Kansas (total of 4 monuments)

Chapel Fountain

LEAVENWORTH NATIONAL CEMETERY (Leavenworth, KS)

Date Erected: c. 1921

Material: Cast-metal

Type: Fountain

Dimensions (if known): Height approx. 8' 0"

Assessment deadline: Friday, May 29, 2009

Lift required? No



Thomas Brennan monument

LEAVENWORTH NATIONAL CEMETERY (Leavenworth, KS)

Date Erected: 1886

Material: Granite

Type: Pedestal

Dimensions (if known): Height 6' 0", Width 0' 30", Diam 0' 30"

Assessment deadline: Monday, June 29, 2009

Lift required? No



To soldiers who died for their country

LEAVENWORTH NATIONAL CEMETERY (Leavenworth, KS)

Date Erected: 1919

Material: Granite

Type: Obelisk

Dimensions (if known): Height 50' 0", Width 10' 0", Depth 10' 0"

Assessment deadline: Friday, May 29, 2009

Lift required? Yes



Union Confederate Monument

UNION CONFEDERATE MONUMENT SITE (Kansas City, MO)

Date Erected: 1911

Material: Granite --Bronze

Type: Obelisk

Dimensions (if known): Height 8' 0", Width 2' 8", Depth 2' 8"

Assessment deadline: Monday, June 29, 2009

Lift required? No



Louisiana & Mississippi (total of 2 monuments)

Massachusetts Monument

BATON ROUGE NATIONAL CEMETERY (Baton Rouge, LA)

Date Erected: 1909

Material: Granite --Bronze

Type: Obelisk

Dimensions (if known): Height 40' 0", Width 0' 38", Depth 0' 38"

Assessment deadline: Friday, May 29, 2009

Lift required? Yes



National Cemetery memorial

BILOXI NATIONAL CEMETERY (Biloxi, MS)

Date Erected: 5/1/1941

Material: Concrete

Type: Column

Dimensions (if known): Height 30' 0", Width 10' 0", Depth 10' 0"

Assessment deadline: Friday, May 29, 2009

Lift required? Yes



Louisville KY & Indiana (total of 8 monuments)

Booth (private headstone)

CAVE HILL NATIONAL CEMETERY (Louisville, KY)

Date Erected: c. 1900

Material: Granite

Type: Die and base

Dimensions (if known): Height approx. 6' 0", Width approx. 4' 0"

Assessment deadline: Monday, June 29, 2009

Lift required? No



Rousseau Monument

CAVE HILL NATIONAL CEMETERY (Louisville, KY)

Date Erected: 1897

Material: Granite

Type: Other

Dimensions (if known): Height 5' 6", Width 6' 0", Depth 4' 0"

Assessment deadline: Monday, June 29, 2009

Lift required? No



Unknown Union Soldiers

CAVE HILL NATIONAL CEMETERY (Louisville, KY)

Date Erected: 1914

Material: Granite

Type: Boulder

Dimensions (if known): Height 6' 3", Width 4' 8", Depth 1' 10", Diam 13' 0"

Assessment deadline: Monday, June 29, 2009

Lift required? No



Soldier's Monument

DANVILLE NATIONAL CEMETERY (Danville, IL)

Date Erected: 1917

Material: Granite --Marble --Concrete --Bronze --Stone

Type: Single figure

Dimensions (if known): Height 20' 0", Diam 30' 4"

Assessment deadline: Friday, May 29, 2009

Lift required? Yes



Soldier's Monument

MARION NATIONAL CEMETERY (Marion, IN)

Date Erected: 1914

Material: Granite --Bronze

Type: Multiple figures

Dimensions (if known): Height 10' 0", Width 5' 9", Depth 3' 1"

Assessment deadline: Friday, May 29, 2009

Lift required? No



USS Maine

MARION NATIONAL CEMETERY (Marion, IN)

Date Erected: 1901

Material: Concrete --Metal

Type: Other

Dimensions (if known): Height 6' 5", Width 3' 4", Depth 3' 2", Diam 0' 10"

Assessment deadline: Monday, June 29, 2009

Lift required? No

**Sundial**

ZACHARY TAYLOR NATIONAL CEMETERY (Louisville, KY)

Date Erected: 1930

Material: Marble --Bronze

Type: Other

Dimensions (if known): Height 3' 0", Width 2' 0", Depth 1' 0"

Assessment deadline: Monday, June 29, 2009

Lift required? No

**Zachary Taylor monument**

ZACHARY TAYLOR NATIONAL CEMETERY (Louisville, KY)

Date Erected: 1930

Material: Granite --Bronze

Type: Single figure

Dimensions (if known): Height 40' 0", Width 7' 6", Depth 7' 6", Diam 7' 6"

Assessment deadline: Friday, May 29, 2009

Lift required? Yes



Maine (total of 5 monuments)

GAR Monument

MT. PLEASANT CEMETERY (Augusta, ME)

Date Erected:

Material: Granite

Type: Die & base

Dimensions (if known):

Assessment deadline: Monday, June 29, 2009

Lift required? No



Union Soldiers who died in Augusta hospitals

MT. PLEASANT CEMETERY (Augusta, ME)

Date Erected: 1906

Material: Granite --Bronze

Type: Die & base

Dimensions (if known):

Assessment deadline: Monday, June 29, 2009

Lift required? No



Celtic Cross

TOGUS NATIONAL CEMETERY (Togus, ME)

Date Erected: 1930 --circa

Material: Granite

Type: Other

Dimensions (if known): Height approx. 15' 0" (base 2' 8" and cross 6' 0");

Assessment deadline: Monday, June 29, 2009

Lift required? No



Soldiers and Sailors 1889

TOGUS NATIONAL CEMETERY (Togus, ME)

Date Erected: 1889

Material: Stone

Type: Obelisk

Dimensions (if known): Height 25' 6", Width 10' 4", Depth 10' 3"

Assessment deadline: Friday, May 29, 2009

Lift required? Yes



Soldiers and Sailors 1916

TOGUS NATIONAL CEMETERY (Togus, ME)

Date Erected: 1916

Material: Marble --Concrete

Type: Other

Dimensions (if known): Height 10' 0", Width 6' 10.5", Depth 5' 11"

Assessment deadline: Friday, May 29, 2009

Lift required? No



New Jersey & York PA (total of 3 monuments)

Confederate Monument

FINN'S POINT NATIONAL CEMETERY (Salem, NJ)

Date Erected: 1910

Material: Granite --Concrete --Bronze

Type: Obelisk

Dimensions (if known): Height 85' 0", Width 21' 0", Depth 21' 0"

Assessment deadline: Friday, May 29, 2009

Lift required? Yes



Union Monument

FINN'S POINT NATIONAL CEMETERY (Salem, NJ)

Date Erected: 1879

Material: Marble

Type: Other

Dimensions (if known): Height approx. 20' 0"

Assessment deadline: Friday, May 29, 2009

Lift required? Yes



Soldier's monument

PROSPECT HILL CEMETERY, PA (York, PA)

Date Erected: 1874

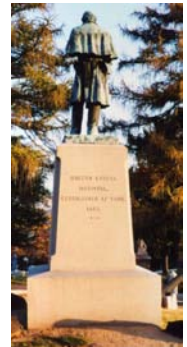
Material: Granite --Bronze

Type: Single figure

Dimensions (if known): Height 15' 7", Width 6' 0", Depth 6' 0"

Assessment deadline: Friday, May 29, 2009

Lift required? No



North Carolina (total of 7 monuments)

Connecticut Monument (15th Volunteers)

NEW BERN NATIONAL CEMETERY (New Bern, NC)

Date Erected: 1908

Material: Granite

Type: Obelisk

Dimensions (if known): Height 8' 0", Width 5' 0", Depth 5' 0"

Assessment deadline: Monday, June 29, 2009

Lift required? No



Massachusetts Monument

NEW BERN NATIONAL CEMETERY (New Bern, NC)

Date Erected: 1908

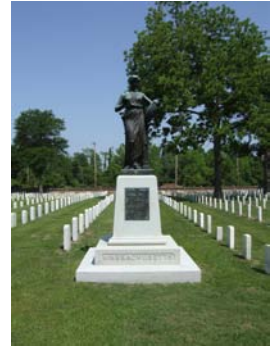
Material: Granite --Bronze

Type: Single figure

Dimensions (if known): Height 11' 4.5", Width 6' 11", Depth 6' 11", Diam 0' 0"

Assessment deadline: Friday, May 29, 2009

Lift required? No



New Jersey Monument

NEW BERN NATIONAL CEMETERY (New Bern, NC)

Date Erected: 1905

Material: Granite

Type: Single figure

Dimensions (if known): Height 22' 9", Width 7' 0"

Assessment deadline: Monday, June 29, 2009

Lift required? Yes



Rhode Island Monument

NEW BERN NATIONAL CEMETERY (New Bern, NC)

Date Erected: 1909

Material: Granite --Bronze

Type: Single figure

Dimensions (if known): Height 12' 8", Width 5' 5", Depth 5' 5"

Assessment deadline: Friday, May 29, 2009

Lift required? No



Maine Monument

SALISBURY NATIONAL CEMETERY (Salisbury, NC)

Date Erected: 1908

Material: Granite --Bronze

Type: Single figure

Dimensions (if known): Height 25' 0"

Assessment deadline: Friday, May 29, 2009

Lift required? Yes



Pennsylvania Monument

SALISBURY NATIONAL CEMETERY (Salisbury, NC)

Date Erected: 1910

Material: Granite --Marble --Bronze

Type: Other

Dimensions (if known): Height 40' 0", Width 6' 0", Depth 6' 0", Diam 24' 0"

Assessment deadline: Friday, May 29, 2009

Lift required? Yes

**Unknown Dead**

SALISBURY NATIONAL CEMETERY (Salisbury, NC)

Date Erected: 1876

Material: Granite

Type: Obelisk

Dimensions (if known): Height 50' 2", Width 18' 0", Depth 18' 0"

Assessment deadline: Friday, May 29, 2009

Lift required? Yes



South Carolina & Florida (total of 4 monuments)

Potter monument

BEAUFORT NATIONAL CEMETERY (Beaufort, SC)

Date Erected: 1870

Material: Marble --Brick

Type: Other

Dimensions (if known):

Assessment deadline: Monday, June 29, 2009

Lift required? No



Union Soldiers monument

BEAUFORT NATIONAL CEMETERY (Beaufort, SC)

Date Erected: 1870

Material: Granite

Type: Obelisk

Dimensions (if known): Height 22' 0", Width 5' 2", Depth 5' 2"

Assessment deadline: Friday, May 29, 2009

Lift required? Yes



Dade Pyramids (3), 1842

SAINT AUGUSTINE NATIONAL CEMETERY (St. Augustine, FL)

Date Erected: 1842

Material: Concrete

Type: Other

Dimensions (if known):

Assessment deadline: Friday, May 29, 2009

Lift required? No



Dade's Massacre

SAINT AUGUSTINE NATIONAL CEMETERY (St. Augustine, FL)

Date Erected: 1881

Material: Marble --Coquina stone

Type: Obelisk

Dimensions (if known): Height 20' 0", Width 6' 4", Depth 6' 4", Diam 25' 4"

Assessment deadline: Monday, June 29, 2009

Lift required? Yes



South Dakota (total of 2 monuments)

Battle Mountain Sanitarium

HOT SPRINGS NATIONAL CEMETERY (Hot Springs, SD)

Date Erected: 1914

Material: Marble --Stone

Type: Obelisk

Dimensions (if known): Height 32' 0", Width 10' 4", Depth 10' 4", Diam 41' 4"

Assessment deadline: Friday, May 29, 2009

Lift required? Yes



Squire Monument

HOT SPRINGS NATIONAL CEMETERY (Hot Springs, SD)

Date Erected: 1940

Material: Limestone --Concrete --Bronze

Type: Block

Dimensions (if known): Height 2' 28.5", Width 3' 0"

Assessment deadline: Monday, June 29, 2009

Lift required? No



St. Louis & SE Illinois (total of 4 monuments)

35th Division Water Fountain, 1952

JEFFERSON BARRACKS NATIONAL CEMETERY (St. Louis, MO)

Date Erected: 1952

Material: Concrete

Type: Other

Dimensions (if known):

Assessment deadline: Friday, May 29, 2009

Lift required? No



39th Missouri Infantry Regiment

JEFFERSON CITY NATIONAL CEMETERY (Jefferson City, MO)

Date Erected: 1873

Material: Limestone

Type: Obelisk

Dimensions (if known): Height 8' 0", Width 2' 9", Depth 2' 9", Diam 2' 9"

Assessment deadline: Friday, May 29, 2009

Lift required? No



Illinois State Soldiers and Sailors monument

MOUND CITY NATIONAL CEMETERY (Mound City, IL)

Date Erected: 1874

Material: Marble --Bronze

Type: Multiple figures

Dimensions (if known):

Assessment deadline: Friday, May 29, 2009

Lift required? Yes



Confederate POW Dead

NORTH ALTON CONFEDERATE CEMETERY (Alton, IL)

Date Erected: 1910

Material: Granite --Concrete --Bronze

Type: Obelisk/column

Dimensions (if known): Height 65' 0", Width 25' 0", Depth 25' 0"

Assessment deadline: Friday, May 29, 2009

Lift required? Yes



CONSERVATION
The Secretary of the Interior's
Proposed Historic Preservation Professional Qualification Standards

Published in June 20, 1997 in the Federal Register for public comment and although never finalized may be applied when hiring or contracting.

Department of the Interior
National Park Service
National Center for Cultural Resource
Stewardship & Partnerships
Heritage Preservation Services
Date last modified 6/12/97

Conservation is the practice of prolonging the physical and aesthetic life of prehistoric and historic material culture through documentation, preventive care, treatment, and research.

Standard for Conservator

(a) The applicant, employee, consultant, or advisor will have a graduate degree in Conservation or a graduate degree in a closely related field of study with a certificate in Conservation (see Academic Background for Conservation), **PLUS** a minimum of three (3) years of full-time professional experience applying the theories, methods, and practices of Conservation that enables professional judgments to be made about the identification, evaluation, documentation, or treatment of objects associated with historic and prehistoric properties in the United States and its Territories; **AND** products and activities that demonstrate the successful application of acquired proficiencies in the discipline to the practice of historic preservation (see [Documenting Professional Experience for Conservators](#)); **OR...**

(b) An undergraduate degree in Art History, or Natural or Physical Science, or another closely related field to Conservation (see Academic Background for Conservation), with an additional (3) years of full-time enrollment in an apprenticeship program equivalent to graduate studies in Conservation and supervised by a professional Conservator, **PLUS** a minimum of three (3) years full-time professional experience applying the theories, methods, and practices of Conservation that enables professional judgments to be made about the identification, evaluation, documentation or treatment of objects associated with historic and prehistoric properties in the United States and its Territories; **AND** products and activities that demonstrate the successful application of acquired proficiencies in the discipline to the practice of historic preservation (see [Documenting Professional Experience for Conservators](#)).

ACADEMIC BACKGROUND FOR CONSERVATOR

Closely related fields: Since Conservators tend to specialize in a particular class of objects, closely related fields will be diverse, and could include Art, Art Conservation, Art History, Architecture, Historic Preservation, Museum Studies, Chemistry, Physics, Engineering (or a related scientific field), Archeology, Anthropology, or other fields related to the conservation specialization. If a closely related field is being claimed, the degree in the closely related field

should be accompanied by a certificate in Conservation, or the completion of course work equivalent to that typically offered in graduate Conservation programs. This course work should include examination, documentation, and treatment of objects; history and technology of objects; and conservation science. In addition, such a program should include the completion of a two-semester internship.

Discipline specializations: Professional conservators specialize in the treatment and maintenance of a specific class of objects or materials, such as archeological artifacts, architectural elements or fragments, or collections, books, ceramics, glass, decorative arts, ethnographic objects, furniture, metals, paintings, paper, photographs, sculpture, and textiles. Some conservators have studied more than one specialty, and have accumulated experience which allows them to practice in several of these specialties (although they are often closely related, such as books, drawings, prints or paper; decorative arts and furniture; sculpture and archeological artifacts). In these cases, the time period that distinguishes the materials is often the specialty. Each of these specialties requires focused training and experience, since each represents unique problems which are not always necessarily shared with other materials or time periods. Hence, a professional conservator should be able to perform according to professional standards of practice within the claimed area of specialty and should be both capable and willing to recognize his or her limitations. The professional conservator, moreover, should be generally knowledgeable about the issues of other specialties and the benefit of effective communication among the specialties. A broad understanding of the general principles of the conservation discipline is paramount as well, particularly in the area of technological and philosophical concerns that govern the ethics of the profession.

A note on Conservation education: Many professional Conservators received their training by serving apprenticeships with professional Conservators. For some time, however, graduate conservation programs have been established in academic institutions; these require an internship in recognition of the critical importance of hands-on training and experience in preparing students for professional practice.

APPLYING THE STANDARD FOR CONSERVATOR

Documenting Professional Experience: A professional Conservator typically possesses specialized technical skills and has experience in the examination, analysis, documentation, treatment, and preventive care of a specific class, or classes, of objects.

Products and activities: Professional experience and expertise must be documented through “products and activities that demonstrate the successful application of acquired proficiencies in the discipline to the practice of historic preservation.” Products and activities that meet the appropriate Secretary’s Standards for Archeology and Historic Preservation may include:

- A portfolio of current and past conservation work, including written and photographic documentation.
- Reports of examination, condition, or treatment of objects.
- Publications, which might include articles in professional journals, monographs, books, or chapters in edited books, related to the care and treatment of objects.

- Presentations at regional, national, or international professional conferences, workshops or other educational venues related to the care and treatment of objects.
- Professional service on boards or committees of regional, national, or international professional organizations concerned with the conservation of objects.
- Awards, research grants, research fellowships, or invitations to teaching posts.

This list is not comprehensive. Furthermore, it should be understood that not all of these products and activities are needed in order to meet the Standard; rather, a combination of several products and activities would be more typical. If the applicant were documenting professional experience in one of the specializations, however, the majority of products and activities would naturally reflect that specialization.

ARCHEOLOGY AND HISTORIC PRESERVATION:
Secretary of the Interior's Standards and Guidelines
[As Amended and Annotated]
Professional Qualifications Standards
Effective on September 29, 1983.

The following requirements are those used by the National Park Service, and have been previously published in the Code of Federal Regulations, 36 CFR Part 61. The qualifications define minimum education and experience required to perform identification, evaluation, registration, and treatment activities. In some cases, additional areas or levels of expertise may be needed, depending on the complexity of the task and the nature of the historic properties involved. In the following definitions, a year of full-time professional experience need not consist of a continuous year of full-time work but may be made up of discontinuous periods of full-time or part-time work adding up to the equivalent of a year of full-time experience.

History

The minimum professional qualifications in history are a graduate degree in history or closely related field; or a bachelor's degree in history or closely related field plus one of the following:

1. At least two years of full-time experience in research, writing, teaching, interpretation, or other demonstrable professional activity with an academic institution, historic organization or agency, museum, or other professional institution; or
2. Substantial contribution through research and publication to the body of scholarly knowledge in the field of history.

Archeology

The minimum professional qualifications in archeology are a graduate degree in archeology, anthropology, or closely related field plus:

1. At least one year of full-time professional experience or equivalent specialized training in archeological research, administration or management;
2. At least four months of supervised field and analytic experience in general North American archeology, and
3. Demonstrated ability to carry 3. research to completion.

In addition to these minimum qualifications, a professional in prehistoric archeology shall have at least one year of full-time professional experience at a supervisory level in the study of archeological resources of the prehistoric period. A professional in historic archeology shall have at least one year of full-time professional experience at a supervisory level in the study of archeological resources of the historic period.

Architectural History

The minimum professional qualifications in architectural history are a graduate degree in architectural history, art history, historic preservation, or closely related field, with coursework in American architectural history, or a bachelor's degree in architectural history, art history, historic preservation or closely related field plus one of the following:

1. At least two years of full-time experience in research, writing, or teaching in American architectural history or restoration architecture with an academic institution, historical organization or agency, museum, or other professional institution; or

2. Substantial contribution through research and publication to the body of scholarly knowledge in the field of American architectural history.

Architecture

The minimum professional qualifications in architecture are a professional degree in architecture plus at least two years of full-time experience in architecture; or a State license to practice architecture.

Historic Architecture

The minimum professional qualifications in historic architecture are a professional degree in architecture or a State license to practice architecture, plus one of the following:

1. At least one year of graduate study in architectural preservation, American architectural history, preservation planning, or closely related field; or
2. At least one year of full-time professional experience on historic preservation projects.

Such graduate study or experience shall include detailed investigations of historic structures, preparation of historic structures research reports, and preparation of plans and specifications for preservation projects.

**Heritage Preservation Inc. Monument Assessment Form
for National Cemetery Administration Structures**

COVER PAGE

Assessor (sub-contractor to Heritage Preservation): _____

Company/Firm, if applicable: _____

Address: _____

Phone: _____

Fax: _____

Email: _____

1. Estimated Time to Complete Proposed Work (for treatment proposed on page 6)

a. Number of days to complete proposed work (include travel to and from site): _____

b. Are there any particular circumstances that should be taken into consideration when scheduling the work (e.g., weather or temperature): _____

2. Cost Estimate (for treatment proposed on page 6)

_____ **Personnel:** the hourly rate and estimated hours for each person involved in the treatment, including for initial testing, any necessary moving of the monument, conducting the treatment, and writing a report outlining future maintenance procedures for the monument.

_____ **Personnel Travel:** including all transportation, lodging, per diem.

_____ **Equipment Rental:** including any equipment to access the monument or move it from the site and number of days necessary.

_____ **Storage or Space Rental:** location needed to conduct the treatment if it cannot be done in situ.

_____ **Supplies or Materials**

_____ **ESTIMATE TOTAL**

To complete this form in Word, click on the grey check-boxes or place your cursor on grey fields to type in your response (they will expand to multiple lines if necessary). As you complete this form, please refer to the attached definitions.

3. Assessment Description

a. Date of Examination: _____

b. Weather During Examination (select all that apply):

- | | | | |
|--------------------------------|--------------------------------|-----------------------------------|-------------------------------|
| ☐ hot | ☐ warm | ☐ cool | ☐ cold |
| ☐ dry | ☐ humid | ☐ overcast | ☐ fog |
| ☐ sunny | ☐ rain | ☐ windy | ☐ snow |

4. Description (basic information filled in from NCA inventory)

a. Monument: (to be provided by Heritage Preservation)

b. Monument number: (to be provided by Heritage Preservation)

c. Location: (to be provided by Heritage Preservation)

e. Artist/Maker: (to be provided by Heritage Preservation)

f. Type: (to be provided by Heritage Preservation)

g. Date: (to be provided by Heritage Preservation)

h. Donor/Sponsor: (to be provided by Heritage Preservation)

i. Dimensions Taken During Inventory: (to be provided by Heritage Preservation)

j. Verify Dimensions:

Dimensions of primary monument:

Height: _____ Width: _____ Depth: _____ Diameter _____

Dimensions of base: _____

Height: _____ Width: _____ Depth: _____ Diameter _____

Dimensions of other structure, please specify _____

Height: _____ Width: _____ Depth: _____ Diameter _____

k. Orientation:

☐ north ☐ south ☐ east ☐ west ☐ unknown

l. Pedestal: ☐ Yes ☐ No

m. Base: ☐ Yes ☐ No

n. Ornament (select all that apply):

☐ urn ☐ sculpture ☐ cross ☐ plaque ☐ relief decoration
☐ incised decoration ☐ ornamental vase ☐ none
☐ other, please specify _____

o. Furniture (select all that apply):

☐ sculpture ☐ plaque ☐ immortelles ☐ container/vase ☐ none
☐ other, please specify _____

p. Carved Surfaces (select all that apply):

☐ front ☐ back ☐ top ☐ side panels ☐ end panels
☐ other, please specify _____

q. Material(s) Observed During Inventory: (to be provided by Heritage Preservation)

This form and definitions have been adapted from Cemetery Monument Conservation materials developed by the National Center for Preservation Technology and Training (Natchitoches, LA) and the Sample Cemetery Survey Form developed by the Texas Historical Commission (Austin, TX) and are used with their permission.

r. Verify Material(s) (select all that apply):

Type of material	Primary structure	Base	Ornament	Roof
Marble	☐	☐	☐	☐
Limestone	☐	☐	☐	☐
Granite	☐	☐	☐	☐
Slate	☐	☐	☐	☐
Sandstone	☐	☐	☐	☐
Schist	☐	☐	☐	☐
Wood	☐	☐	☐	☐
Cast Iron	☐	☐	☐	☐
Wrought Iron	☐	☐	☐	☐
Bronze	☐	☐	☐	☐
Zinc (White Bronze)	☐	☐	☐	☐
Lead	☐	☐	☐	☐
Other metal, please specify _____	☐	☐	☐	☐
Glass	☐	☐	☐	☐
Brick	☐	☐	☐	☐
Concrete	☐	☐	☐	☐
Terracotta	☐	☐	☐	☐
Other, please specify _____	☐	☐	☐	☐
Other, please specify _____	☐	☐	☐	☐

s. Coatings or Surface Finish (select all that apply):

Type of coating	Primary structure	Base	Ornament	Roof
Limewash	☐	☐	☐	☐
Cement Wash	☐	☐	☐	☐
Stucco	☐	☐	☐	☐
Modern Coating, please specify _____	☐	☐	☐	☐
Paint	☐	☐	☐	☐
Unknown	☐	☐	☐	☐
None	☐	☐	☐	☐
Other, please specify _____	☐	☐	☐	☐
Other, please specify _____	☐	☐	☐	☐

t. Photographs: take photographs of all angles of the monument and base, documenting all ornaments, types of materials and coatings, and label photographs accordingly.

5. Landscape Description

a. Landscape immediately surrounding monument (select all that apply):

- ☐ grass ☐ soil ☐ vegetation ☐ gravel/pebbles ☐ shell
☐ brick ☐ pavers ☐ asphalt ☐ concrete
☐ other, please specify _____

b. Landscape adjacent to monument (select all that apply):

- ☐ trees ☐ hedges ☐ plants ☐ ground covering/lawn
☐ walkways ☐ roadways
☐ other, please specify _____

c. Enclosure (select all that apply):

- ☐ curb ☐ wall ☐ fence ☐ hedge ☐ none
☐ other, please specify _____

d. Grade of slope: ☐ positive ☐ negative ☐ cross-sloped ☐ none

e. Degree of grade: if applicable, indicate degree on a scale of 0 low-3 high. _____

f. Photographs: take photographs of all aspects of the monument's siting and label photographs accordingly.

g. Siting Issues: if applicable, describe how the siting of the monument may be affecting its condition, e.g., erosion or evidence of damage to monument from visitors, lawn maintenance. Attach additional sheets as necessary.

6. Conditions

a. Conditions: in each box below, code conditions using 0=no deterioration, 1=slight deterioration, 2=moderate deterioration, 3=significant or total deterioration.

Conditions	Primary structure	Base	Surface finish	Ornament	Roof
Collapse			n/a		
Loss			n/a		
Fragmentation			n/a		
Disaggregation					
Erosion					
Cracking					
Exfoliation			n/a		
Efflorescence					
Finish detachment	n/a	n/a		n/a	n/a
Corrosion			n/a		
Bio-growth					
Vegetation					
Alterations					
Open/missing joints			n/a		
Soiling					
Graffiti					
Metallic staining					
Other, please specify					
Other, please specify					
Other, please specify					

b. Evidence of Visible Previous Repairs:

Repair	Primary structure	Base	Surface finish	Ornament	Roof
Adhesive repairs	☐	☐	☐	☐	☐
Replacement	☐	☐	☐	☐	☐
Portland cement	☐	☐	☐	☐	☐
Coatings	☐	☐	☐	☐	☐
Irons pins/braces	☐	☐	☐	☐	☐
Other, please specify	☐	☐	☐	☐	☐
Other, please specify	☐	☐	☐	☐	☐
Other, please specify	☐	☐	☐	☐	☐

c. Describe if and how previous treatments affect the current condition of the monument (attach additional sheets as necessary):

d. Conditions of carving:

☐ mint ☐ legible but worn ☐ mostly legible ☐ traces ☐ illegible
☐ underground

e. Overall Condition: in each box below, please code conditions using

0=structurally stable, decorative features, and finishes largely intact

1=structurally stable, significant or progressive loss of decorative features

2=significant threat to structure and/or total loss of decorative feature

3=structural failure

	Primary structure	Base	Surface finish	Ornament	Roof
Overall condition					

f. Overall Integrity: in each box below, please rank authenticity and retention of original fabric of the entire monument using

0=76% or more of original materials remain, or a minimal presence of tolerable replacement materials or alterations

1=51%-75% of original materials remain, or an obvious presence of tolerable replacement materials or alterations

2=26%-50% of original materials remain, or a significant presence of inappropriate replacement materials or alterations

3=25% or less of original materials remain, or an overwhelming presence of inappropriate replacement materials or alterations

	Primary structure	Base	Surface finish	Ornament	Roof
Overall integrity					

g. Photographs: take photographs of all condition issues with the monument, base, ornaments, surface finishes, and inscriptions, and label photographs accordingly.

h. Conditions Description: describe the overall condition of the monument including condition of base, ornaments, surface finishes, and inscriptions. Attach additional sheets as necessary.

7. Treatment Proposal

Describe proposed treatment for monument indicating alternative treatments if there are choices to be made, issues to be resolved (e.g., if treatment location is in/nearby burials), and copy of lab analysis, if applicable. Attach additional sheets as necessary.

Definitions (in the order they appear in form)

Pedestal: A support for a column, statue or urn consisting of a base, dado or die, and a cornice, surbase or cap. A pedestal has more tiers than a base.

Base: The lowest visible element of a monument that is above ground level.



Pedestal



Base

Ornament: Ornament is integral to the structure of the tomb or marker.

- **Urn:** A cylindrical container with a foot that is integral to the structure of the monument. It may be open or closed.
- **Sculpture:** Any masonry ornament integral to the structure of the monument, which is not a plaque, urn, or relief or incised decoration.
- **Cross:** A cross that is integral to the structure of the monument.
- **Plaque:** A thin, flat piece of cast metal applied to a monument.
- **Relief decoration:** Decorated carved relief above a background plane.
- **Incised decoration:** Decorated carved incision below a background plane.
- **Ornamental vase:** Vase that is integral to the structure of the monument.
- **None:** No ornament present on the monument.



Urn



Sculpture



Cross



Plaque



Relief decoration



Incised decoration



Ornamental Vase

Furniture: objects related to but not permanently attached to the monument.

- **Sculpture:** Any three-dimensional object not permanently attached to the monument. Sculpture may include urns, figures, crosses, etc.
- **Container/vase:** A container not permanently attached to the monument that holds flowers or other immortelles.
- **Plaque:** A commemorative tablet or medallion unattached to the monument.
- **Immortelles:** Temporary ephemeral offerings.



Sculpture



Container/vase



Plaque



Immortelles

Primary structure: The portion of the monument that contains the inscription.

Base: The lowest element of the monument that supports the primary structure.

Surface finish: The stucco, concrete, and/or paint applied to the surface of the monument.

Ornament: Decorative elements that are an integral part of the monument. These include most urns, crosses, sculpture, plaques, and all relief and incised decoration.

Roof: The top covering of a tomb. (Note: this applies only to the mausoleum.)

Types of material:

- **Marble:** A hard usually white rock with visible crystals that fizzes with a drop of vinegar. This metamorphic rock contains calcium and is usually polished.
- **Limestone:** This medium to soft rock consists mainly of calcium or magnesium carbonate often containing fossil remains. May be cream, tan or dark gray. It also fizzes with vinegar or other acids.
- **Granite:** This igneous rock has visible medium to large crystals, usually grey in color but commonly found in pink, red, or black.
- **Slate:** A fine-grained metamorphic rock, with naturally smooth finish that tends to separate along bedding planes, commonly a grayish color.
- **Sandstone:** (also known as brownstone) A sedimentary rock consisting of sand consolidated with binder, porous and easily worked, and susceptible to separating.
- **Schist:** Metamorphic rock with banded layer and medium crystals, color is streaky, silver, black, white, and green.
- **Wood:** Produced from trees, this material is used commonly in fences and markers, deteriorates much more quickly than stone.
- **Cast Iron:** An iron-based metal that is fabricated in sections and bolted together, cast in a mold allowing for greater detail. Sections are usually bolted together.

- **Wrought Iron:** An iron based metal that is shaped by forging allowing for more delicate pieces, lighter than cast iron.
- **Bronze:** A copper and tin metal alloy that usually forms a brown or possibly green patina.
- **Zinc (White Bronze):** Cast metal that has a bluish color and is very durable.
- **Lead:** A soft malleable metal with several historical uses including to hold fence pieces together or in place, to shim stones, and cast in sculpture.
- **Glass:** Commonly found as windows in mausoleums, may be leaded or stained glass.
- **Brick:** A solid masonry unit of clay or shale molded into a rectangular shape while plastic and burnt in a kiln. Usually red, salmon, or red-orange colored. Used in foundations for markers and construction of monuments, historically pointed with lime-based mortar although if it was repointed a Portland based mortar possibly (and incorrectly) used.
- **Concrete:** A hard, compact material consisting of cement mortar, sand aggregate, gravel and water. Usually gray or white, although may be colored. Used in construction and markers themselves, concrete markers often with a less refined appearance.
- **Terracotta:** A hard semifired waterproof ceramic clay usually brownish orange in color.

Types of Coatings:

- **Limewash:** A thin exterior coating of calcium or magnesium carbonate (lime) and water. Usually white, although may be tinted.
- **Cement wash:** A thin exterior coating of cement harder and more durable than limewash.
- **Stucco:** A plaster made of lime, cement and sand used for surface finishes and decorative work.
- **Modern coating:** A thin exterior coating based on oil or emulsion.
- **Paint:** pigment suspended in liquid used to coat a surface.

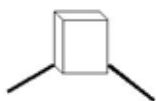
Landscape: The setting surrounding the monument.

Enclosure: A curb, wall or fence separating a monument from the remainder of the cemetery.

- **Curb:** A low edging that surrounds the plot and is six inches high or less.
- **Wall:** A structure that surrounds the plot and is greater than six inches in height.
- **Fence:** A metal enclosure that surrounds the plot.

Grade slope: The slope of the land on which the monument lies.

- **Positive:** The tomb or marker is at the top of a rise.
- **Negative:** The tomb or marker is at the bottom of a rise.
- **Cross-slope:** The tomb or marker intersects a slope.
- **None:** The tomb or marker is on flat ground.



Positive slope



Negative slope



Cross-slope



No slope

Degree of slope: Scale from 0 (low) to 3 (high). (If there is no slope, indicate n/a.)

Conditions: Indicate degree of deterioration for the primary structure, base, surface finish, ornament and roof.

0 = no deterioration

1 = slight deterioration

2 = moderate deterioration

3 = significant or total deterioration

Forms of deterioration include:

- *Collapse*: Complete or partial failure of the structure.
- *Loss*: Absence of all or a portion of the original fabric.
- *Fragmentation*: Fragments from a monument that have dissociated from the original fabric.

The monument no longer reads as a whole.

- *Disaggregation*: The loss of granular material when a masonry unit is touched or rubbed.
- *Erosion*: The gradual surface loss of material and/or detail caused by weathering that results in an overall granular texture.
- *Cracking*: Fractures of various lengths on the surface material that have not developed into fragments. Indicates structural damage.
- *Exfoliation*: Loss of material along the surface of a masonry unit (especially in brick).
- *Efflorescence*: White, crystalline surface deposits caused by the presence of water-soluble salts.
- *Finish detachment*: The failure of surface finish attachment to masonry resulting in flaking, peeling or complete loss of material.
- *Corrosion*: Surface oxidation of metals resulting in color, texture and dimensional changes.
- *Bio-growth*: Growth of microflora (usually algae, fungi or lichen) on the surface of the monument.
- *Vegetation*: Growth of macro plant forms (ivy, moss, grass, vines, etc.) or their roots.
- *Alterations*: Intentional modifications to the original fabric.
- *Open/missing joints*: Loss or deterioration of mortar between masonry units.
- *Soiling*: Surface deposits usually dark in color that are caused by moisture, pollution or anthropogenic origins (bird droppings, paint, visible footprints or cat scratches, etc.).
- *Graffiti*: Intentionally inscribed or applied markings, often the result of vandalism but may also occur from gravestone rubbings.
- *Metallic staining*: Colored stains on masonry units caused by the corrosion of metals.

Previous Visible Repairs

- *Adhesive repairs*: repairs to the stone with epoxy or some other adhesive have not been cleaned off the surface following repairs (may have turned a butterscotch color because of ultraviolet light).
- *Replacement*: total replacement of the original stone which can be determined by the date of death or the newness of the stone.
- *Portland cement*: a hard gray material improperly used to repair gravestones or encase fragments (this material is commonly used to construct sidewalks and foundations of buildings).
- *Coatings*: used on some stones to extend the life of the material; however, most coatings are not appropriate (limestone and marble with a shiny or milky finish probably have a coating on them).
- *Iron pins/braces*: improper method to secure pieces of stone together or to support the stone which usually results in the iron rusting and staining the stone.

Condition of Carving:

Mint: carving is in perfect condition, as though it was just carved.

Legible but worn: carving shows some wear but can be read.

Mostly legible: carving is difficult to read without directing light across the surface with the aid of a mirror or a flashlight.

Traces: parts of the carving are visible but difficult to read or to determine the whole design.

Illegible: none of the carving can be read.

Underground: stone is laying face down or buried so carving cannot be read.

Photography:

As specified in the form, include thorough photo documentation of the monument. Images are required to be:

- in digital format (JPEG preferred but TIFF accepted),
- in color,
- a minimum of 2600 x 3600 pixels (use the highest quality the camera will allow; plan for extra memory if necessary),
- submitted on disk (CD or DVD).

Each image file should be title with the monument number, brief description of the feature or damage shown, and location of the detail. For example, "00898-00002 metallic staining on base." Attach a key if necessary.

All photographs taken for NCA assessments are considered to be done as work for hire and deemed property of the Department of Veteran's Affairs. Please complete the attached photograph release form, keep a copy for your records, and return it with the assessment report to: Kristen Laise, Heritage Preservation, 1012 14th St. NW, Suite 1200, Washington, DC 20005, fax: 202-233-0807, e-mail: klaise@heritagepreservation.org.

Visual Release Authorization

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