

TOWN OF PLYMOUTH
PROCUREMENT DIVISION
11 LINCOLN STREET
PLYMOUTH, MASSACHUSETTS 02360

BID 21503, GRAVESTONE CONSERVATION AND RESTORATION

Issued:	December 19, 2014
Pre-Bid:	December 29, 2014, at 2:00 p.m.
Due:	January 22, 2015

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BID FORMS

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TOWN OF PLYMOUTH
11 Lincoln Street
Plymouth, Massachusetts 02360

December 19, 2014

INVITATION FOR BID 21503

A. INVITATION

Sealed bids are requested by the Town of Plymouth gravestone conservation and restoration in Burial Hill.

Specifications and bid forms are available online at http://www.plymouth-ma.gov/public_documents/PlymouthMA_currentbids/ and in the Procurement Office, 11 Lincoln St, Plymouth, MA, 02360. The office hours are M-F 7:30 a.m.-4:00 p.m. Call first for availability at 508-747-1620 x210.

Bids are to be submitted by 11:00 a.m., Thursday, January 22, 2015, at which time they will be publicly opened and read. Postmarks will not be considered. All bids must be sealed and made upon forms furnished by the Procurement Division. Bids submitted on any other form will not be accepted as valid bids. Envelopes should be clearly marked "Bid 21503, Gravestone Restoration."

All bids are subject to the provisions of M.G.L. Chapter 30, §39M, and these bid and contract documents.

Contract Period:

The agreement shall be for the period as specified in the agreement. Time is of the essence with regard to completion of the Work required by the Contract and the work is to be completed by June 1, 2016.

Burial Hill Restoration is a three-phase project and the Successful Bidder will be precluded from bidding on successive phases if this phase hasn't been completed before the next phase is bid.

Rule for Award:

The contract will be awarded to the responsive, responsible and eligible bidder offering the lowest total bid price, including alternates, if any, selected by the Town.

Bid Deposit:

Bid deposit is required in the amount of five percent (5%) of the total amount of the bid, including any and all alternates. Such bid deposit shall be in the form of a Cashier's, Certified, or Bank Treasurer's check payable to the Town of Plymouth or a bid bond from a licensed surety company qualified to do business in the Commonwealth of Massachusetts and satisfactory to the Town. All bid deposits except for those of the three lowest responsible and eligible bidders shall be returned within seven days of contract award. The remaining bid deposits will be returned upon execution of a contract and presentment of all bonds by the successful low bidder.

Pre-Bid Conference:

Any person interested in submitting a bid is encouraged to inspect the site of the work. Arrangements have been made for such inspections on Monday, December 29, 2014, at 2:00 p.m. All participants should meet in the parking lot on South Russell Street next to Burial Hill. All inspections are to be completed during that time. Notwithstanding whether a bidder performs such an inspection, each bidder shall be deemed to have done so, and to be aware of any and all matters that are reasonably discernable from such an inspection.

MA Highway: N/A

Prevailing Wage Rates: N/A

Labor and Materials Bond:

This bid is subject to Section 39M of Chapter 30 and Sections 26 to 27G and Section 29 of Chapter 149 of the Massachusetts General Laws as amended, including the requirement for a payment bond. The successful bidder must furnish a bond in an amount of One Hundred Percent (100%) of the total contract price for payment of labor performed or furnished and material used or employed therein, payable to the Town of Plymouth, issued by a responsible surety company qualified to do business in the Commonwealth of Massachusetts and satisfactory to the Town, the premiums of which are to be paid by the Contractor and included in the bid price.

Performance Bond:

The successful bidder must furnish a One Hundred Percent (100%) Construction performance Bond, payable to the Town of Plymouth, issued by a responsible surety company qualified to do business in the Commonwealth of Massachusetts and satisfactory to the Town, the premiums of which are to be paid by the Contractor and included in the bid price.

GENERAL INFORMATION

A. GENERAL CONDITIONS

1. All bids shall be based on the quantities set forth in the Invitation for Bid. These quantities shall be used as a basis for comparison of the bids. The quantities are based on estimates of the work to be performed during the term of this Contract; however, the Town does not expressly or by implication agree or warrant that the actual amount of work will correspond with such estimates and the Town reserves the right to increase or decrease the amount of any class or portion of the work as it may deem necessary, without change of price per unit, which unit prices shall be used for increases and decreases (credits) for adjustments in the quantity of work required.
2. The Town of Plymouth reserves the right to reject all bids, to waive informalities, to advertise for new bids and, if the Invitation for Bids states that more than one contract may be awarded, to split awards as may be deemed to be in the best interests of the Town. The contract or contracts will be awarded by the Town within thirty (30) business days after opening bids. The Town reserves the right to require samples of materials for inspection and testing.
3. All words, signatures and figures submitted on the bid shall be in ink. Bids which are conditional, obscure or which contain additions not called for, erasures, alterations or irregularities, or any prices which contain abnormally high or low prices for any item, may be rejected. More than one bid from the same bidder will not be considered.
4. Each bid is subject to Section 39M of Chapter 30 and Sections 26 to 27G and Section 29 of Chapter 149 of the Massachusetts General Laws as amended, including but not limited to the following:

a. Prevailing Wage Rates

Prevailing wage rates as determined by the Commissioner of Labor and Industries must be paid on this contract. A copy of said rates is contained herein. Each Contractor and subcontractor shall preserve its payroll records for a period of three (3) years from this date of completion of the contract, and shall furnish to the Owner within fifteen (15) days of completion of its portion of the work a statement of compliance, a copy of which is enclosed herein. In addition, each contractor and/or subcontract must submit a copy of their weekly payroll records to the Town Manager's Office on a weekly basis. A copy of the Weekly Payroll Report Form that is to be used in also included herein.

Prevailing wage rates will be updated annually; however, the contractor shall not be entitled to any additional compensation on account of any adjustments in such rates.

b. Performance Bond

The successful bidder must furnish a Construction Performance Bond, payable to the Town of Plymouth, issued by a responsible

surety company qualified to do business in the Commonwealth of Massachusetts and satisfactory to the Town, the premiums of which are to be paid by the Contractor and included in the bid price.

c. Payment Bond

The successful bidder must furnish a bond for payment of labor performed or furnished and material used or employed therein, payable to the Town of Plymouth, issued by a responsible surety company qualified to do business in the Commonwealth of Massachusetts and satisfactory to the Town, the premiums of which are to be paid by the Contractor and included in the bid price.

5. Each bid shall be accompanied by a bid deposit in the amount of 5 percent of the total bid price, including any alternates. Such bid deposit shall be in the form of a cashier's check, certified check, or bank treasurer's check payable to the Town of Plymouth or a bid bond from a licensed surety company qualified to do business in Massachusetts and satisfactory to the Town. Failure to include this bid deposit will result in the rejection of the bid. Such deposits will be returned to all except the three lowest responsible and eligible bidders within seven (7) days of contract award. The remaining bid deposits will be returned after the Town and the successful bidder have executed the Contract, and such bidder has furnished all required bonds. In case of default, the bid deposit shall be forfeited to the Town.
6. The successful bidder shall comply with all applicable federal, state, and local laws and regulations.
7. The Town's policy on awarding bids to bidders with identical prices states: "When bids for goods and services are requested and received by the Town, the award is made to the lowest responsive and responsible bidder. If two or more bid prices are identical and all tied bidders are responsive and responsible, an award will be made according to the first of these three conditions to apply:
 1. Past service to the Town; if one of the tied bidders has provided this or similar service in a satisfactory manner in the past, it will be awarded to that bidder;
 2. A bidder based in Plymouth
 3. Random selection - flip of a coin or drawing of more than two are tied."

Each bidder, by submitting a bid, agrees to the above policy and its use in the event of a tie.

8. Purchases made by the Town are exempt from sales taxes and bid prices must exclude any such taxes. Tax exemption certificates will be furnished upon request.
9. Oral orders are not binding on the Town and deliveries made or work done without formal Purchase Order or Contract are at the risk of the Seller or Contractor and may result in an unenforceable claim.
10. "Equal" - An item "equal" to that named or described in the specifications of the contract may be furnished by the Contractor

and the naming of any commercial name, trademark, item or manufacturer not mentioned by name or as limiting competition, but shall establish a standard of equality only. An item shall be considered equal to the item so named or described if (1) it is at least equal in quality, durability, appearance, strength and design, (2) it will perform at least equally the function imposed by the general design for the work being contracted for or the material being purchased, and (3) it conforms substantially, even with deviations, to the detailed requirements for the item in the specifications. The name and identification of all materials other than the one specifically named shall be submitted to the Town for approval, prior to purchase, use or fabrication of such items. Subject to the provisions of Section 39J of Chapter 30 of the Massachusetts General Laws, approval shall be at the sole discretion of the Town, shall be in writing to be effective, and the decision of the Town shall be final. The Town may require tests of all materials so submitted to establish quality standards at the Contractor's expense. All directions, specifications and recommendations by manufacturers for the installation, handling, storing, adjustment and operation of their equipment shall be complied with; responsibility for proper performance shall continue to rest with the Contractor.

For the use of material other than the one specified, the Contractor shall assume the cost of and responsibility for satisfactorily accomplishing all changes in the work as shown or as necessary. If no manufacturer is named, the Contractor shall submit the product for intended use for approval of the Town.

Except as otherwise provided for by the provisions of Section 39J of Chapter 30 of the Massachusetts General Laws, the Contractor shall not have any right of appeal from the decision of the Town condemning any materials furnished if the Contractor fails to obtain the approval for substitution under this clause. If any substitution is more costly, the Contractor shall pay for such costs.

11. No charges will be allowed for packing, crating, freight, express, transportation, shipping or cartage. Delivery location shall be as specified in the Contract or on the Purchase Order.
12. In addition to any other rights, remedies, and warranties available to the Town: The Contractor warrants that its work shall be free of defects in materials and workmanship for a period of one year from the date of final completion/acceptance, and shall replace, repair or make good, without costs to the Town, defects or faults arising within such one (1) year period.
13. The Contractor shall not discriminate against any person on the grounds of race, color, marital status, physical disability, age, sex, sexual orientation, religion, ancestry, or national origin in any manner prohibited by the laws of the United States, the Commonwealth, or the Town of Plymouth.
14. If funds under G.L. c. 90 are used to pay for any of the Work, a Price Adjustment clause for Hot Mix Asphalt Mixtures shall apply to the contract. (If such funds are not used, this provision

shall not apply.) Municipalities are required to include price adjustment clauses for diesel fuel, gasoline, liquid asphalt, Portland cement concrete, structural steel and reinforcing steel in the bid documents of all construction contracts funded by the Massachusetts Chapter 90 Program.

This provision applies to all hot mix asphalt mixtures containing liquid asphalt.

The base price of liquid asphalt on the project will be a fixed price based on the date of bid opening per ton, which includes State Tax.

The price adjustment will be based on the variance in price for the liquid asphalt component only from the base price to the Period Price. It shall not include transportation or other charges.

The Period Price for Hot Mix Asphalt for a two month period (FOB Terminal) will be determined and published by the Massachusetts Highway Department (www.mhd.state.ma.us) by averaging the prices posted at the beginning, middle, and end of each two month period by two or more suppliers.

The contract price of the hot mix asphalt mixture will be paid under the respective item in the contract. The price adjustment, as herein provided, upward and downward, will be made as work is performed, using the most recent previous price adjustment Item until the applicable Period Price is established.

The asphalt content for hot mix asphalt mixtures shall be 5.5% (0.055) by weight regardless of percentages established by the Job Mix Formula as described in Material Section M3.11.03 of the Standard Specification.

The price adjustment will be a separate payment item. It will be determined by multiplying the number of tons of hot mix asphalt placed during each previous two month period by asphalt content percentage (0.055) times the variance in price between base price and Period Price of asphalt.

No price adjustment will be allowed beyond the completion date of the contract, unless there is an approved extension of time by the municipality.

B. CONTRACT AWARD

Award of this bid will be made to the bidder who offers the lowest price(s) and who is deemed responsive, responsible and eligible. Determination of responsiveness and responsibility and eligibility shall be based solely on the following criteria:

1. Bidders will be deemed responsive if they complete all required forms as included in the attached bid form package to the satisfaction of the Town.

2. A bidder will be deemed responsible and eligible if:
 - (1) its bid is the lowest of those bidders possessing the skill, ability and integrity necessary for the faithful performance of the work;
 - (2) it shall certify, that he is able to furnish labor that can work in harmony with all other elements of labor employed or to be employed in the work;
 - (3) it shall also certify that all employees to be employed at the worksite will have successfully completed a course in construction safety and health approved by the United States Occupational Safety and Health Administration that is at least 10 hours in duration at the time the employee begins work and who shall furnish documentation of successful completion of said course with the first certified payroll report for each employee;
 - (4) where the provisions of section 8B of chapter 81 apply, the bidder shall have been determined to be qualified thereunder; and
 - (5) if the bidder obtains within 10 days of the notification of contract award the security by bond required under section 29 of chapter 149.

3. Bidders will be required to demonstrate they have the following experience by providing a description of work, names, and contact information as proof of:
 - a. At least five (5) years experience with successfully completed, comparable stone conservation projects;
 - b. Successful restoration of grave and non-grave markers in at least two (2) National Register-listed cemeteries;
 - c. Successful restoration of six (6) or more granite objects, including 1-5 granite grave markers;
 - d. Successful restoration of six (6) or more slate objects, including 1-5 slate grave markers;
 - e. Successful restoration of one (1) or more marble grave marker.

C. INSURANCE REQUIRMENTS

1. The Contractor shall carry and continuously maintain until completion of the Contract, insurance as specified below and in such form as shall protect him performing work covered by this Contract, or the Town of Plymouth and its employees, agents and officials, from all claims an liability for damages for bodily injury, including accidental death, and for property damage, which may arise from operations under this Contract. The Contractor covenants and agrees to hold the Town and its employees, agents and officials harmless from loss or damage due to claims for personal injury and/or property damage arising from, or in connection with operations under this Contract.

2. Except as otherwise stated, the amounts of such insurance shall be for each policy, not less than:

- 1) General Liability of at least \$1,000,000 Bodily Injury and Property Damage Liability, Combined Single Limit with a \$3,000,000 Annual Aggregate Limit. **The Town shall be named as an "Additional Insured"**.
Products and Completed Operations should be

maintained for up to 3 years after the completion of the project.

2) Automobile Liability of at least \$1,000,000 Bodily Injury and Property Damage per accident. **The Town shall be named as an "Additional Insured".**

3) Workers' Compensation Insurance as required by law.

4) Umbrella Liability of at least \$2,000,000/occurrence, \$2,000,000/aggregate. **The Town shall be named as an Additional Insured.**

3. All policies shall be so written that the Owner will be notified of cancellation or restrictive amendment at least fifteen (15) days prior to the effective date of such cancellation or amendment. A certificate from the Contractor's Insurance Carrier showing at least the coverage and limits of liability specified above and expiration date shall be filed with the Owner before operations are begun.

4. Such certificates shall not merely name the types of policy provided, but shall specifically refer to this Contract and shall state that such insurance is required by this Contract. The Contractor shall make no claims against the Town of Plymouth or its officers for any injury to any of his officers or employees or for damage to its trucks or equipment arising out of work contemplated by this Contract.

5. The Contractor shall, to the maximum extent permitted by law, indemnify and save harmless the Town of Plymouth, its officers, agents and employees from and against any and all damages, liabilities, actions, suits, proceedings, claims demands, losses, costs and expenses (including reasonable attorney's fees) that may arise out of or in connection with the work being performed or to be performed by the Contractor, his employees, agents, sub-contractors or materialmen. The existence of insurance shall in no way limit the scope of this indemnification. The Contractor further agrees to reimburse the Town of Plymouth for damage to its property caused by the Contractor, his employees, agents, sub-contractors or materialmen, including damages caused by his, its or their use of faulty, defective or unsuitable material or equipment, unless the damage is caused by the Town of Plymouth's gross negligence or willful misconduct.

D. WITHDRAWAL OF BIDS

Except as hereinafter expressed provided, once a bid is submitted and received by the town, the bidder agrees that he may not and will not withdraw it within thirty (30) days (Saturdays, Sundays, and legal holidays excluded) after the actual date of the opening of proposals.

Upon proper written request and identification, bids may be withdrawn only as follows:

- a. at any time prior to the designated time for the opening of proposals;

b. after the designated time for the opening of bids, a bid may be withdrawn only after a contract has been signed by the successful general bidder and Owner and such bidder has furnished all required bonds. Otherwise, a bidder withdrawing its bid after such designated time shall forfeit its bid deposit.

Unless a bid is withdrawn as provided above, the bidder agrees that its bid shall be deemed open for acceptance until a contract has been executed with the low bidder and such bidder has furnished all required bonds, or until the town notifies the bidder in writing that his bid is rejected or that the town does not intend to accept it, or returns his bid deposit. Notice of acceptance of a bid shall not constitute rejection of any other bid.

E. BID STATUS INFORMATION

Addenda: If you received bid documents directly from the Town, and provided the Town with an address for delivery of addenda, the Town intends to deliver a copy of each addendum to you at such address, but the Town shall not be responsible for any failure of a bidder to receive any addenda. Notwithstanding the foregoing, bidders are solely responsible to check for and confirm their receipt of any addenda in advance of the bid deadline.

Bid results will be available over the Internet at http://www.plymouth-ma.gov/public_documents/PlymouthMA_currentbids/
Bid results will not be provided over the phone.

Notification of award of contract will be mailed to all bidders.

F. BID QUESTIONS

Please contact Pamela D. Hagler, Procurement Officer, at 508-747-1620 ext. 107, if you have any questions on the bid process. Questions regarding the project or the specifications must be submitted in writing and faxed to 508-830-4133 or emailed to phagler@townhall.plymouth.ma.us. At the discretion of the Town, questions will be answered by written addenda. Bidders may not rely upon oral responses to questions, and may rely solely upon written addenda, if any.

SPECIAL CONDITIONS

EQUIPMENT:

THE CONTRACTOR SHALL FURNISH EQUIPMENT WHICH WILL BE EFFECTIVE, APPROPRIATE AND LARGE ENOUGH TO SECURE A SATISFACTORY QUALITY OF WORK AND A RATE OF PROGRESS WHICH WILL ENSURE THE COMPLETION OF THE WORK WITHIN THE TIME STIPULATED IN THE BID FORM. IF AT ANY TIME SUCH EQUIPMENT APPEARS TO THE TOWN TO BE INEFFICIENT, INAPPROPRIATE OR INSUFFICIENT FOR SECURING THE QUALITY OF WORK REQUIRED OR FOR PRODUCING THE RATE OF PROGRESS AFORESAID, HE/SHE MAY ORDER THE CONTRACTOR TO INCREASE THE EFFICIENCY, CHANGE THE CHARACTER OR INCREASE THE EQUIPMENT, AND THE CONTRACTOR SHALL CONFORM TO SUCH ORDER. THE GIVING OR FAILURE TO GIVE SUCH ORDER BY THE TOWN SHALL IN NO WAY RELIEVE THE CONTRACTOR OF HIS/HER OBLIGATIONS TO SECURE THE QUALITY OF THE WORK AND RATE OF PROGRESS REQUIRED.

WORK HOURS:

NORMAL WORK HOURS WILL MEAN UP TO FIVE (5) 8-HOUR DAYS, MONDAY THROUGH FRIDAY. IN ORDER TO WORK HOURS NOT WITHIN THIS SPAN FOR THE CONTRACTOR'S BENEFIT, HE/SHE SHALL REQUEST A WRITTEN AUTHORIZATION TO BE APPROVED BY THE TOWN. FOR WORK OUTSIDE THE NORMAL DAY, WORK ON SATURDAYS, SUNDAYS, OR LEGAL HOLIDAYS, IF ANY WORK BEYOND THE NORMAL DAY IS TO BE PERFORMED, THE CONTRACTOR WILL RECEIVE NO EXTRA PAYMENT, AND COMPENSATION FOR SUCH WORK SHALL BE CONSIDERED AS HAVING BEEN INCLUDED IN THE PRICES AS STIPULATED FOR THE APPROPRIATE ITEMS OF WORK AS LISTED IN THE BID.

APPROVAL OF MATERIALS:

ONLY NEW MATERIALS AND EQUIPMENT SHALL BE INCORPORATED IN THE WORK. ALL MATERIALS AND EQUIPMENT FURNISHED BY THE CONTRACTOR SHALL BE SUBJECT TO THE INSPECTION AND APPROVAL OF THE TOWN, PROVIDED THAT ANY APPROVAL OR LACK OF APPROVAL SHALL NOT RELIEVE CONTRACTOR OF ITS OBLIGATIONS HEREUNDER. NO MATERIALS SHALL BE DELIVERED TO THE WORK SITE WITHOUT PRIOR APPROVAL OF THE TOWN.

THE CONTRACTOR SHALL SUBMIT DATA AND SAMPLES SUFFICIENTLY EARLY TO PERMIT CONSIDERATION AND APPROVAL BEFORE MATERIALS ARE NECESSARY FOR INCORPORATION IN THE WORK. ANY DELAY OF APPROVAL RESULTING FROM THE CONTRACTOR'S FAILURE TO SUBMIT SAMPLES OR DATA PROMPTLY SHALL NOT BE USED AS A BASIS OF A CLAIM AGAINST THE TOWN.

SUBSTITUTES OF APPROVED "OR-EQUAL" ITEMS:

WHENEVER MATERIALS OR EQUIPMENT ARE SPECIFIED OR DESCRIBED IN THE CONTRACT DOCUMENTS BY USING THE NAME OF A PROPRIETARY ITEM OR THE NAME OF A PARTICULAR SUPPLIER THE NAMING OF THE ITEM IS INTENDED TO ESTABLISH THE TYPE, FUNCTION AND QUALITY REQUIRED. MATERIALS OR EQUIPMENT OF OTHER SUPPLIERS MAY BE ACCEPTED BY THE TOWN IF SUFFICIENT INFORMATION, AS DETERMINED BY THE TOWN, IS SUBMITTED BY CONTRACTOR TO ALLOW TOWN TO DETERMINE THAT THE MATERIAL OR EQUIPMENT PROPOSED IS (1) AT LEAST EQUAL IN QUALITY, DURABILITY, APPEARANCE, STRENGTH AND DESIGN TO THE MATERIAL OR EQUIPMENT NAMED, (2) IT WILL PERFORM AT LEAST EQUALLY THE FUNCTION IMPOSED BY THE GENERAL DESIGN FOR THE WORK BEING CONTRACTED FOR OR THE EQUIPMENT OR MATERIAL BEING PURCHASED, AND (3)

IT CONFORMS SUBSTANTIALLY, EVEN WITH DEVIATIONS, TO THE DETAILED REQUIREMENTS FOR THE EQUIPMENT OR MATERIAL IN THE SPECIFICATIONS. THE PROCEDURE FOR REVIEW BY TOWN WILL INCLUDE THE FOLLOWING: REQUESTS FOR REVIEW OF SUBSTITUTE ITEMS OF MATERIAL AND EQUIPMENT WILL NOT BE ACCEPTED BY TOWN FROM ANYONE OTHER THAN CONTRACTOR. IF CONTRACTOR WISHES TO FURNISH OR USE A SUBSTITUTE ITEM OF MATERIAL OR REQUIREMENT, CONTRACTOR SHALL MAKE WRITTEN APPLICATION TO TOWN FOR ACCEPTANCE THEREOF CERTIFYING THAT THE PROPOSED SUBSTITUTE SATISFIES THE CRITERIA STATED ABOVE. THE APPLICATION WILL CERTIFY THAT THE EVALUATION AND ACCEPTANCE OF THE PROPOSED SUBSTITUTE WILL NOT DELAY CONTRACTOR'S ACHIEVEMENT OF SUBSTANTIAL COMPLETION WITHIN THE TIME STATED IN THE CONTRACT DOCUMENTS, AND MUST STATE WHETHER OR NOT ACCEPTANCE OF THE SUBSTITUTE FOR USE IN THE WORK WILL REQUIRE A CHANGE IN ANY OF THE CONTRACT DOCUMENTS, AND WHETHER OR NOT INCORPORATION OR USE OF THE SUBSTITUTE IN CONNECTION WITH THE WORK IS SUBJECT TO PAYMENT OF ANY LICENSE FEE OR ROYALTY. IF THE APPLICATION IS SILENT ON SUCH MATTERS, THE BIDDER, BY SUBMITTING AN APPLICATION, WILL BE DEEMED TO HAVE SO CERTIFIED, AND TO HAVE STATED THAT NO CHANGE IN THE CONTRACT DOCUMENTS IS NECESSARY AND NO LICENSE FEES OR ROYALTY PAYMENTS ARE REQUIRED.

ALL VARIATIONS OF THE PROPOSED SUBSTITUTE FROM THAT SPECIFIED MUST BE IDENTIFIED BY CONTRACTOR IN THE APPLICATION TOGETHER WITH AVAILABLE MAINTENANCE, REPAIR AND REPLACEMENT SERVICE FOR THE SUBSTITUTE ITEM. CONTRACTOR SHALL BE RESPONSIBLE FOR THE COSTS OF ANY NECESSARY REDESIGN AND CLAIMS OF OTHER CONTRACTORS RESULTING FROM THE PROPOSED SUBSTITUTE. TOWN MAY REQUIRE CONTRACTOR TO FURNISH AT CONTRACTOR'S EXPENSE ADDITIONAL DATA ABOUT THE PROPOSED SUBSTITUTE.

IF A SPECIFIC MEANS, METHOD, TECHNIQUE, SEQUENCE OR PROCEDURE OF CONSTRUCTION IS EXPRESSLY REQUIRED BY THE CONTRACT DOCUMENTS, THE CONTRACTOR MAY FURNISH OR UTILIZE A SUBSTITUTE MEANS, METHOD, SEQUENCE, TECHNIQUE OR PROCEDURE OF CONSTRUCTION ACCEPTABLE TO TOWN, IF CONTRACTOR SUBMITS SUFFICIENT INFORMATION TO ALLOW TOWN TO DETERMINE THAT THE SUBSTITUTE PROPOSED IS EQUIVALENT TO THAT INDICATED OR REQUIRED BY THE CONTRACT DOCUMENTS. THE PROCEDURE FOR REVIEW BY TOWN WILL BE SIMILAR TO THAT STATED PREVIOUSLY. NOTWITHSTANDING ANY ACCEPTANCE OF THE TOWN AND UNLESS OTHERWISE EXPRESSLY AGREED IN WRITING BY THE TOWN, CONTRACTOR SHALL BE RESPONSIBLE FOR ALL DAMAGES, LOSSES, COSTS, EXPENSES, AND CLAIMS ARISING OUT OF THE SUBSTITUTE MEANS, METHOD, SEQUENCE, TECHNIQUE OR PROCEDURE.

TOWN WILL BE ALLOWED A REASONABLE TIME WITHIN WHICH TO EVALUATE EACH PROPOSED SUBSTITUTE. TOWN WILL BE THE SOLE JUDGE OF ACCEPTABILITY, AND NO SUBSTITUTE WILL BE ORDERED, INSTALLED OR UTILIZED WITHOUT TOWN'S PRIOR WRITTEN ACCEPTANCE, WHICH WILL BE EVIDENCED BY EITHER A CHANGE ORDER OR AN APPROVED SHOP DRAWING. TOWN MAY REQUIRE CONTRACTOR TO FURNISH AT CONTRACTOR'S EXPENSE A SPECIAL PERFORMANCE GUARANTEE OR OTHER SURETY WITH RESPECT TO ANY SUBSTITUTE. TOWN WILL RECORD TIME REQUIRED BY TOWN AND TOWN'S CONSULTANTS IN EVALUATING SUBSTITUTIONS PROPOSED BY CONTRACTOR AND IN MAKING CHANGES IN THE CONTRACT DOCUMENTS OCCASIONED THEREBY. WHETHER OR NOT TOWN ACCEPTS A PROPOSED SUBSTITUTE, THE CONTRACTOR SHALL REIMBURSE TOWN FOR THE CHARGES OF TOWN'S CONSULTANTS FOR EVALUATING EACH PROPOSED SUBSTITUTE, AND SHALL, UNLESS OTHERWISE EXPRESSLY AGREED IN WRITING BY THE TOWN, BE RESPONSIBLE FOR ALL DAMAGES, LOSSES, COSTS, EXPENSES, AND CLAIMS ARISING OUT OF THE USE OF THE PROPOSED SUBSTITUTE ITEM, EQUIPMENT, MATERIAL, MEANS, METHOD, SEQUENCE, TECHNIQUE OR PROCEDURE.

TEMPORARY UTILITIES:

THE CONTRACTOR SHALL MAKE ALL ARRANGEMENTS FOR AND FURNISH AT HIS/HER EXPENSE ALL WATER, ELECTRIC, TELEPHONE OR OTHER UTILITY REQUIRED BY HIM/HER FOR CONSTRUCTION PURPOSES.

LOCATION OF ALL UTILITIES:

THE LOCATION OF THE EXISTING UTILITIES MUST BE ESTABLISHED AND VERIFIED BY THE CONTRACTOR. THE CONTRACTOR SHALL MAKE ARRANGEMENT WITH THE APPROPRIATE UTILITY COMPANIES TO HAVE ALL EXISTING UTILITIES MARKED ALONG THE COURSE OF THIS WORK BY SUCH MEANS AS NECESSARY. THE CONTRACTOR SHALL PRESERVE SUCH MARKED LOCATIONS UNTIL THE WORK HAS PROGRESSED TO THE POINT WHERE THE ENCOUNTERED UTILITY IS FULLY EXPOSED OR PROTECTED. IT SHALL BE THE CONTRACTOR'S RESPONSIBILITY TO NOTIFY THE PROPER AUTHORITIES OR UTILITY BEFORE PROCEEDING WITH THE WORK POTENTIALLY AFFECTED THEREBY.

SAFETY CONTROL:

THE CONTRACTOR SHALL PROVIDE AND MAINTAIN ALL REQUIRED SAFETY EQUIPMENT SUCH AS BARRICADES, DETOUR BARRIERS AND SIGNS, LIGHTS, WALKWAYS, FENCES, FIRE PREVENTION EQUIPMENT. IF AT ANY TIME BEFORE THE COMMENCEMENT OR DURING THE PROGRESS OF THE WORK, OR ANY PART OF IT, SUCH METHODS AND PROCEDURES AS USED APPEAR TO THE TOWN AS UNSAFE, INSUFFICIENT OR IMPROPER, THE TOWN SHALL HAVE THE RIGHT, BUT UNDER NO CIRCUMSTANCES THE OBLIGATION, TO ORDER THE CONTRACTOR TO INCREASE THEIR SAFETY OF EFFICIENCY OR TO IMPROVE THEIR CHARACTER, AND THE CONTRACTOR SHALL CONFORM TO SUCH ORDERS. THE GIVING OR FAILURE OF THE TOWN TO GIVE SUCH ORDER TO INCREASE OF SUCH SAFETY, EFFICIENCY, ADEQUACY OR ANY IMPROVEMENTS SHALL NOT RELEASE THE CONTRACTOR FROM HIS/HER OBLIGATION TO SECURE THE SAFE CONDUCT AND QUALITY OF WORK SPECIFIED AND FOR ALL DAMAGES, INJURIES, LOSSES, COSTS AND EXPENSES ARISING FROM ANY FAILURE OF CONTRACTOR TO COMPLY WITH THAT OBLIGATION.

OCCUPATIONAL SAFETY AND HEALTH ACT:

THE CONTRACTOR'S PARTICULAR ATTENTION IS CALLED TO THE RULES AND REGULATIONS INCLUDED IN PUBLIC LAW 91-596, KNOWN AS THE "OCCUPATIONAL SAFETY AND HEALTH ACT OF 1970" (OSHA), AS SAME MAY BE AMENDED, SUPPLEMENTED OR SUPERSEDED.

MAINTENANCE OF TRAFFIC:

THE CONTRACTOR SHALL BE RESPONSIBLE FOR THE MAINTENANCE OF TRAFFIC WITH THE MAXIMUM OF SAFETY AND PRACTICABLE CONVENIENCE TO SUCH TRAFFIC DURING THE LIFE OF THE CONTRACT WHETHER OR NOT WORK THEREON HAS BEEN SUSPENDED TEMPORARILY. THE WORK SHALL BE CARRIED ON IN SUCH A MANNER AS TO PROVIDE SAFE PASSAGE AT ALL TIMES FOR PUBLIC TRAVEL AND WITH LEAST OBSTRUCTION TO TRAFFIC.

THE CONVENIENCE OF THE GENERAL PUBLIC AND OF THE RESIDENTS ALONG AND ADJACENT TO THE WORK SHALL BE PROVIDED FOR IN AN ADEQUATE AND SATISFACTORY MANNER.

PORTABLE BARRIER FENCES WITH APPROPRIATE SIGNS SHALL BE USED FOR SAFETY CONTROL IN ESTABLISHING TRAFFIC PATTERNS (DETOURS, ETC.).

THESE PORTABLE BARRIER FENCES SHALL MEET THE APPROVAL OF THE DIRECTOR OF PUBLIC WORKS OR HIS/HER DESIGNEE.

ROADWAYS, DRIVEWAYS AND FOOT PATHS CLOSED TO TRAFFIC, SHALL BE PROTECTED BY SUITABLE BARRICADES AND WARNING SIGNS, AND THE CONTRACTOR SHALL PROVIDE AND MAINTAIN ADEQUATE LIGHTS AND ILLUMINATION. THEREFORE, HE/SHE SHALL BE HELD RESPONSIBLE FOR ALL DAMAGE TO THE WORK DUE TO ANY FAILURE OF SIGNS AND BARRICADES TO PROTECT THE WORK PROPERLY FROM TRAFFIC, PEDESTRIANS, ANIMAL OR OTHER CAUSES.

POLICE DETAIL:

THE CONTRACTOR SHALL COORDINATE WITH THE PLYMOUTH POLICE DEPARTMENT THE NUMBER OF TRAFFIC POLICE REQUIRED IN EITHER THE APPROPRIATE TRAFFIC MANAGEMENT PLAN (TMP) TEMPLATE (SEE MASSDOT'S WEBSITE AT [HTTP://WWW.MHD.STATE.MA.US](http://www.mhd.state.ma.us)) OR DEEMED NECESSARY FOR THE DIRECTION AND CONTROL OF TRAFFIC WITHIN THE SITE.

THE CONTRACTOR SHALL SUBMIT THE REQUESTED AND SIGNED POLICE DETAIL SCHEDULE AS CALLED IN AND ARRANGED DIRECTLY WITH THE POLICE DEPARTMENT ON A WEEKLY BASIS. POLICE DETAILS WILL BE PAID DIRECTLY BY THE TOWN. THE CONTRACTOR SHALL BE RESPONSIBLE FOR SCHEDULING AND CANCELING POLICE DETAILS IF NOT NEEDED. IT IS THE CONTRACTOR'S RESPONSIBILITY TO CANCEL A DETAIL(S) AT A MINIMUM OF FOUR HOURS IN ADVANCE OF THE START OF THE SHIFT IF CONDITIONS SO WARRANT. POLICE DETAILS NOT CANCELLED IN TIME SHALL BE PAID FOR BY THE CONTRACTOR.

RESTORATION (WORK IN IMPROVED PROPERTY AREAS):

THE CONTRACTOR, AT HIS/HER OWN EXPENSE, SHALL CARE FOR, REPLACE, AND RESTORE ANY PUBLIC AND PRIVATE PROPERTY (E.G., SHRUBS, HEDGES, TREES, PUBLIC OR PRIVATE WAYS, SEWER DRAIN, WATER OR OTHER PIPES, CATCH BASINS, WIRES, BUILDING, FENCES, POSTS, POLES, MAILBOXES, STONE WALLS OR OTHER STRUCTURES) DAMAGED BY HIS/HER WORK, EQUIPMENT, OR EMPLOYEES, TO A CONDITION AT LEAST EQUAL TO THAT EXISTING IMMEDIATELY PRIOR TO THE BEGINNING OF OPERATIONS OR, IF BETTER, TO GOOD CONDITION, AND TO THE SATISFACTION OF THE TOWN.

THE CONTRACTOR SHALL ALSO RESTORE, AT ITS COST, TO ORIGINAL CONDITION, AND TO THE SATISFACTION OF THE TOWN, ANY LAWN OR OTHER PLANTED AREA INTERFERED WITH, INCLUDING FERTILIZING, LOAMING, AND SEEDING AS REQUIRED.

SUITABLE MATERIALS, EQUIPMENT AND METHODS SHALL BE USED FOR SUCH RESTORATION.

BOUNDS AND PROPERTY MARKERS:

ALL BOUNDS AND PROPERTY MARKERS DISTURBED IN THE COURSE OF THE WORK SHALL BE REPLACED BY THE CONTRACTOR AT HIS/HER EXPENSE.

THE CONTRACTOR SHALL EMPLOY A REGISTERED LAND SURVEYOR TO RESET ALL BOUNDS AND PROPERTY MARKERS.

TELEPHONE NUMBERS:

THE TELEPHONE NUMBERS OF THE FOLLOWING DEPARTMENTS OF THE TOWN OF

PLYMOUTH ARE:

POLICE	508-830-4220 (BUSINESS)
FIRE	508-830-4213 (BUSINESS)
HIGHWAY	508-830-4162, ext. 101
WATER	508-830-4162, ext. 138
ENGINEERING	508-747-1620, ext. 120
SEWER	508-830-4159
DIRECTOR OF PUBLIC WORKS	508-830-4162, ext. 105

TOWN OFFICE BUILDING HOURS: M - F 7:30 A.M. TO 4:00 P.M.

LEGAL REQUIREMENTS:

THE CONTRACTOR SHALL KEEP HIM/HERSELF FULLY INFORMED OF, AND COMPLY WITH, ALL LAWS, ORDINANCES AND REGULATIONS OF THE FEDERAL, STATE AND MUNICIPAL GOVERNMENTS, WHICH MAY BE IN FORCE DURING THE LIFE OF THE CONTRACT, AND IN ANY MANNER AFFECTING HIS/HER EMPLOYEES OR THE CONDUCT OF THE WORK OF MATERIALS USED ON SAID WORK.

PERSONAL SUPERVISION BY CONTRACTOR:

THE CONTRACTOR OR HIS/HER DULY AUTHORIZED AND APPROVED REPRESENTATIVE SHALL GIVE PERSONAL ATTENTION TO THE FULFILLMENT OF THE CONTRACT. THE CONTRACTOR SHALL HAVE ON THE WORK SITE, AT ALL TIMES, A COMPETENT FULL-TIME REPRESENTATIVE AUTHORIZED TO RECEIVE AND EXECUTE ANY ORDERS OF DIRECTION OF THE TOWN.

THE REPRESENTATIVE SHALL ALSO BE AUTHORIZED TO ACCEPT, ON BEHALF OF CONTRACTOR, ANY NOTICES GIVEN TO THE CONTRACTOR UNDER THE PROVISIONS OF THE CONTRACT.

CLEANUP:

DURING THE COURSE OF THE WORK, THE CONTRACTOR SHALL KEEP THE SITE OF HIS/HER OPERATIONS IN AS CLEAN AND NEAT A CONDITION AS IS POSSIBLE. HE/SHE SHALL DISPOSE OF ALL RESIDUE RESULTING FROM THE CONSTRUCTION WORK ON A DAILY BASIS AND, AT THE CONCLUSION OF THE WORK, HE/SHE SHALL REMOVE AND HAUL AWAY STRUCTURES, AND OTHER REFUSE REMAINING FROM THE CONSTRUCTION OPERATIONS, AND SHALL LEAVE THE ENTIRE SITE OF THE WORK IN A NEAT AND ORDERLY CONDITION.

OWNER/CONTRACTOR AGREEMENT

THIS AGREEMENT made this _____ day of _____, 2015, by and between the TOWN OF PLYMOUTH, with an office at 11 Lincoln Street, Plymouth, Plymouth County, Massachusetts, 02360, hereinafter called the "Owner", and **(name, street address and mailing address of contractor)** hereinafter called the "Contractor".

WITNESSETH, that the Owner and the Contractor, for the consideration hereafter named, agree as follows:

Article 1. SCOPE OF WORK: The Contractor shall perform all the Work required by the Contract Documents for Gravestone Conservation and Restoration as described in the Contract Documents.

Article 2. TIME OF COMPLETION: The Contractor shall commence work under this Contract on the date specified in the written "Notice to Proceed" from the Owner; and it shall bring the work to substantial completion on or before June 1, 2016.

Article 3. THE CONTRACT SUM: The Owner shall pay the Contractor in current funds for the performance of the Work, subject to additions and deductions by Change Order the Contract Sum of _____.

Article 4. THE CONTRACT DOCUMENTS (or "CONTRACT"): The following, together with this Agreement, form the Contract and all are as fully a part of the Contract as if attached to this Agreement or repeated herein: the Advertisement, Bidding Documents, General Information, Invitation for Bids, Contract Forms, Conditions of the Contract, and Specifications as enumerated in the Table of Contents; the Drawings as enumerated in the List of Contract Drawings; Addenda; and Modifications/Change Orders issued after execution of the Contract.

By signing this Contract, the Contractor certifies under the penalties of perjury that he/she has complied with all laws of the Commonwealth relating to taxes, reporting of employees and contractors, and withholding and remitting of child support.

2. PRE-CONSTRUCTION CONFERENCE

Prior to the start of construction, the Contractor, all subcontractors, the project manager, and the owner shall attend a pre-construction conference. The conference will serve to acquaint the participants with the general plan of contract administration; and requirements under which the construction operation is to proceed, and will inform the Contractor, in detail, of the obligations imposed on him and his subcontractors by the Executive Orders concerning Equal Employment opportunity and Davis-Bacon Act requirements, provided that nothing said in or omitted from such pre-construction conference shall relieve Contractor of its obligations under the Contract Documents.

The date, time, and place of the conference will be furnished to the Contractor by the project manager.

GENERAL CONDITIONS

3. Funding Source

This project is funded through a Town of Plymouth appropriation.

4. Contract Plans and Specifications

All plans, specifications and addenda, hereinafter enumerated or referenced in this contract, shall form part of this Contract and the provisions thereof shall be as binding upon the parties hereto as if they were herein set fully forth. The table of contents, titles, headings, running headlines and marginal notes contained herein and in said documents are solely to facilitate reference to various provisions of the Contract Documents and in no way affect, limit or cast light on the interpretation of the provisions of which they refer. The plans and specifications are complimentary, and what is required by one shall be deemed as if required by all.

5. Additional Instructions and Detail Drawings

The Contractor may be furnished additional written instructions and detail drawings as necessary to carry out the work included in the contract. The Contractor shall carry out the work in accordance with the additional detail drawings and instructions. The Contractor and the Director of Public Works will prepare jointly: (a) a schedule, fixing the dates at which special detail drawings will be required, such drawings, if any, to be furnished by the Director of Public Works in accordance with said schedule, and (b) a schedule fixing the respective dates for the submission of shop drawings, the beginning of manufacture, testing and installation of materials, supplies and equipments, and the completion of the various parts of the work; each such schedule to be subject to change from time to time in accordance with the progress of the work.

6. Shop or Setting Drawings

The Contractor shall submit promptly to the Director of Public Works two copies of each shop or setting drawing prepared in accordance with the schedule predetermined as aforesaid. After examination of such drawings by the Director of Public Works or his designee and the return thereof, the Contractor shall make such corrections to the drawings as have been indicated, if any, and shall furnish the Director of Public Works or his designee with two corrected copies. If requested by the Director of Public Works or his designee, the Contractor must furnish additional copies. Regardless of corrections made in or approval given to such drawings by the Director of Public Works, the Contractor will nevertheless be responsible for the accuracy of such drawings and for their conformity to the plans and specifications, unless he notifies the Director of Public Works in writing and conspicuously on the face of the shop drawing of any deviations at the time he furnishes such drawings, and the Director has expressly and separately approved such deviation by noting its approval on the drawing.

7. Materials, Services and Facilities

- (a) It is understood that except as otherwise specifically stated in the Contract Documents, the Contractor shall provide and pay for all materials, labor, tools, equipment, water, light, power, transportation, superintendence, temporary construction of every nature and all other services and facilities of every nature whatsoever necessary to execute, complete and deliver the work within the specified time.
- (b) Any work necessary to be performed after regular working hours, on Sunday or Legal Holidays, shall be performed without additional expense to the Owner.

8. Contractor's Title to Materials

No materials or supplies for the work shall be purchased by the Contractor or by any Subcontractor subject to any chattel mortgage or under a conditional sale contract or other agreement by which an interest is retained by the seller. The Contractor warrants that he has good title to all materials and supplies used by him in the work, free from all liens, claims or encumbrances.

9. Title to Work

The title to all work completed and in the course of construction, and of all material incorporated into the work, and all material not incorporated into the work but for which any payment has been made by Owner shall be in the Owner's name.

10. Inspection and Testing of Materials

- (a) All materials and equipment used in the construction of the project shall be subject to inspection and testing in accordance with accepted standards.
- (b) Materials of construction, particularly those upon which the strength and durability of the structure may depend, shall be subject to inspection and testing to establish conformance with specifications and suitability for uses intended.

11. Express Warranty

The Contractor guarantees to Owner that all materials incorporated into the work will be new and of recent manufacture unless otherwise expressly specified or agreed in writing. Contractor also guarantees that all work will be done in a workmanlike manner, free from defects in material and workmanship, and in strict conformance with all requirements and specifications in the Contract.

12. Maintenance and Guarantee

The Contractor hereby guarantees that the entire work constructed

by him under the contract will meet fully all requirements thereof as to quality of workmanship and of materials furnished by him. The Contractor hereby agrees, in addition to any other rights and remedies available to the Town, to make at his own expense any repairs or replacements made necessary by defects in materials or workmanship supplied to him that become evident within one (1) year after the date of the final payment, and to restore to full compliance with the requirements set forth herein for any part of the work constructed hereunder, which during said one (1) year period is found to be deficient with the respect to any provisions of the specifications. The Contractor also agrees to indemnify and hold harmless the Owner from claims of any kind arising from damage due to said defects. The Contractor shall make all repairs and replacements promptly upon receipt of written orders for same from the Owner. If the Contractor fails to make the repairs and replacements promptly, the Owner may do the work and the Contractor shall be liable to the owner for the cost thereof. The foregoing is not a limitation of, but is in addition to, any other rights and remedies available to the Owner, and nothing herein shall reduce or limit any applicable statutory limitations periods for suits by the Owner.

13. "Or Equal" Clause

Whenever a materials, article or piece of equipment is identified on the plans or in the specifications by reference to manufacturers' or vendors' trade names, catalogue numbers, etc., it is intended merely to establish a standard; and, any materials, article or equipment of other manufacturers and vendors which will perform adequately the duties imposed by the general design will be considered equally acceptable provided the material, article or equipment so proposed is, in the opinion of the Director of Public Works, at least equal in quality, durability, appearance, strength and design, will perform at least equally the function imposed by the general design for the public work being contracted for or the material being purchased, and conforms substantially, even with deviations, to the detailed requirements for the item in the said specifications. It shall not be purchased or installed by the Contractor without the Director's written approval.

14. Survey's Permits and Regulations

The Contractor shall be responsible for all additional surveys/layouts necessary for the execution of the work.

The Contractor shall procure and pay for all permits, licenses and approvals necessary for the execution of his contract.

The Contractor shall strictly comply with all laws, ordinances, rules, orders and regulations relating to performance of the work, the protection of adjacent property and the maintenance of passageways, guard fences or other protective facilities.

15. Contractor's Obligations

The Contractor shall and will, in a good and workmanlike manner,

do and perform all work and furnish all supplies and materials, machinery, equipment, facilities and means, except as herein otherwise expressly specified, necessary and/or proper to perform and complete all the work required by and reasonably inferable from this Contract, within the time herein specified, in strict accordance with the provisions of this Contract and said specifications and in accordance with the plans and drawings covered by this Contract any and all supplemental plans and drawings, and in accordance with the directions of the Director of Public Works as given from time to time during the progress of the work. He shall furnish, erect, maintain and remove such construction plant and such temporary works as may be required.

The Contractor shall observe, strictly comply with, and be subject to all terms, conditions, requirements and limitations of the Contract and specifications, and shall do, carry on and complete the entire work to the satisfaction of the Director of Public Works and the Owner.

16. Weather Conditions

In the event of temporary suspension of work, or during inclement weather, or whenever the Director of Public Works shall direct, the Contractor will, and will cause his Subcontractors to protect carefully his and their work and materials against damage or injury from the weather. If, in the opinion of the Director of Public Works or his designee, any work or materials shall have been damaged or injured by reason of failure on the part of the Contractor or any of his Subcontractors so to protect his work, such materials shall be removed and replaced at the expense of the Contractor.

17. Protection of Work and Property-Emergency

The Contractor shall at all times safely guard the Owner's property from injury or loss in connection with the Contract. He shall at all times safely guard and protect his own work, and that of adjacent property from damage. The Contractor shall replace or make good any such damage, loss or injury to the extent caused, in whole or in part, directly or indirectly, by Contractor, its employees, subcontractors or suppliers or any person for whom Contractor is responsible.

In case of an emergency which threatens loss or injury of property, and/or safety of life, the Contractor will be allowed to act, without previous instructions from the Director of Public Works, in a diligent manner to address such emergency. He shall notify the Director of Public Works immediately thereafter. Any claim for compensation by the Contractor due to such extra work shall be submitted for consideration to the Director of Public Works in writing within 21 days of the onset of the emergency.

18. Inspection

The authorized representatives and agents of the Owner shall be permitted to inspect all work, materials, payrolls, records of personnel, invoices of materials and other relevant data and

records at any reasonable time with or without notice.

19. Reports, Records and Data

The Contractor shall submit to the Owner such schedule of quantities and costs, progress schedules, payrolls reports, estimates, records and other data as the Owner may request concerning work performed or to be performed under the Contract.

20. Superintendence by Contractor

At the site of the work, the Contractor shall employ a construction superintendent or foreman who shall have full authority to act for the Contractor. It is understood that such representative shall be acceptable to the Director of Public Works, or designee, and shall be one who can be continued in that capacity for the particular job involved unless he ceases to be on the Contractor's payroll, provided that any approval or lack of approval of the Director of any such representative shall not relieve Contractor of its obligations hereunder.

21. Changes in Work

No changes in the work covered by the approved Contract Documents shall be made without having prior written approval of the Owner. Charges or credits for the work covered by the approved change shall be determined by one or more or a combination of the following methods, at the sole election of Owner:

- (a) *Unit bid prices previously approved.*
- (b) *An agreed lump sum.*
- (c) *The actual cost of:*
 - (1) *Labor, including foremen.*
 - (2) *Materials entering permanently into the work.*
 - (3) *The ownership or rental cost of construction plant and equipment during the time of use on the extra work.*
 - (4) *Power and consumable supplies for the operation of power equipment.*
 - (5) *Insurance.*
 - (6) *Wages to be paid.*

To the cost under (c) there shall be added a fixed fee to be agreed upon but not to exceed fifteen percent (15%) of the actual cost of work. The fee shall be compensation to cover the cost of supervision, overhead, bond, profit and any other general expenses.

22. Time for Completion and Liquidated Damages

It is hereby understood and mutually agreed, by and between the Contractor and the Owner, that the date of beginning and the time for substantial completion of the work to be done hereunder are ESSENTIAL CONDITIONS of the Contract; and it is further mutually

understood and agreed that the work embraced in this Contract shall be commenced on the date specified in a "Notice to Proceed" to be issued by the Owner.

The Contractor agrees that said work shall be prosecuted regularly, diligently and uninterruptedly at such rate of progress as will ensure substantial completion thereof within the time specified. It is expressly understood and agreed, by and between the Contractor and the Owner, that the time for substantial completion of the work described herein is a reasonable time for the substantial completion of the same, taking into consideration the average climatic range and usual industrial conditions prevailing in this locality.

If the said Contractor shall neglect, fail or refuse to substantially complete the work within the time herein specified, or any property extension thereof granted by the Owner, then the Contractor does hereby agree, as a partial consideration for the awarding of this Contract, to pay to the Owner the amount specified below, not as a penalty, but as liquidated damages for each and every calendar day the Contractor shall be in default after the time stipulated in the Contract for substantially completing the work.

The said amount of liquidated damages is fixed and agreed upon by and between the Contractor and the Owner because of the impracticability and extreme difficulty of fixing and ascertaining the actual damages the Owner would sustain in such event and said amount shall be retained from time to time by the Owner from current periodic estimates.

It is further agreed that time is of the essence of each and every portion of this Contract and of the specifications wherein a definite and certain length of time is fixed for the performance of any act whatsoever; and where under the Contract as additional time is allowed for the completion of any work, the new time limit fixed by such extension shall be of the essence of this contract.

Notwithstanding the foregoing, and notwithstanding anything to the contrary in the Contract Documents, the Owner may, at its sole election and in its sole discretion, recover its actual damages in lieu of liquidated damages for any delay caused in whole or in part, directly or indirectly, by Contractor, its employees, subcontractors, suppliers or any person for whom Contractor is responsible.

In the event Contractor is delayed through no fault of its own, it may make claim for an extension of time (only) as follows: The Contractor shall within ten (10) days from the earlier of the date of the event giving rise to its claim, the date on which the delay commenced, or the date on which Contractor knew or should have known of its claim, notify the Owner in writing of the existence and causes of the delay, and request an extension of time to complete the work and include therein the length of extension requested, and shall provide such other information as the Owner may reasonably request. Failure to comply strictly

with the above notice procedure shall result in the waiver of any such claim. In addition, Contractor agrees that in the event it initiates any proceeding against Owner on account of any delays or the assessment of liquidated damages and Contractor is found to have failed to strictly comply with the aforesaid notice process, Contractor shall pay Owner's attorneys' and expert witness fees incurred in defending any such proceeding. Notwithstanding the foregoing, any decision of the Owner or its designee on any claim of Contractor for an extension of time to complete the work shall be final and binding on the Contractor under G.L. c. 30, § 39J.

The amount of liquidated damages for this project shall be Zero Dollars (\$0.00) per consecutive calendar day.

23. Correction of Work

All work, all materials, whether incorporated in the work or not, all processes of manufacture, and all methods of construction shall be at all times and places subject to the inspection of the Director of Public Works or his designee who shall be the final judge of the quality and suitability of the work, materials, processes of manufacture and methods of construction for the purposes for which they are used. Should they fail to meet his approval they shall be forthwith reconstructed, made good, replaced and/or corrected, as the case may be, by the Contractor at his own expense. Rejected materials shall immediately be removed from the site. If, in the opinion of the Director of Public Works, it is undesirable to replace any defective or damaged materials or to reconstruct or correct any portion of the work injured or not performed in accordance with the Contract Documents, the compensation to be paid to the Contractor hereunder shall be reduced by such amount as in the judgment of the Director shall be equitable.

24. Subsurface Conditions Found Different

Should the Contractor encounter subsurface and/or latent physical conditions at the site materially differing from those shown on the plans or indicated in the specifications for which an equitable adjustment is required under G.L. c. 30, § 39N, he shall immediately upon discovering such conditions and before disturbing same give written notice to the Director of Public Works of such conditions. The Director of Public Works will thereupon promptly investigate the conditions, and if he finds that they materially differ from those shown on the plans or indicated in the specifications and an equitable adjustment is required by G.L. c. 30, § 39N, an appropriate change order shall be prepared for such adjustment in accordance with Paragraph 21, above, including any credits to Owner and/or additional compensation to Contractor, as the case may be. Notwithstanding the foregoing, Contractor will be eligible for an equitable adjustment on account of said conditions if and only if such adjustment is required by G.L. c. 30, § 39N.

Failure to comply with the notice procedure stated above shall result in the waiver of Contractor's claim. Moreover, any

decision of the Owner or its designee on any claim of the Contractor under this paragraph shall be final and binding on the Contractor under G.L. c. 30, § 39J. Contractor agrees that in the event it initiates any proceeding against Owner on account of any claim for equitable adjustment due to subsurface or latent physical conditions for which Contractor had failed to strictly comply with the aforesaid notice process, Contractor shall pay Owner's attorneys' and expert witness fees incurred in defending any such proceeding.

25. Right of the Owner to Terminate Contract

The Owner may terminate this Contract by providing the Contractor with ten (10) days written notice for the reasons stated below:

- (a) Violation of any of the provisions of this Contract by the Contractor or any of his/her subcontractors, or of any federal, state or local law or regulation applicable to the project work.
- (b) A determination by the Owner that the Contractor has engaged in fraud, waste, mismanagement, misuse of funds, or criminal activity with any funds provided by this Contract.
- (c) Failure of the Contractor, for any reason, to fulfill in a timely and proper manner its obligations under this Contract, including timely prosecution and completion of the work unless an extension of time to complete the work has been granted by the Owner via a signed Change Order.

The Owner shall not be required to give notice of termination to Contractor's surety, if any, provided that nothing herein shall preclude Owner from making claim on any performance bond issued by any surety.

If the Owner determines that a continuation of work on the project would endanger the life, health, or safety of those working or living at or near the project site, or that immediate action is necessary to protect public funds and/or property, the Owner may suspend work or terminate this agreement by providing notice to the Contractor in the form of telegram, mailgram, hand-carried letter, or other appropriate written means.

Owner may also terminate the Contractor for its convenience, including for no reason, upon 30 days' written notice. In the event of any such termination, Contractor shall be paid for all work satisfactorily performed to the date of termination. Contractor shall not be entitled to any lost profits or other damages.

26. Payments to Contractor

- (a) Provided an agreed upon form of application for payment is received by the fifth day of the month, not later than the twentieth (20th) day of each calendar month the

Owner shall make a progress payment to the Contractor on the basis of a duly certified and approved estimate of the work performed during the preceding calendar month under this Contract, less five percent (5%) of the amount of each estimate until final completion and acceptance of all work covered by this Contract, and the value of any claims of the Owner against Contractor.

- (b) In preparing estimates, the material delivered and properly stored on the site may be taken into consideration if and to the extent approved by Owner.
- (c) Notwithstanding any certification or lack of certification by the Owner or its agents or representatives, the Owner may withhold the value of its claims against the Contractor from amounts otherwise payable to Contractor.

27. Indemnification

The Contractor shall comply with the requirements of all applicable laws, rules and regulations in connection with the services of the Contractor, and shall exonerate, indemnify and hold harmless the Owner's officers, agents, and all employees from and against them, and local taxes or contributions imposed or required under the Social Security, Worker's Compensation, and Income Tax laws. Further, the Contractor shall exonerate, indemnify and hold harmless the Owner with respect to any damages, expenses or claims arising from or in connection with any of the work performed or to be performed under this Contract. This obligation of the Contractor is in addition to, and shall not be construed as a limitation of, the Contractor's liability under any other provision of the Contract or law and any other rights and remedies available to the Owner.

28. Acceptance of Final Payment Constitutes Release

The acceptance by the Contractor of final payment shall be and shall operate as a release to the Owner of all claims and all liability to the Contractor. No payment, however, final or otherwise, shall operate to release the Contractor or his Sureties from any obligations under the Contract or the performance and payment bond.

29. Insurance

The Contractor shall not commence work under this Contract until he has obtained all the insurance required in the Bidding Document and such insurance has been approved by the Owner, nor shall the Contractor allow any Subcontractor to commence work on this subcontract until the insurance required of the subcontractor has been so obtained and approved.

30. Assignments

The Contractor shall not assign or subcontract the whole or any part of this Contract or any monies due or to become due

hereunder without written consent of the Owner. In case the Contractor assigns, with Owner's consent, all or any part of any monies due or to become due under this Contract, the assignee shall be bound by the terms of the Contract Documents and its right, if any, in and to any monies due or to become due to the Contractor shall be subject to, among other things, prior claims of all the Owner, and of all persons, firms and corporations of services rendered or materials supplied for the performance of the work called for in this Contract.

31. Authority of the Director of Public Works

Where ever the Contract Documents there is a reference to the Director of Public Works, such reference shall be to the Director or his designee, which may be an independent third-party engineer retained by Owner. The Director of Public Works or his designee shall give all orders and directions contemplated under this Contract and specifications relative to the execution of the work. The Director or his designee shall determine the amount, quality, acceptability and fitness of the several kinds of work and materials which are to be paid for under the Contract and shall decide all questions which may arise in relation to the interpretation of the Contract Documents, said work and the construction thereof. The Director's estimates and decisions shall be final and conclusive under G.L. c. 30, § 39J. In case any question shall arise between the parties hereto relative to said Contract and specifications, the determination or decision of the Director shall be a condition precedent to the right of the Contractor to receive any money or payment for work under this Contract affected in any manner or to any extent by such question.

The Director or his designee shall decide the meaning and intent of any portion of the specifications and of any plans or drawings where the same may be found obscure or be in dispute, which decision shall be final and binding as aforesaid.

32. Notice and Service Thereof

Any notice to any Contractor from the Owner relative to any part of this Contract shall be in writing and considered delivered and the service thereof completed, when said notice is posted, by certified or registered mail or by other method of delivery for which a delivery receipt is generated (including facsimile or e-mail, if a deliver receipt is generated), to the said Contractor at his last given address, or delivered in person to the said Contractor or his authorized representative on the work.

33. Subcontract

The Contractor will insert in any subcontracts provisions making the subcontractors responsible to the Contractor in the same manner as Contractor is responsible to the Owner under the Contract Documents.

34. Suspension of or Delays to the Work: No Damages for Delay

Notwithstanding anything to the contrary in the Contract

Documents, if the Contractor or the work is delayed through no fault of Contractor for any reason, including, but not limited to, acts of the Owner, Contractor's sole remedy, if any, shall be an extension of time to complete the work, provided Contractor makes a claim for such an extension in strict accordance with the process set forth in paragraph 22, above. Under no circumstances shall the Contractor be entitled to make or assert or recover for any claim for damages by reason of any such delay, whether such a claim is characterized as one for delay, having to perform out-of-sequence work, or loss of production, or otherwise.

35. Access to Records

The Contractor shall maintain accounts and records, including personnel, property and financial records, adequate to identify and account for all costs pertaining to the Contract and such other records as may be deemed necessary by the Town to assure proper accounting for all project funds. These records will be made available for audit purposes and/or inspection to the Owner or its designee or any authorized representative, and will be retained by Contractor for three years after final completion of all work.

36. Non-Discrimination

The Contractor shall not discriminate in violation of any applicable federal, state and local law or regulation, including the following: Title VI of the Civil Rights Act of 1964 (Public Law 88-352), and the regulations issued pursuant thereto by HUD (24 CFR Part 1); Title VIII of the Civil Rights Act of 1968 (Public Law 90-284), as amended; Section 109 of the Housing and Community Development Act of 1974, and the HUD regulations issued pursuant thereto (24 CFR 570.601); Federal Executive Order 11063, as amended by Executive Order 12259 and the HUD regulations issued pursuant thereto (24 CFR 107); Executive Order 11246 and the rules, regulations and relevant orders of the U.S. Secretary of Labor, if applicable; The Age Discrimination Act of 1975 (42 U.S.C. 6101 et seq.); Section 402 of the Veterans of the Vietnam Era Act. Section 504 of the Rehabilitation Act of 1973 (29 U.S.C. 794); Massachusetts General Laws Chapter 151B, section 1 et seq.; State Executive Order 74 as amended and revised by Executive Orders 116,143 and 227, and EOCD regulation, procedures or guidelines; Title II of the Uniform Relocation Assistance and Real Property, Acquisition Policies Act of 1979; and EOCD guidelines, procedures, or regulations.

The Contractor shall not discriminate against any employee or applicant for employment because of race, color, religion, sex, age, handicap, or national origin. Noncompliance by the Contractor with the non-discrimination clauses of this Contract shall constitute a material breach of the Contract.

37. Termination of Contract

In addition to any other rights of Owner to suspend or terminate the Contract: The Owner may suspend or terminate this Contract by providing the recipient with ten (10) days written notice for

failure of the Contractor, for any reason, to fulfill in a timely and proper manner its obligations under this Contract including compliance with applicable federal, state or local laws or regulations.

38. Schedule of Salaries and Wages

The minimum wage rates and health and welfare fund contributions applicable to this Contract as determined by the Director, Division of Occupational Safety, Commonwealth of Massachusetts under the provisions of the Massachusetts General Laws, Chapter 149, Sections 26 and 27D, inclusive as amended are attached hereto and incorporated herein. The greater of Federal wage rates or State prevailing wage rates, when both are applicable, shall be paid under this contract and reported as required.

38. Labor Provisions

- (a) In the employment of mechanics and apprentices, teamsters, chauffeurs and laborers by the Contractor and Subcontractors, preference shall first be given to citizens of the Commonwealth who have been residents of the Commonwealth for at least six months at the commencement of their employment, who are male veterans as defined in clause forty-third of G.L. c. 4, s. 7 and who are qualified to perform the work to which the employment relates; and secondly, to citizens of the Commonwealth generally who have been residents of the Commonwealth for at least six months at the commencement of their employment, and if they cannot be obtained in sufficient numbers, then to citizens of the United States, in accordance with G.L. c. 149, s. 26.
- (b) The minimum rates of wages to be paid mechanics and apprentices, chauffeurs, teamsters and laborers shall be set forth in the schedule of rates of wages determined by the Commissioner of Labor and Industry.
- (c) In accordance with G.L. c. 149, s 34A, the Contractor shall, before commencing performance of the contract, provide by insurance for the payment of compensation and the furnishing of other benefits under chapter one hundred and fifty-two to all persons to be employed under the contract, and the Contractor shall continue such insurance in full force and effect during the terms of the contract. Sufficient proof of compliance with this section must be furnished at the time of execution of this contract. Failure to provide and continue in force such insurance as aforesaid shall be deemed a materials breach of the contact and shall operate as an immediate termination thereof. The attention of the Contractor is directed to that portion of G.L. c. 149, s. 34A which provides that whoever violates any of its provisions shall be punished by a fine of not more than one hundred dollars or by imprisonment for six months, or both; and, in addition, any Contractor who violates any provision of this section shall be prohibited from

contracting, directly or indirectly, with the Commonwealth or any political subdivision thereof for the construction, alteration, demolition, maintenance or repair of, or addition to, any public works or public building for a period of two years from the date of conviction of said violation.

- (d) The Contractor shall pay to any reserve police officer employed by him prevailing rate of wage paid to regular police officers, as required by G.L. c. 149, s. 34B.

40. Environmental Requirements

The Contractor shall comply, where applicable, with: Federal Executive Order 1199218, Floodplain Management, May 24, 1977 (42 FR 26951 et. seq.) particularly section 2 (a); the Coastal Zone Management Act of 1972 (16 U.S.C. 1451 et. seq.), as amended, particularly section 307 (c) and (d) (16 U.S.C. 1456 (c) and (d)); the Safe Water Drinking Act of 1974 (42 U.S.C. 201, 300 (f) et seq., and 21 U.S.C. 349), as amended; the Endangered Species Act of 1973 (16 U.S.C. 1531 et. seq.) as amended, particularly section 7 (16 U.S.C. 1536; the Wild and Scenic Rivers Act of 1968 (16 U.S.C. 1271 et. seq.) as amended, particularly section 7 (b) and (c) (16 U.S.C. 1278 (b) and (c)); the Clean Air Act (42 U.S.C. 7401 et seq.) as amended, particularly section 176 (c) and (d) (42 U.S.C. 7506 (c) and (d)); HUD Environmental Criteria and Standards (44 FR 40860-40866, July 12, 1979); "The American Standard Specification for Making Buildings and Facilities Accessible to and Usable by the Physically Handicapped," Number A-117.4-R 1971, subject to the exceptions contained in 41 CFR 101-19-604; and any corresponding provisions of State and local laws and regulations. The Contractor shall also comply, where applicable, with the National Environmental Policy Act of 1969, Solid Waste Disposal Act, as amended by the Resource Conservation and Recovery Act, Flood Disaster Protection Act of 1973, National Flood Insurance Act of 1968, and Protection of Wetlands Laws.

41. Historic Preservation

The Contractor shall, in the performance of any environmental assessments under the National Policy Act, and the Massachusetts Environmental Policy Act, comply with section 106 of the National Historic Preservation Act of 1966 (16 U.S.C. 470), Federal Executive Order 11593, and the Preservation of Archaeological and Historic Data Act of 1966 (17 U.S.C. 469 a-1 et seq.), by (a) consulting with the State Historic Preservation Officer to identify properties listed in or eligible for inclusion in the National Register of Historic Places that are subject to adverse effect (see 36 CFR Part 800.8) by the proposed activity, and (b) complying with all requirements established by HUD to avoid or mitigate adverse effects upon such properties.

42. Interest of Contractor and Employees

The Contractor covenants that he presently has no interest and shall not acquire interest, direct or indirect, that violates or will with the passage of time result in a violation of G.L. c.

268A. The Contractor further agrees that in the performance of this contract, no person having any such interest in violation of said law shall be employed.

43. Severability

If any provision of this Agreement is held invalid, the remainder of the Agreement shall not be affected thereby, and all other parts of this Agreement shall nevertheless be in full force and effect.

44. Claims for Additional Compensation

In the event the Contractor believes it is due additional compensation for extra work or otherwise, except for claims on account of subsurface and latent physical conditions, which claims shall be made as stated above, the Contractor shall, within ten (10) days from the earlier of the date of the event giving rise to its claim, the date on which the delay commenced, or the date on which Contractor knew or should have known of its claim, submit its claim in writing to the Owner, describing in reasonable detail the basis of the claim, the event giving rise to the claim, and an itemization of the additional compensation requested. Notwithstanding the foregoing, if such claim is for extra work, such claim must be submitted before the alleged extra work is performed.

Failure to comply strictly with the above notice procedure shall result in the waiver of any such claim. In addition, Contractor agrees that in the event it initiates any proceeding against Owner on account of any claims for additional compensation and Contractor is found to have failed to strictly comply with the aforesaid notice process, Contractor shall pay Owner's attorneys' and expert witness fees incurred in defending any such proceeding. Notwithstanding the foregoing, any decision of the Owner or its designee on any claim of Contractor for additional compensation shall be final and binding on the Contractor under G.L. c. 30, § 39J.

45. In the event of any conflict or inconsistency between and among the provisions of the Contract Documents, the provision resulting in the greatest quantity and better quality of goods and services or, if the foregoing does not resolve the conflict or inconsistency, the provision resulting in less cost or risk to the Owner, as reasonably determined by the Owner, shall control. Any decision of the Owner or its designee on such resolution shall be final and binding on the Contractor under G.L. c. 30, § 39J.

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CONTRACTUAL LIABILITY

To the fullest extent permitted by Laws and Regulations, CONTRACTOR shall indemnify, and hold harmless OWNER and its consultants, agents and employees from and against all claims, damages, losses and expenses, direct, indirect or consequential (including but not limited to fees and charges of designers, architects, attorneys and other professionals and court and arbitration costs) arising out of or resulting from performance of the Work, provided that any such claim, damage, loss or expense(s) is attributable to bodily injury, sickness, disease or death, or to injury to or destruction of tangible property (other than the Work itself) including the loss of use resulting therefrom and (b) is caused in whole or in part by any negligent act or omission of CONTRACTOR, any subcontractor, any person or organization directly or indirectly employed by any of them to perform or furnish any of the Work or anyone for whose acts any of them may be liable, regardless of whether or not it is caused in part by a party indemnified hereunder or arises by or is imposed by Law and Regulations regardless of the negligence of any such party.

In any and all claims against OWNER or any of its consultants, agents or employees by any employee of CONTRACTOR, and subcontractor, any person or organization directly or indirectly employed by any of them to perform or furnish any of the Work or anyone for whose acts any of them may be liable, the indemnification obligation under the above paragraph shall not be limited in any way by any limitation on the amount or type of damages, compensation or benefits payable by or for CONTRACTOR or any such subcontractor or other person or organization under workers' or workmen's compensation acts, disability benefit acts or other employee benefits acts.

Policies for General Liability, Automobile Liability, Workers' Compensation Insurance, and Umbrella Liability shall remain in effect during the one year correction period.

Such insurance as is herein certified applies to all operations of the insured in connection with, and necessary and incidental to, the work herein described at the locations stated.

It is hereby understood and agreed that the above policies will not be restrictively amended, materially changed nor canceled without 30 days advance notice by registered mail to OWNER.

Authorized Representative Signature
(Include Evidence of Authorization)

Address

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TECHNICAL SPECIFICATIONS

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TECHNICAL SPECIFICATIONS and PLANS

A. INTRODUCTION

The Town of Plymouth is seeking bids from qualified professionals for gravestone conservation and restoration in Burial Hill (Cemetery), located on Town Square and School Street. Burial Hill Cemetery is often an active place of tourism managed by the Town of Plymouth Public Works Cemetery Division Superintendent (Town) in conjunction with the Economic Development Department who schedules special events throughout the Town. The Cemetery is within the Plymouth Historic District.

The goal of this project is to conserve and restore 329 markers in Section B only of Burial Hill. These markers are identified in the **2011 Fannin-Lehner Burial Hill Section B Gravestone/Monument Condition Assessment Report** dated November 2014 (Attachment A). The Successful Bidder must have proven expertise with the practices and standards of historic gravestone conservation and restoration. All work must be in compliance with the Code of Ethics and Standard of Practice of the American Institute for the Conservation of Historic and Artistic Works. This project is not subject to Massachusetts Historic Commission Funding.

This project will be the initial step of a multi-year project for the conservation and restoration of all gravestones and monuments in Burial Hill.

B. SCOPE OF WORK

The ultimate goal is conservation and stabilization to the deterioration, of the existing historical element, artistic work and physical condition of the gravestones and monuments within Burial Hill for future generations.

The Town will supply:

1. Water for the project, either a pressurized hose or a two hundred and fifty (250) gallon tank set up as a gravity feed system. Only when temperatures are above 40 degrees;
2. Staging area large enough to park two (2) vehicles, two or three yards of sand or gravel or other supplies;
3. Small onsite dry storage.

The Town reserves the right to restrict conservation activities if deemed necessary, for special events or other events that may occur.

The following specifications represent the minimum requirements for all bidders. The Successful Bidder will be required to complete the following tasks and provide the following deliverables under the Agreement issued pursuant to this Invitation for Bid. All conservation and restoration work will follow the Plans, Technical Specifications, and Code of Ethics and Standards of the Practice of the American Institute for Conservation of Historic and Artistic Works (AIC).

PART 1- GENERAL

1.01 RELATED DOCUMENTS

- A. Attention is directed to the Invitation, General Information, Special Conditions, and Agreement, which are hereby made a part of this section of the specifications.
- B. Attention is directed toward the documents entitled **Section B – Remove, Clean and Reset** (Attachment B) for a list of the 198 markers included in this contract that require removal, cleaning and resetting but no additional conservation treatments. This list summarizes information compiled in greater detail in the document entitled **2011 Fannin-Lehner Burial Hill Section B Gravestone/Monument Condition Assessment Report** (Attachment A).
- C. Attention is directed to the document entitled **2011 Fannin-Lehner Burial Hill Section B Gravestone/Monument Condition Assessment Report** (Attachment A) for a description of the 131 markers included in this contract that require Conservation Treatments in addition to removal from the ground, cleaning and resetting. Descriptions of conditions and well as recommended treatments included in the list at the end of the specifications are for the purpose of identifying the markers that will be treated under this contract and for giving a general description of the conditions and recommended treatments. The short description is not intended to define all of the treatments or treatment steps that may be required. It is the responsibility of the bidder to examine each stone on the list prior to submitting a bid.
- D. Attention is directed to the documents entitled **Burial Hill Overall Section Map** (Attachment C) a map of Burial Hill in the 1990's Section B1-B7 and **Section B – Circled Priority Map** (Attachment D) for the locations of markers in this project.

1.02 SUMMARY AND DESCRIPTION OF WORK

- A. The work of this section consists of the provision of all materials, labor and

equipment and the like necessary and/or required for the complete execution of all stone conservation and resetting as required by the specifications and schedules.

B. Outline of Scope of Work:

Part 1: Excavation, Cleaning, Documentation and Resetting of **198** markers listed on the document entitled **Section B – Remove, Clean and Reset** (Attachment B).

1. **Part 2:** Conservation treatments plus excavation, cleaning, and resetting of **131** markers listed in the document entitled **2011 Fannin-Lehner Burial Hill Section B Gravestone/Monument Condition Assessment Report** (Attachment A).
2. Review of existing project reports, conditions assessments and documentation for all the headstones and footstones that are scheduled to receive conservation treatments and/or resetting under this contract.
3. Document the condition of each grave marker or footstone scheduled to receive conservation treatments under this contract with a survey sheet, and digital photographs prior to proceeding with any work. Stones that require resetting and no further treatment can be photographed when they are out of the ground and lying flat. Markers that require resetting only do not require a survey sheet unless, upon removal from the ground, the marker appears to be too short to be reset without adding to the marker and/or creating a custom made cast concrete base.
4. Some of the markers that are scheduled for conservation treatment and/or resetting may turn out to be broken into two or more fragments when they are removed from the ground. Bidders on **Part 1: Remove, Clean Reset – Markers** shall include reattaching the fragments of up to 25 markers in their bid. Bidders on **Part 2: Conservation Treatments plus Excavation, Cleaning and Resetting of Markers** shall include reattachment of all fragments discovered below grade in their bid.
5. Some of the markers that are scheduled for conservation treatment and/or resetting may turn out to be missing a section when they are removed from the ground and are therefore too short to be reset in the ground. Bidders on **Part 1: Remove, Clean Reset – Markers** shall include creating a cast concrete setting base for up to 40 broken markers in their base bid. Bidders on **Part 2: Conservation Treatments plus Excavation, Cleaning and Resetting of Markers** shall include extending the markers or casting a concrete setting

base for all markers that may require them in their bid.

6. Submit conservation treatment plan for approval prior to proceeding with any work.
7. Clean all stones to remove biological growths and general soiling. Some species of lichens, particularly on slate markers, may prove resistant to removal using the specified chemicals and methods. If, after applying the specified treatments some lichens remain, no additional cleaning will be required.
8. Stabilize all loose fragments of stone and friable areas of stone prior to proceeding with excavation or cleaning.
9. Complete conservation treatments for each marker. Treatments include but are not limited to: Removal and resetting, removal of prior repairs and pins, gluing of pieces separated along cleavage planes, gluing and pinning of pieces broken across cleavage planes or bedding planes, grouting of fissures, cracks and seams, application of mortar caps, composite mortar repairs and laying down of flaking areas as well as attaching new pieces of stone to existing markers and/or creating new cast stone bases for markers that are too short to be reset with the carving or lettering above grade.
10. Resetting of grave markers includes supplying all sand, gravel, sod and soil required to reset the designated makers as well as all equipment and materials.
11. Document all treatments with digital photographs and notes on treatment documentation sheets during conservation work.
12. Thoroughly document condition of headstone or footstone after conservation work is complete with digital photographs as well as marked sketches and/or annotated photographs that indicate the locations of individual treatments.
13. Provide the Town with two (2) complete project binders at the end of the project containing the following: Copies of all survey sheets (Attachment E) with proposed treatments, copies of final treatment reports plus any field reports, and project correspondence. Include material safety data sheets, and manufacturer's cut sheets for all products. In addition, provide the Town with a thumb drive of all of the above plus before, during and after treatment photographs organized by the name(s) of the deceased and the map ID number assigned to the markers on the 1990's maps.

- C. Outline of Specific Treatments: The following is an outline of required treatment steps for groups of markers but is not intended to address all of the specific treatments that will be required on individual markers.
- a. Document conditions prior to removal using survey sheet and photography per specifications.
 - b. Secure all loose and friable areas with B-72 or water soluble adhesives and tissue paper or cloth prior to removal from the ground.
 - c. Number all fragments that are too large to be secured with B-72 using a numbering system based on the existing plot plan and the name and date of the deceased (where legible).
 - d. Remove markers that require removal and resetting in order to complete conservation treatments from ground as per specifications and transport to work area. If there are detached fragments, place fragments in clearly labeled plastic bags.
 - e. Remove soil residue from stones with water and stiff brushes and wood scrapers. Clean to remove biological growths such as algae, moss and lichens where required to complete conservation treatments such as reattachment of fragments, grouting, patching and mortar caps.
 - f. Remove prior adhesive and composite patching repairs. (Remove old pins where applicable)
 - g. Re-adhere fragments using specified adhesives and methods. (Install new stainless steel pins where required)
 - h. Laydown flaking areas with specified grouts/adhesives.
 - i. Fill cracks, seams and fissures with specified grouts.
 - j. Fill areas of loss with specified composite repair materials.
 - k. Apply mortar caps on the surface of stones with specified materials if required.
 - l. Extend stones that are too short to be reset so that the carving and lettering are above grade and/or re-set those stones in custom made cast concrete slot bases that will be below grade.

- m. Document the locations of all treatments on survey sheets. Photograph stone during and after treatment with digital photographs.
- n. Reset stone per specifications.

D. Scope for Markers that Require Removal, Cleaning and Resetting but No Additional Treatments

- a. Photograph slab markers when the marker has been removed from the ground prior to resetting and a second time after it has been reset. Multipart markers should be photographed before and after resetting.
- b. Some of the markers designated for resetting only are still in the ground but leaning while others are toppled and lying on the ground. Removal of leaning markers from the ground is a required treatment step. Do not attempt to true stones that are leaning without first removing them from the ground.
- c. Carefully remove markers from the ground without damaging them.
- d. Remove all ferrous pins from multipart markers and replace with stainless steel pins.
- e. Clean the exposed portions of the markers to remove biological growths and general spoiling.
- f. Reset markers straight and plumb with proper in-ground support.
- g. Reset markers so that all lines of decorative carving or lettering are above grade.
- h. Upon removal from the ground, some markers may turn out to be missing some, or all, of the lower portion and are therefore too short to be reset. Create a custom made cast concrete base for markers that are too short to be reset in the ground without falling or without burying the lettering.

1.03 SUBMITTALS

- A. Resumes and Qualifications: Contractor shall submit resumes and qualifications for each of the following individuals:

Conservator (s): The Bidder shall submit resume and a list of prior projects for lead conservator and any assisting conservators on the project. Submittal shall include at least five (5) examples of projects similar in scope and importance to the work at Cemetery with at least three (3) of those projects being National Register listed projects. Project references shall include name and date of execution of each project as well as the names and telephone numbers of references for each of the five projects.

Conservation Technicians and Stone Craftsmen: Contractor shall submit the resumes and a list of prior conservation and/or restoration projects for each individual who will be executing treatments on the markers.

- B. Product Data: Submit manufacturer's technical data for each product proposed in the treatment plan including recommendations for their application and use. Include test reports and certifications substantiating that products comply with requirements. Submit material safety data sheets for each product.
- C. Written Description: Submit written program for each phase of conservation including schedule and phasing. Include items for coordination with the Town and indication of how surrounding graves, grave markers, monuments and vital plantings will be protected. Describe materials and equipment to be used on site. Describe safety measures that will be taken to protect visitors while the work is underway and to protect the stones from damage while they are out of the ground.
- D. Alternate Methods: If, after the Bid is awarded, alternate methods and materials to those indicated in the bid specifications are proposed for any phase of the conservation or resetting work, the Successful Bidder shall provide a written description, including evidence of successful use on other comparable projects along with the standard submittals outlined above. Written approval from the Town is required prior to substituting any materials or methods.

1.04 MOCK UPS

- A. Sample of workmanship for stone stabilization with B-72 or water soluble adhesives and tissue paper or cloth.
- B. The Successful Bidder shall submit one (1) sample of removal of prior adhesive repairs and prior composite mortar repairs in locations indicated by Town. Samples to be evaluated for methodology and impact on stone.
- C. The Successful Bidder shall submit one (1) sample of new stone to stone adhesive joints for approval prior to proceeding with balance of repairs. Sample to be

evaluated for alignment of fragments, width of joint and absence of any epoxy on the visible surfaces of the stone.

- D. The Successful Bidder shall submit one (1) sample of grout injection for approval.
- E. The Successful Bidder shall submit for review one (1) sample of each of the following: tinted mortar fills, composite mortar repairs and mortar caps prior to proceeding with the balance of the work.
- F. The Successful Bidder shall submit one (1) completed treatment cycle of a slab marker that has been removed from the ground, treated and reset.
- G. The Successful Bidder shall submit a sample of a representative conditions assessment and treatment documentation survey sheet prior to starting work.
- H. The Successful Bidder shall submit sample of mortar fill or patch painted with Kiem mineral paint or approved equal. Sample to be applied to fully cured mortar.

1.05 REFERENCE STANDARDS

- A. Aggregates for concrete: ASTM C33
- B. Mortar Sand: ASTM C144
- C. Bricks: ASTM C216
- D. Mortar: ASTM C270
- E. Stainless Steel Threaded Rod: ASTM A276

1.06 QUALITY ASSURANCE

- A. Statement of Significance: The grave markers and headstones at Burial Hill represent some of the earliest and most significant grave markers in New England. The burial ground is a designated historic burial ground and is listed on the National Register. All work performed must comply with the United States Secretary of the Interior's Standards for the Treatment of Cultural Landscapes and the AIC Code of Ethics and Guidelines for Practice.
- B. Stone Conservation Contractor: The Work by the Successful Bidder shall be performed by firm(s) employing masons and conservators that have no less than five (5) years of experience with comparable stone conservation projects. The

Bidder shall submit references for five (5) successfully completed projects - at least three (3) of which shall be National Register Listed Properties - and identify the scope of work for each project. For projects submitted that are not gravestone conservation projects identify successfully completed treatments that are the same as, or very similar to the stone conservation treatments specified in this Bid.

- C. The Successful Bidder shall maintain a steady crew for the duration of the project. Employ a qualified foreman who is present on the job every day.

1.07 JOB CONDITIONS

- A. Take whatever precautions are necessary to protect all of the grave markers in this project as well as adjacent markers, graves and monuments from damage resulting from work under this section or other related sections of work. Take all precautions that are necessary to protect the safety of visitors to the burial ground when work is underway, the Successful Bidder's equipment is on site and markers have been removed from the ground.
- B. Prevent mortar and patching compounds, adhesives, resins, etc. used in conservation and repair work from staining the stones under treatment or any adjacent stones, masonry, bronze, etc. Prevent damage from other materials or chemicals used on the project.
- C. Work shall not be permitted in freezing weather unless the work area has been enclosed and heated to maintain a constant temperature and humidity.
- D. Materials shall be used only at the manufacturer's recommended and temperature and humidity tolerances. In case of conflict between standards on the project, the more stringent shall apply.
- E. Removal of markers from the burying ground to a secure, heated conservation studio is encouraged in order to complete the project within the required time frame. Up to ten (10) markers may be removed at any one time. Return completed markers prior to removing any additional markers. Provide the Town with an inventory of markers to be removed. Specify where the markers will be taken and how they will be transported. The work space must be secure from theft and contain smoke alarms and fire suppression equipment. The space must be available for review prior to transporting the markers and while the work is underway. The inventory shall include a digital photograph of the entire marker inclusive of any fragments as well as the name(s) of the deceased and the map identification number. Update inventory immediately when the markers are returned to the burying ground.

PART 2: PRODUCTS

2.01 MATERIALS GENERAL

- A. Comply with referenced standards and other requirements indicated applicable to each type of material required.
- B. Reference in the specifications to materials by trade name is to establish a standard of quality. It is not intended to exclude other manufacturers whose materials that, in the judgment of the Town, are equivalent to those named based on sample panels.

2.02 MORTAR MATERIALS FOR FILLS, REBUILDING AREAS OF LOSS and MORTAR CAPS

- A Composite Repair Mortars
 - a) Non-Polymer Modified Composite Repair Mortars for filling areas of loss in
Slate or Marble : Jahn M-70, Jahn M-120, 160 from Cathedral Stone Products. 8332 Bristol Court, #107, Jessup, Maryland 20794 (800) 684-0901 or approved equal.
 - b) Polymer Modified Composite Repair Mortars for Mortar Caps and Seam fills on Slate Markers : Edison Custom System 45 from Edison Chemical Systems, Inc. 25 Grant Street, Waterbury, CT 06704 (203) 597-8044
 - c) Hydraulic Lime Based Repair Mortar for Filling Seams and areas of Loss on Marble and Sandstone Markers: Lithomix from St Astier available from LimeWorks.us 215-536-6706 [Email LimeWorks.us](mailto:Email@LimeWorks.us)

2.03 GROUT MATERIALS

- A. Acryloid B-72 (Ethyl Methacrylate Copolymer) dissolved in solvent. Concentrations to vary depending on the depth and width of the crack or void to be filled. Large voids to be filled with B-72 bulked with an inert material such as fine silica sand. Exact proportions to be determined by conservator in the field based on the size of the area to be filled and other requirements such as the ability of the mix to flow evenly through the area.
- B. Hydraulic Lime Grout for fills and injecting into voids

1 part hydraulic lime. (Available from LimeWorks.us 215-536-6706 [Email LimeWorks.us](mailto:LimeWorks.us)) and 2.5 –3 parts fine sand and/or stone dust and inorganic pigment as required to match color of slate or marble. Not to exceed ASTM ratios of pigment to binder.

2.04 MATERIALS FOR THE STABILIZATION OF LOOSE FRAGMENTS PRIOR TO REMOVAL OR OTHER TREATMENTS.

- A. Acrylic Resin B-72 and Japanese tissue paper or fine cloth such as silk Crepeline applied to the surface of the friable or loose stone. B-72 to be dissolved in solvent such as acetone. Percentage of solids to solvent to be field tested. Approximately 5% . For situations where a water soluble adhesive is appropriate: Methyl Cellulose or Polyvinyl Alcohol can be used to lay down the tissue paper or cloth.

2.05 STONE ADHESIVES FOR NON-STRUCTURAL REPAIRS AND LAYING DOWN OF STONE FLAKES, AND VERY SHALLOW AREAS OF EXFOLIATION.

- A. Paraloid Acrylic Resin B-72 (100%) dissolved in solvent such as acetone. Percentage of solids to solvent to be field tested. Tubes of 10% paraloid B-72 in acetone can be obtained from Talas, 330 Morgan Ave., Brooklyn, NY 11211 212 219-0770 www.talasonline.com or other conservation supply companies.

2.06 STONE ADHESIVE FOR STRUCTURAL REPAIRS AND PINNING of FRAGMENTS

- A. Exterior grade flowable and paste epoxies that are moisture tolerant and specifically manufactured for the structural repair of stone and masonry. Akemi Akepox 2000, 2010, 2030, 5000, 5010 from Akemi North America (877) 462-5364 available from Stone Boss Industries, 26-04 Borough Place, Woodside, NY 11377 (718)278-2677 Fax (718) 267-1997 or approved equal.

2.07 CLEANING AGENTS FOR REMOVING SOILING PRIOR TO ADHESIVE REPAIRS

- A. Water: All water shall be clean potable water. If potable water is not available at jobsite contractor must provide clean potable water.
- B. Non-Ionic Detergents: Triton X 100 available from Talas, 568 Broadway, New York, NY 10012 (212) 219-0770
- C. Concentrated Soap: Vulpex Soap available from Talas, 568 Broadway, New York, NY 10012 (212) 219-0770

- D. Synthetic Anionic Detergent: Orvus WA Paste available from Talas, 568 Broadway, New York, NY 10012 (212) 219-0770

2.08 CLEANING AGENTS FOR REMOVING BIOLOGICAL GROWTHS

- A. D/2 as manufactured by

2.09 TOPICAL COLORING AGENT FOR COLOR MATCHING OF MORTAR PATCHES, SEAMS AND CRACK FILLS ON SLATE MARKERS

- A. Kiem Purktistalat silicate paints available from Kiem Mineral Systems, #62 Port Lewes, Lewes, and Delaware 19958 (302) 644-1007 Fax (302) 644-0866
- B. Silin Stain from Cathedral Stone Products. 8332 Bristol Court, #107, Jessup, Maryland 20794 (800) 684-0901

2.10 PINS FOR STRUCTURAL REPAIR OF FRAGMENTS

- A. Stainless steel Threaded rod grade 304 or better.

2.11 SOLVENTS FOR FLUSHING CRACKS AND FISSURES AND FOR PREPARING MATING SURFACES PRIOR TO GROUTING OR ADHESIVE REPAIRS.

- A. Acetone (CH₃)₂CO
- B. Ethanol-D6 Anhydrous - May be mixed with water.

2.12 SOIL MATERIALS

- A. Structural Fill: Provide gravel, sandy gravel, or gravelly sand free from organic material. Loam, trash, snow, ice, frozen soil and other objectionable materials and well graded within the following limits.

Sieve Size Passing Through	Percent Finer by Weight
6 inches	100
No. 4	30-90
No. 40	10-50
No. 200	0-8

- B. Crushed Stone: Provide clean, washed crushed stone free of fine materials and graded within the following limits:

Sieve Size Passing Through	Percent Finer by Weight
6 inches	100
¾ inch	90-100
½ inch	20-30
No. 4	0-5
No. 40	0-5
No. 200	0-5

2.13 PINS FOR STONE TO STONE PINNING AT MULTIPART MARKERS

- A. Replace all existing steel pins with grade 304 or better stainless steel threaded rod matching the existing diameters and cut to the necessary lengths.
- B. For two and three piece markers and monuments that were not previously pinned, utilize two 5/8" diameter grade 304 or better stainless steel pins cut to length from threaded rod.

2.14 MORTAR FOR SETTING TWO AND THREE PIECE MARKERS AND MONUMENTS

- A. Setting Mortar shall be: 1 part Type 1 White Portland Cement or a combination of Type I/Type II Portland Cement as required to match existing mortar color, 1 Part Type S lime and 6 parts mortar sand.
- B. Pointing Mortar for White marble shall be: 1 part Type 1 White Portland Cement or a combination of Type I/Type II Portland Cement as required to match existing mortar color, 1 Part Type S lime and 6 parts mortar sand.
- C. Pointing Mortar for Granite to Granite Joints shall be tinted with alkali resistant colors specifically formulated for use with cement.

2.15 CEMENTITIOUS GROUT FOR SETTING STAINLESS STEEL PINS BETWEEN SECTIONS OF MULTI-PART MARKERS AND MONUMENTS.

- A. Mortar for setting pins and setting stones in slot bases shall be: A soft mortar that is durable but can be reversed in the future containing either Type I/II White or Light Gray Portland Cement and Type S lime and aggregate, or Naturally Hydraulic Lime (NHL 3.5) and aggregate, or Type S Dolimitic lime plus additives to make the mortar hydraulic. Ratio of binder to aggregate shall not be less than 1:2.5 or greater than 1:7

2.16 REPLACEMENT STONE: (For Extending Broken Stones)

- A. Marble: Vermont Marble available from Vermont Quarries, 88 Church Street, Rutland, Vermont 05701 (802) 775-1065 or approved equal.
- B. Slate: New or Salvaged slate to match color and texture of historic material. Portland Munson Slate available from Sheldon Slate Products, 38 Farm Quarry Road, Monson, ME 04464 207-997-3615, or approved equal.

2.17 GRAVEL

- A. Construction grade gravel ranging in size from 1/4" to 1" as required.

2.18 NEW CAST CONCRETE MIX SLOT BASES FOR RESETTING SHORT STONES

- A. Cast concrete shall be made from cast stone mix containing Type I/II White or Gray Portland Cement and graded aggregate. Hardened and cured mix shall reach a minimum compressive strength of 5,000 psi after 28 days.
- B. Cast concrete bases shall contain a custom made slot that allows the marker to be inserted into the slot and a weak grout to be placed between the marker and the sides of the slot in the base. Concrete base shall hold the marker in place securely but allow for drainage of water out of the slot.

PART 3: EXECUTION

3.01 TREATMENT PLAN

- A. The Successful Bidder is to submit for review, a detailed treatment proposal for the 131 markers scheduled for conservation treatments in this project. Conservation plan is to include any changes in scope, materials and/or methodologies from what has been specified. No work may commence on the markers until the treatment plan has been reviewed and approved. Treatment plan to include detailed descriptions of materials and methods to be used in each treatment as well as manufacturer's data on each product. Material Safety Data Sheets for each product to be submitted separately. Treatment plan to include sequence of proposed treatments.

3.02 DOCUMENTATION

- A. Survey Sheet: Each marker that is treated under Part 2 of this project shall have an individual survey/treatment sheet. The survey sheet shall record the plot number of the marker as indicated on the existing survey, the name of,

deceased, (where legible) and the year of death. The survey sheet shall contain an outline sketch of the marker and/or a photograph. All conditions and treatments must be noted on the sketch or photograph. The type of material and the rough dimensions of the marker shall also be recorded on the survey sheet. A sample survey sheet shall be submitted at the start of the project. One (1) set of completed survey/treatment sheets shall be placed in archival sleeves and turned over to the Town of Plymouth in binders at the end of the project. The project binders shall contain all survey and treatment documentation sheets plus hard copies of the manufacturer's data sheets and MSDS sheets for all products used in the treatments. In addition, all before, during and after digital photographs as well as digital copies of the survey and treatment sheets shall be placed on an external thumb drive and presented to the Town. Provide two (2) thumb drives with the complete documentation.

- B. Photo-documentation for Markers that Require Conservation Treatments in addition to Removal, Cleaning and Resetting: Each marker that is scheduled to receive conservation treatments under this project shall have at least six (6) views photographed with a digital camera that records images in not less than 6 megapixels. The views shall show the markers from the front and back or top or side depending on the scope of the treatments. There shall be at least two (2) views taken before, during and after treatment. All photographs of the before treatment phase are to be reviewed prior to starting treatments. Dark or unreadable photographs should be redone. All photographs are to be labeled electronically with the map identification number and name of the deceased and submitted with the documentation binders on an external thumb drive as per Paragraph 3.02 B.
- C. Photo-documentation for Markers that Require Removal, Cleaning and Resetting but no additional conservation treatments: Each marker that is scheduled to be cleaned and reset under this contract shall have at least four (4) views photographed – two before resetting and two after resetting - with a digital camera that records images in not less than 6 megapixels. The views shall show the markers from the front and back. Dark or unreadable photographs should be redone. All photographs are to be labeled electronically with the map identification number and name of the deceased and submitted with the documentation binders on an external thumb drive as per Paragraph 3.02 B.

3.03 PRE CONSOLIDATION/STABILIZATION PRIOR TO TREATMENTS

- A. The goal of pre-consolidation shall be to secure all loose, semi-detached or friable areas against loss during other conservation treatments including pointing and cleaning. The Successful Bidder will be held responsible for losses on the stone

that take place during conservation treatments therefore the extent of pre-consolidation shall be that which is in the Successful Bidder's judgment sufficient to secure against losses. Submittal shall be for materials and methodology not extent of pre-consolidation.

- B. Acrylic Resin B-72 dissolved in a solvent such as acetone approximately 5% solids shall be applied with a brush to areas requiring pre-consolidation. Japanese tissue paper shall be applied to wetted areas. Additional solution of B-72 may be applied over tissue paper. Where conditions permit, water soluble adhesives may be substituted for B-72

3.04 REMOVAL OF PRIOR MORTAR FILLS AND COMPOSITE MORTAR REPAIRS

- A. Pre-consolidation as described above shall precede all raking out of joints, removal of mortar caps and prior composite mortar or adhesive repairs. It is the conservator's responsibility to pre-consolidate all loose and friable areas of stone prior to starting other treatments.
- B. Surface tension and bond of prior repairs may be broken using power tools such as small diamond cutting wheels, Drummel-type Tools and small pneumatic chisels. All other removals to be performed by skilled craftsmen using hand tools. Use of hand held grinders or other power tools shall be only after demonstrated proficiency by each craftsman/conservation technician on selected control areas. Cutting wheel shall not be brought in proximity with stone surface or edges. Cutting wheels shall be used only to break the bonds to create entry points for hand tools. Every precaution shall be taken not to damage, nick, scar or abrade the stone.

3.05 MORTAR FILLS AND MORTAR CAPS -GENERAL

- A. The goal of mortar fills and caps is create the maximum water shedding fill, joint or seam for each particular configuration of stone.
- B. Surface of fill shall be tooled and slicked to conform to the contours of the edge of the stone in order to achieve maximum water shedding.
- C. Mix mortar to specified proportions and in conformance with the color and texture of approved samples.
- D. Apply mortar to stone that has been properly prepared and is free of dirt, soiling and any loose or friable material or surface accretions that may have a detrimental effect on the bond. Wet stone to avoid excess absorption of moisture from mortar.

- E. Apply mortar in consecutive lifts where required to avoid excessive shrinkage.
- F. Moist cure mortar until mortar is properly cured.
- G. When mortar has cured, tint surface of mortar with approved product.

3.06 MORTAR APPLICATION FOR FILLS AND MORTAR CAPS

- A. First layer to create a uniform depth for later applications and to be thoroughly compacted into cavities: apply mortar to a maximum thickness of 3/8"
- B. After voids have been filled to a uniform depth, apply remaining mortar in successive 1/4" thick layers: fully compact each layer and allow to dry to thumbprint hardness before applying next layer.
- C. When final layer is thumbprint hard, tool to match approved sample.
- D. Avoid feather-edging of mortar joint.
- E. If existing stonework has rounded edges from wear, recess slightly the mortar from face of stone surface.
- F. Immediately after completion, remove excess mortar by light brushing with a natural bristle brush. Do not leave encrusted matter.
- G. Keep mortar damp for 48 hours after pointing to permit proper hardening of mortar. Cover masonry temporarily with burlap, which is moistened periodically. Cover wall with plastic sheets temporarily to prevent evaporation. Continue to moisten for up to seven (7) days if required because of high temperatures or high winds. Protect mortar from overnight rain.
- H. For proprietary mortars; follow manufacturer's directions for applying and curing mortars.

3.07 CLEANING AFTER MORTAR FILLS OR PATCHING OR GROUTING

- A. The face of all stonework shall be thoroughly cleaned after completion of the pointing and other work liable to soil the stone. The stonework shall be gone over and any mortar splashes or smears shall be carefully removed from the surface with scrapers.
- B. The cleaning shall be done with clean water applied vigorously with fiber

brushes. After cleaning with brushes the stone shall be thoroughly rinsed with clear water. Proprietary cleaning compounds containing caustic agents, intended for removing mortar smears shall not be used. The goal is to remove all smears before they set so that caustic agents are not required.

3.08 CLEANING OF MARKERS

- A. The goal of the stone cleaning is to produce a surface that is free of organic growths and general soiling. This includes removal of all surface dirt and encrustations. Certain types of lichens that cannot be removed with specified means and methods will be exempted.
- B. Pre-Wet surface of stone with potable water. Apply Triton X-100 Non-ionic detergent diluted with water to stone surface using a natural bristle brush. Allow detergent and water to remain on surface for length of time determined in cleaning mock-ups. Rinse surface with water from garden hose.
- C. Repeat water and non-ionic detergent wash or proceed to clean with other specified cleaning agents as determined by the results of cleaning mock-up.

3.09 RE-ADHESION OF STONE (NON STRUCTURAL)

- A. Prepare mating surfaces of stone that is to be re-adhered by cleaning surfaces until surfaces are free of dirt, sand, old grout, old mortar, ferrous metal stains or deposits and organic materials. After cleaning with specified cleaning agents clean with specified solvents just prior to apply adhesive materials.
- B. Loose pieces of stone shall be reattached with Acrylic Resin B-72 dissolved in a solvent such as acetone. Approximately 10%-15% solids. Area of stone to receive reattachment and piece to be reattached shall be thoroughly coated with adhesive. Secure fragment until adhesive is set. Secure with reversible means. Clean surface of stone so that no adhesive residue remains on surface.

3.10 B-72 INJECTIONS FOR AREAS OF SHALLOW EXFOLIATION

- A. Using a hypodermic needle, inject solvent into crack or fissures to clean surfaces. After solvent has evaporated inject Acrylic B-72 10-15% by volume in solvent. Wipe surface clean and remove any excess with solvent. Hold acrylic back ½ inch from face of seam with clay. Remove clay and grout seam face with either Edison Custom 45 Tinted to match or bulked and tinted B-72.

3.11 ADHESIVE REPAIRS (STRUCTURAL)

- A. Prepare mating surfaces by removing prior adhesives where applicable and cleaning to remove soiling with detergents as specified above. Use solvents to remove any oil or grease from the mating surfaces.
- B. Lay fragments to be adhered on clean flat surface if marker has been removed from ground and locate the centerline of holes for pins. The diameter of the pin shall not exceed 20% of the width. Minimum pin embedment on either side of the joint shall be three inches. Holes shall be 1/16" larger than the diameter of the pin.
- C. Drill holes to receive pins where applicable. Blow dust out of drill holes. Test fit by placing pins in holes and dry setting. Set pins in edge of one fragment with epoxy and then dryset fragments to ensure that the pins are in the proper locations. mate surfaces. Do not apply epoxy to mating faces or other end of pin at this point. Adjust fit using clamps and jigs to hold stone in place. It is important that proper mating be achieved at this point. When the epoxy in the pin holes has set, separate pieces and apply epoxy to other end of pins and sparingly along mating surfaces. Reclamp stones and keep under pressure until epoxy has set. Set time will vary depending on temperature of air and stone.
- D. For fragments that will not be pinned, follow steps above for cleaning and dry setting to ensure proper fit. Use clamps and jigs as required to secure pieces.
- E. For Fragments to be adhered while marker is still in the ground follow steps above for cleaning. Use jigs and flat surfaces clamped to the stone in order to achieve best possible mating of surfaces.
- F. Mix and apply adhesives as per manufacturer's recommendations.
- G. Hold glue line away from face of stone in order to grout seam with tinted grout. Immediately remove any adhesive residue that has flowed over the face of stone using acetone or other solvent.
- H. Apply a tinted grout to the seam after the structural epoxy has set. Grout in seam should be flush with edges of stone on either side of the repair

3.12 REMOVAL OF MARKERS FROM THE GROUND

- A. Carefully dig on both sides of the marker without damaging or scraping the marker.

- B. If lifting equipment is required to lift the marker out of the hole, carefully place straps around marker so that the straps will not abrade or scratch the stone. For soft or friable stones such as deteriorated marble, place moving blankets around marker prior to securing straps and lifting marker.
- C. Store markers or component pieces of markers in a safe location. Cover markers when necessary to prevent damage or soiling.

3.13 REMOVAL OF OLD SETTING MORTARS FROM STONES OR SLOT BASES

- A. Carefully remove existing setting mortars with hand held chisels being careful not to damage the edges or faces of the stones.
- B. Completely remove old setting mortar in order to ensure a good bond for the new setting mortar.

3.14 REMOVAL OF EXISTING FERROUS PINS AND/OR EPOXY ADHESIVES FROM EXISTING PIN CONNECTIONS

- A. Carefully remove existing pins by either drilling into the grout, mortar or epoxy around the pin until the pin is free or by core drilling around existing pins.
- B. After core drilling carefully remove any remaining cement in the setting holes by chipping out the cement with small chisels.

3.15 RESETTING OF TWO AND THREE PART MARKERS

- A. Re-level lowest unit of multi-part markers using gravel and/or shim stones prior to setting additional units on top. Depending on the existing conditions, provide 6" of gravel beneath the lowest unit if the existing base is sitting on soil. For units located on steep slopes, slightly recess the uphill section of the base to prevent water from eroding the setting bed
- B. Use stainless steel pins set in existing holes between units, or drill new holes if none are existing. Holes should be 1/8" to 1/4" larger in diameter than the pin and 1/2" deeper than the length of the pin. **All reset multi-part markers to have pin connections between units regardless of whether there were pins originally.**
- C. Set pins in specified grouts not epoxy. Do not set pins in epoxy or other types of adhesives without prior approval. (Connections should remain reversible

in the future) **Do not adhere the individual units of two and three piece markers to each other with epoxy.**

- D. Set units of two and three piece markers and monuments on full mortar beds. Use wood wedges placed in the joints to control thickness of setting beds. Do not use shims that will remain as part of the setting bed. Maintain existing joint thicknesses. **Do not set historic markers in joint compound.**
- E. Compress setting mortar to a depth 2.5 times the joint height in order to prepare for the final pointing.
- F. Point joints using specified mortars. Use white mortar for white marble and tinted mortars for colored stones such as granite or sandstone. Tint the mortar to match the base color of the stone.

3.16 RESETTING SINGLE PIECE UPRIGHT MARKERS (SLAB MARKERS)

- A. Carefully remove and retain sod with topsoil retained in the root systems. Following sod removal, remove topsoil down to a depth where it becomes sandy and retain for reuse. Remove balance of earth to required depth without damaging marker. If marker is broken below grade search soil for fragments and reattach fragments. If no fragments are located proceed to extend the stone or manufacture a custom slot base so that it can be set with the letting and carving above grade.
- B. Shoring and Bracing: Slope excavations and provide shoring and bracing as needed to prevent collapse of the soil.
- C. Mark site of excavation with caution tape and orange cones and protect area by covering hole with plywood to prevent anyone from stepping into hole.
- D. Dewatering and Drainage: Remove water from hole using appropriate methods and protect excavations from surface runoff.
- E. When resetting single piece upright markers, place backfill in lifts of not more than 6" and compact material around grave marker prior to starting next lift. Brace the grave markers as required while surrounding them with compacted structural fill. Replace top soil and sod to existing depths.
- F. Disposal: Dispose of excess materials off site in a legal manner.

- G. Cold Weather: Do not reset grave markers when temperatures are below freezing or the fill could freeze prior to compaction.
- H. Stockpile soil, sod and inorganic soil removed from grave on site in separate piles for reuse.
- I. Protect all grave markers from damage during excavation and backfill operations.

3.17 RESETTING MARKERS IN EXISTING OR NEW SLOT BASES

- A. Reset slot base on six inches of compacted gravel and sand. Do not widen holes so that fill is visible around the edges of the base. Set slot base to its original depth so that top of base is at or just above grade for historic markers with existing slot bases. Set new slot bases created for broken markers below grade so that concrete base is not visible.
- B. After slot base has been cleaned of old mortar and re-set, set upright portion of marker in slot using specified grout/mortar. Compress setting grout/mortar and add another lift of mortar to create a bevel that will shed water away from the slot. Brace markers in place until setting mortar has cured and slab will not shift.
- C. Do not cut the bottom edge of broken markers to make a level edge if the break occurs in an area of carved lettering or decorative carving.

3.18 CASTING OF NEW SLOT BASES

- A. Cast new concrete bases using wood forms and a removable insert to create the slot. Slot in base should be wide enough on all sides to allow for a soft mortar to be installed between the stone and the concrete. Slot should contain drainage holes to keep water from accumulating in the slots.

3.19 EXTENSIONS TO SLAB MARKERS THAT ARE TOO SHORT TO BE RESET

- A. Stone extensions: Markers that are too short to be reset in the ground without covering the existing lettering and carvings can be extended with natural stone in the same manner that fragments of broken markers are reattached. (See paragraph 3.11 Adhesive Repairs (Structural).) The new piece of stone must be of the same width and thickness as the original and from the same geological class of stone, i.e. marble with marble and slate with slate. The new piece of stone must be coped out to mate with existing piece of stone without removing any of the historic material that contains carving or lettering.

B CAST-ON EXTENSTIONS FOR SLATE OR MARBLE SLAB MARKERS

- a) Drill holes in bottom edge of markers and adhere with specified epoxy stainless steel pins that have been bent into an "L" or "J" shape.
- b) Create a wooden casting box around stone and seal seams with a fast setting sealant.
- c) Cast tinted concrete into box, compacting it around pins and against the stone.
- d) Moist cure concrete prior to stripping forms.
- e) Remove excess material and grout any voids between the stone and the cast base with a tinted cement based mortar.

3.20 TREATMENT OF MARKERS THAT ARE SET IN GRANITE SURROUNDS

- A. Remove failing sealants, caulks, mortar etc from gap between marker and surround. Check adhesion of marker to stone surround. If marker is loose enough to remove, then remove marker and store in safe place temporarily and notify Town prior to proceeding with any additional steps or re-adhering the marker to the surround.
- B. Markers that are going to be reset in the granite surround should be reset with reversible methods and materials. Acceptable methods include but are not limited to using lead wool or lead shims to set the marker, recaulking the perimeter seams with sealant but not the back of the monument, installing reversible hidden connections manufactured from non-ferrous metal and/or other non-corrosive materials.
- C. Fill seam with sealant or mortar after consultation with the Town.

Silence of Specifications

The apparent silence of these specifications as to any detail or omission from it, or a detailed description concerning any point, shall be regarded as meaning that only the best practices are to prevail, and that only materials of first quality and correct type, size and design are to be used. All interpretations of these specifications shall be made on the basis of this statement.

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ATTACHMENT A

2011 Fannin-Lehner Burial Hill Section B Gravestone/Monument
Condition Assessment Report

November 2014

OLD BURIAL HILL - PLYMOUTH MA
SECTION B

GRAVESTONE/MONUMENT
CONDITION ASSESSMENT

FANNIN•LEHNER
12/19/11

SECT/#	LAST NAME	FIRST NAME	D OF DEATH	TYPE	MATERIAL	NOTES	TREATMENT	PR/COMP
B-5	DOTEN	CAPT. THOMAS	FEB. 28, 1794	HEAD	SLATE	TILTING/ RAISED	EXCAVATE. CLEAN. RESET	1
B-7	TURNER	PATIENCE	DEC. 9, 1773	HEAD	SLATE	TILTING/ RAISED	EXCAVATE. CLEAN. RESET	1
B-8	TURNER	PATIENCE COLEMAN	OCT. 19, 1775	HEAD	SLATE	TILTED/ DELAMINATING	EXCAVATE. CLEAN. RESET TACK. CAP	1
B-10	TURNER	ELEAZAR S.	NOV. 9, 1800	HEAD	SLATE	TILTING	EXCAVATE. CLEAN. RESET	2
B-14	MARSON	MR. SAMUEL	AUG. 28, 1769	HEAD	SLATE	TILTING/ PROPER RIGHT SIDE EXTENDS OVER STEEP SLOPE	EXCAVATE. CLEAN. RESET AT LEAST 12" TO PROPER LEFT	1
B-19	WHITE	ELIZABETH	DEC. 26, 1736	HEAD	SLATE	TILTING/ DELAMINATING	EXCAVATE. CLEAN. RESET CAP	1
B-20	WHITE	EXPERIENCE	MAY 5, 1756	HEAD	SLATE	BROKEN/ DELAMINATING	EXCAVATE. CLEAN. ADHESIVE REPAIR OF FRAGMENTS. NEW BASE. SET BASE. MORTAR INTO BASE	1
B-20A	WHITE	THOMAS	APR. 10, 1759	HEAD	SLATE	TILTING/ RAISED DELAMINATING	CLEAN. RESET LOWER. TACK. CAP	1
B-26	COOPER	ESTHER	SEPT. 9, 1803	HEAD	SLATE	TILTING	EXCAVATE. CLEAN. RESET	1

GRAVESTONE/MONUMENT
CONDITION ASSESSMENT

OLD BURIAL HILL - PLYMOUTH MA
SECTION B

SECT/#	LAST NAME	FIRST NAME	D OF DEATH	TYPE	MATERIAL	NOTES	TREATMENT	PR/COMP
B-27	COOPER	LUCY TAYLOR	SEPT. 19, 1803	HEAD	SLATE	TILTING/ BROKEN?	EXCAVATE. CLEAN. RESET	1
B-28	COOPER	GEORGE	NOV. 7, 1795	HEAD	SLATE	TILTING	EXCAVATE. CLEAN. RESET	1
B-30	WATSON	MRS. ELIZABETH	SEPT. 2, 1798	HEAD	SLATE	FALLEN/ BROKEN	EXCAVATE. CLEAN. RESET BOTTOM FRAGMENT. AD REP TOP TO BOTTOM FRAGMENT. INFILL	1
B-32	WATSON	MISS LUCIA	NOV. 11, 1765	HEAD	SLATE	TILTING/ ENCRUSTED LICHEN	EXCAVATE. CLEAN. RESET.	2
B-33	WATSON	MR. ELKANAH	SEPT. 7, 1804	HEAD	SLATE	TILTING/ ENCRUSTED WITH LICHEN	EXCAVATE. CLEAN. RESET	1
B-33F	WATSON	MR. ELKANAH	SEPT. 7, 1804	FOOT	SLATE	DELAMINATING	CLEAN. CAP	1
B-38F	SAMPSON	MISS CAROLINE	FEB. 5, 1824	FOOT	MARBLE	TILTING/ DELAMINATING	EXCAVATE. CLEAN. RESET. CAP	1
B-39	SAMPSON	HON. ZABDIEL	JULY 19, 1828	HEAD	MARBLE	TILTING	EXCAVATE. CLEAN. RESET	2
B-39F	SAMPSON	HON. ZABDIEL	JULY 19, 1828	FOOT	MARBLE	TILTING	EXCAVATE. CLEAN. RESET	2

OLD BURIAL HILL - PLYMOUTH MA
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SECT / #	LAST NAME	FIRST NAME	D OF DEATH	TYPE	MATERIAL	NOTES	TREATMENT	PR/COMP
B-40	SAMPSON	MRS. RUTH L.	FEB. 16, 1837	HEAD	MARBLE	TILTING	EXCAVATE. CLEAN. RESET	1
B-40F	SAMPSON	MRS. RUTH L.	FEB. 16, 1837	FOOT	MARBLE	TILTING	EXCAVATE. CLEAN. RESET	2
B-42	TAYLOR	WILLIAM	JUNE 27, 1851	HEAD	SLATE	TILTING	EXCAVATE. CLEAN. RESET	2
B-44	VIRGIN	CAPT. JOHN	OCT. 23, 1822	HEAD	SLATE	TILTING	EXCAVATE. CLEAN. RESET	1
B-44F	VIRGIN	CAPT. JOHN	OCT. 23, 1822	FOOT	SLATE	TILTING	EXCAVATE. CLEAN. RESET	1
B-45	VIRGIN	ABIGAIL	FEB. 13, 1880	MON	MARBLE	BROKEN/ FALLEN	DISASSEMBLE. EXCAVATE LOWER BASE. REMOVE PREVIOUS REPAIR. CLEAN. RESET LOWER BASE. DRILL & PIN MIDDLE BASE AND PIN TO LOWER BASE. DRILL. AND PIN LOWER FRAGMENT OF DIE TO MIDDLE BASE. DRILL AND PIN TOP FRAGMENT OF DIE TO LOWER. INFILL	1
B-46	VIRGIN	CAPT. JOHN	OCT. 3, 1814	HEAD	SLATE	TILTING/ CARVER: J. TRIBELL	EXCAVATE. CLEAN. RESET	1
B-47	WESTON	MRS. PRISCILLA	MAY 30, 1853	HEAD	SLATE	TILTING	EXCAVATE. CLEAN. RESET	1

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B-48	VIRGIN	WILLIAM HENRY	DEC. 9, 1796	HEAD	SLATE	TILTING/ (UNIDENTIFIED FRAGMENT CLOSE BY)	EXCAVATE. CLEAN. RESET	1
B-49	ROBBINS	MRS. SALLY	MAY 27, 1808	HEAD	SLATE	TILTING/ ENCRUSTED WITH LICHEN	EXCAVATE. CLEAN. RESET	1
B-50F	TRIBBLE	JOSEPH, JR. MARY (ETC.)	MAR. 13, 1828 FEB. 10, 1833	FOOT	SLATE	TILTING/ RAISED	EXCAVATE. CLEAN. RESET LOWER	1
B-50-1	GODDARD	MARY	APR. 23, 1822	HEAD	SLATE	TILTING	EXCAVATE. CLEAN. RESET	2
B-51	TRIBELL	SARAH	OCT. 28, 1774	HEAD	SLATE	TILTING	EXCAVATE. CLEAN. RESET	2
B-52	TRIBBLE	JOSEPH, JR. SARAH	JAN. 9, 1828 DEC. 8, 1848	HEAD	SLATE	TILTING	EXCAVATE. CLEAN. RESET	2
B-52F	TRIBBLE	JOSEPH, JR. SARAH	JAN. 9, 1828 DEC. 8, 1848	FOOT	SLATE	TILTING/ FACING IN WRONG DIRECTION	EXCAVATE. CLEAN. RESET FACING EAST	1
B-52-2	GODDARD	MR. WILLIAM WILLIAM	JULY 10, 1799 SEPT. 22, 1798	HEAD	SLATE	TILTING	EXCAVATE. CLEAN. RESET	1
B-53F	WATSON	JOHN, ESQ. MRS. LUCIA	FEB. 1, 1826 OCT. 25, 1793	FOOT	SLATE	TILTING/ FACING IN WRONG DIRECTION	EXCAVATE. CLEAN. RESET FACING EAST	2

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SECT/#	LAST NAME	FIRST NAME	D OF DEATH	TYPE	MATERIAL	NOTES	TREATMENT	PR/COMP
B-54	WATSON	EUNICE ELIZA ANN	SEPT. 14, 1838 SEPT. 14, 1847	HEAD	MARBLE	FALLEN/ BROKEN	EXCAVATE & EVALUATE. NEW BASE? CLEAN. SET BASE. MORTAR INTO BASE	1
B-54F	WATSON	EUNICE ELIZA ANN	SEPT. 14, 1838 SEPT. 14, 1847	FOOT	MARBLE	TILTING	EXCAVATE. CLEAN. RESET	1
B-56	DUNHAM	MR. ELISHA	NOV. 14, 1803	HEAD	SLATE	TILTING	EXCAVATE. CLEAN. RESET	1
B-57	DICKSON	SAMUEL	SEPT. 10, 1807	HEAD	SLATE	TILTING	EXCAVATE. CLEAN. RESET	2
B-60	DICKSON	JOHN	OCT. 7, 1802	HEAD	SLATE	TILTING	EXCAVATE. CLEAN. RESET	1
B-61	BATTLES	MR. SAMUEL	JULY 31, 1812	HEAD	SLATE	TILTING/ ENCRUSTED WITH LICHEN	EXCAVATE. CLEAN. RESET	2
B-62	BATTLES	WILLIAM	DEC. 12, 1802	HEAD	SLATE	TILTING	EXCAVATE. CLEAN. RESET	1
B-65	TRIBBLE	WILLIAM	JUNE 14, 1832	HEAD	SLATE	TILTING	EXCAVATE. CLEAN. RESET	1
B-67F	HAYWARD	BEZA, ESQ.	JUNE 4, 1830	FOOT	SLATE	TILTING	EXCAVATE. CLEAN. RESET	2
B-70	RUSSELL	WILLIAM S. MARY WINSLOW	1863 1890	MON	GRANITE	FALLEN (NEEDS LIFT)	EXCAVATE BASE AND BRING TO LEVEL. RESET DIE ON BASE. CLEAN	1

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SECT/#	LAST NAME	FIRST NAME	D OF DEATH	TYPE	MATERIAL	NOTES	TREATMENT	PR/COMP
B-73	BARTLETT	CAPT. ANDREW MRS. ELIZABETH	MAY 6, 1832 JULY 9, 1844	HEAD	MARBLE	TILTING/ BROKEN	REMOVE PREVIOUS REPAIRS. EXCAVATE BASE FRAGMENT. CLEAN. RESET BASE FRAGMENT. DRILL & PIN TOP TO BOTTOM FRAGMENT. INFILL	.1
B-75	PERKINS	GEORGE	FEB. 6, 1834	HEAD	SLATE	TILTING	EXCAVATE. CLEAN. RESET	2
B-77	HAYWARD	PENELOPE P.	MAR. 22, 1801	HEAD	SLATE	TILTING	EXCAVATE. CLEAN. RESET	1
B-80F	FIELD	CHARLES	AUG. 22, 1838	FOOT	MARBLE	TILTING	EXCAVATE. CLEAN. RESET	1
B-81F	HAYWARD	ELIZABETH ANN	FEB. 3, 1840	FOOT	MARBLE	TILTING	EXCAVATE. CLEAN. RESET	1
B-82	HOLBROOK	ELIPHALET AMELIA LIZZIE	1886 1875 1860	MON	GRANITE	FALLEN/ BASE TILTING	EXCAVATE AND LEVEL BASE. RESET DIE ON BASE. CLEAN	1
B-83F	ATWOOD	WILLIAM WILLIAM, JR. (ETC.)	MAR. 11, 1821 OCT. 1, 1807	FOOT	SLATE	TILTING	EXCAVATE. CLEAN. RESET	2
B-84	SWAN	CHARLES T.	OCT. 21, 1865	SMALL MON	MARBLE/ SANDSTONE	TILTING/ SUNKEN	EXCAVATE. CLEAN. RESET HIGHER	1
		BEGIN MAP, PART 2						

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SECT/#	LAST NAME	FIRST NAME	D OF DEATH	TYPE	MATERIAL	NOTES	TREATMENT	PR/COMP
B-87	TURNER	MR. DAVID	OCT.. 4, 1775	HEAD	SLATE/ GRANITE ENFRAME- MENT	TILTED BY CEDAR TREE/ EFFLORE- SCENCE/ GAPS IN SETTING MATERIAL	REMOVE TREE OR MOVE ENFRAMMENT TO PROPER LEFT. EXCAVATE. RESET ENFRAMMENT CLOSER TO #B-88. REMOVE EFFLORESCENCE. CLEAN. RENEW SETTING MATERIAL	
B-88	TURNER	MR. DAVID	JAN. 18, 1869	HEAD	SLATE/ GRANITE ENFRAME- MENT	EFFLORE- SCENCE/ GAPS IN SETTING MATERIAL	REMOVE EFFLORESCENCE AND LOOSE SETTING MATERIAL. CLEAN. RENEW SETTING MATERIAL	1 2
B-88A	PRINCE	THOMAS FORSTER	SEPT. 13, 1783	HEAD	SLATE	DELAMINATING	EXCAVATE. CLEAN. STABILIZE DELAMINATIONS. INFILL	1
B-90	TURNER	MRS. RUTH	MAR. 28, 1755	HEAD	SLATE/ GRANITE ENFRAME- MENT	TILTING/ EFFLORE- SCENCE/ GAPS IN SETTING MATERIAL	EXCAVATE. RESET. REMOVE EFFLORESCENCE AND LOOSE SETTING MATERIAL. CLEAN. RENEW SETTING MATERIAL	1
B-96	SHURTLIFF	FAITH	MAR. 28, 1743	HEAD	SLATE	DELAMINATING	CLEAN. TACK CAP	1
B-100	FOSTER	SAMUEL	SEPT. 27, 1744	HEAD	SLATE/ GRANITE EN- FRAMMENT	TILTING	EXCAVATE. CLEAN. RESET	1

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SECT/#	LAST NAME	FIRST NAME	D OF DEATH	TYPE	MATERIAL	NOTES	TREATMENT	PR/COMP
B-103E	ROBBINS	LEMUEL F.	MAY 18, 1841	HEAD	MARBLE	TILTING	EXCAVATE. CLEAN. RESET	2
B-108	GALE	REBEKAH	AUG. 10, 1840	HEAD	SLATE	TILTING	EXCAVATE. CLEAN. RESET	2
B-112	FOSTER	ELISHA	NOV. 19, 1730	HEAD	SLATE	TILTED/ ENCRUSTED WITH LICHEN	EXCAVATE. CLEAN. RESET	1
B-113	BROOKS	BETSEY	APRIL 19, 1794	HEAD	SLATE	TILTING/ DELAMINATING	EXCAVATE. CLEAN. RESET. STABILIZE DELAMINA- TIONS ON FACE LAYER.	1
B-114	BACON	THOMAS	AUG. 6, 1753	HEAD	SLATE	TILTING/ DELAMINATING	EXCAVATE. CLEAN. RESET. TACK. CAP.	1
B-116	JACKSON	SAMUEL	NOV. 2, 1745	HEAD	SLATE/ GRANITE ENFRAME- MENT	TILTING	EXCAVATE. CLEAN. RESET	1
B-117	JACKSON	MR. NATH'L	JULY 14, 1743	HEAD	SLATE/ GRANITE ENFRAME- MENT	TILTING (8" THICK)	EXCAVATE. CLEAN. RESET	1
B-118	JACKSON	MRS. RUTH	MAR. 29, 1742	HEAD	SLATE/ GRANITE ENFRAME- MENT	TILTING	EXCAVATE. CLEAN. RESET	1

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SECT/#	LAST NAME	FIRST NAME	D OF DEATH	TYPE	MATERIAL	NOTES	TREATMENT	PR/COMP
B-119	BACON	CHARLES HENRY	SEPT. 16, 1802	HEAD	SLATE	TILTING/ ENCRUSTED WITH LICHEN	EXCAVATE. CLEAN. RESET	1
B-120	BACON	HENRY SAMPSON	JAN. 21, 1787	HEAD	SLATE	TILTING	EXCAVATE. CLEAN. RESET	1
B-122F	SYLVESTER	CAPT. NATHANIEL	MAR. 18, 1830	FOOT	SLATE	TILTING	EXCAVATE. CLEAN. RESET	1
B-123	SYLVESTER	MARY MARLOW	OCT. 31, 1835	HEAD	MARBLE	TILTING	EXCAVATE. CLEAN. RESET	1
B-124	ROBBINS	CAPT. NATHAN B.	1865	MON	GRANITE	TILTING	EXCAVATE. BRING TO LEVEL. CLEAN	1
B-125	ROBBINS	CHARLES	JAN. 22, 1803	HEAD	MARBLE	FALLEN/ BROKEN	EXCAVATE BOTTOM FRAGMENT AND EVALUATE ALL FRAGMENTS. REMOVE PREVIOUS REPAIR. CLEAN NEW BASE? DRILL & PIN FRAGMENTS. SET BASE? MORTAR INTO BASE-INFILL	1
B-126	ROBBINS	LUCIA R.	SEPT. 7, 1845	HEAD	SLATE	TILTING	EXCAVATE. CLEAN. RESET	2
B-127F	ROBBINS	LUCIA W.	JAN. 19, 1826	FOOT	SLATE	TILTING	EXCAVATE. CLEAN. RESET	2
B-129	BACON	CAPT. NATHAN MRS. MARY	APR. 10, 1786 JAN. 17, 1825	HEAD	SLATE	ENCRUSTED WITH LICHEN	CLEAN	2

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SECT/#	LAST NAME	FIRST NAME	D OF DEATH	TYPE	MATERIAL	NOTES	TREATMENT	PR/COMP
B-129F	BACON	CAPT. NATHAN MRS. MARY	APR. 10, 1786	FOOT	SLATE	TILTING	EXCAVATE. CLEAN. RESET	1
B-130	BACON	MARY T. BETSEY (ETC.)	NOV. 12, 1860 JAN. 23, 1891	MON	GRANITE	FALLEN	REMOVE PREVIOUS REPAIR AND OLD PINS. EXCAVATE BASE. CLEAN. RESET BASE. PIN DIE TO BASE	1
B-132	MANTER	WILLIAM F WINSLOW (ETC.)	OCT. 30, 1846 DEC. 7, 1835	HEAD	MARBLE	FALLEN/ BROKEN	EXCAVATE & EVALUATE BOTTOM FRAGMENT AND BASE. MIDDLE FRAGMENT FRIABLE. CLEAN. IF STONE IS DRILLED AND PINNED AND MORTARED INTO BASE IT WILL NEED A "BACKER". INFILL	1
B-133	MANTER	LUCY B.	DEC. 3, 1856	HEAD	MARBLE	FALLEN/ BROKEN	SET ASIDE FRAGMENTS AND EXCAVATE BASE. REMOVE PREVIOUS REPAIR. CLEAN. RESET BASE. MORTAR BOTTOM FRAGMENT INTO BASE. DRILL & PIN TOP TO BOT- TOM FRAGMENT. INFILL	1
B-134	WEST	SAMUEL	AUG. 22, 1731	HEAD	SLATE	TILTING/ ENCRUSTED WITH LICHEN/ DELAMINATING	EXCAVATE. CLEAN. TACK. CAP	1

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SECT/#	LAST NAME	FIRST NAME	D OF DEATH	TYPE	MATERIAL	NOTES	TREATMENT	PR/COMP
B-135	FAUNCE	MISS MARY	FEB. 1, 1844	HEAD	SLATE	TILTING	EXCAVATE. CLEAN. RESET	2
B-136F	STURGES	JONATHAN	JAN. 20, 1823	FOOT	SLATE	TILTING	EXCAVATE. CLEAN. RESET	1
B-138	WATSON	BENJAMIN M.	NOV. 12, 1835	HEAD	SLATE	TILTING/ ALMOST TOUCHING #139	EXCAVATE. CLEAN. RESET	1
B-139F	WATSON	MRS. LUCRETIA BURR	AUG. 29, 1864	FOOT	SLATE	TILTING	EXCAVATE. CLEAN. RESET	1
B-141	WADSWORTH	CHARLES	NOV. 10, 1864	HEAD	MARBLE/ SANDSTONE	TILTING	EXCAVATE. CLEAN. RESET	1
B-142	WADSWORTH	SUSAN E.	JULY 7, 186?	MON	MARBLE/ GRANITE	FALLEN/ BROKEN/ TILTING	EXCAVATE THE TWO BASES. REMOVE PREVIOUS REPAIR. CLEAN. RESET BASES. DRILL & PIN DIE TO BASES. INFILL	1
B-143	BATES	EMILY F.	DEC. 22, 1825	MON	MARBLE	FALLEN (HEAVY)	EXCAVATE FOUNDATION AND EVALUATE. IF NECESSARY, LEVEL FOUNDATION. RESET MONUMENT ON FOUNDATION. CLEAN.	1

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SECT/#	LAST NAME	FIRST NAME	D OF DEATH	TYPE	MATERIAL	NOTES	TREATMENT	PR/COMP
B-144	BATES	HIRA	JAN. 13, 1870	MON	MARBLE/ GRANITE	FALLEN (HEAVY)	SET DIE AND MARBLE BASE ASIDE. EXCAVATE GRANITE BASE. CLEAN. REPIN DIE AND MARBLE BASE TO GRANITE BASE	1
B-145	DI MAN	LIZZIE G. HATTIE A. MIRIAM G.	MAY 7, 1863 FEB. 8, 1864 APR. 9, 1865	HEAD	MARBLE/ SANDSTONE	TILTING	EXCAVATE. CLEAN. RESET	1
B-150	DITMAN	VALENTINE	OCT. 14, 1865	HEAD	MARBLE/ SANDSTONE?	TILTING	EXCAVATE. CLEAN. RESET	1
B-151	BARNES	LORENZO D.	AUG. 30, 1878	HEAD	MARBLE	BROKEN/ FALLEN	EXCAVATE. NEW BASE? REMOVE PREVIOUS REPAIR. CLEAN. MORTAR BOTTOM FRAGMENT INTO BASE. PIN TOP TO BOTTOM FRAGMENT. INFILL	1
B-161	ATWOOD	MRS. JOANNA	OCT. 29, 1762	HEAD	SLATE	TILTING/ DELAMINATING	EXCAVATE. CLEAN. RESET. STABILIZE FACE FRAGMENT	1
B-163	COOPER	MRS. HANNAH	SEPT. 23, 1826	HEAD	SLATE	TILTING	EXCAVATE. CLEAN. RESET	2
B-164	BUGBEE	DEBORAH B. GOODING	FEB. 1, 1888	MON	MARBLE/ SANDSTONE	TILTING	EXCAVATE. BRING TO LEVEL. CLEAN	1
BEGIN MAP, PART 3								

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SECT/#	LAST NAME	FIRST NAME	D OF DEATH	TYPE	MATERIAL	NOTES	TREATMENT	PR/COMP
B-169.3F	BRADFORD	MR. NATHANIEL REBECCA (ETC.)	NOV. 24, 1837	FOOT	SLATE	TILTING	EXCAVATE. CLEAN. RESET	2
B-171	COLE	REBECCA	JULY 2, 1714	HEAD	SLATE	TILTING	EXCAVATE. CLEAN. RESET	2
B-173F	HEDGE	MRS. MERCY	DEC. 25, 1791	FOOT	SLATE	TILTING	EXCAVATE. CLEAN. RESET	2
B-174.2	BURNES	MR. JONATHAN	AUG. 20, 1714	HEAD	SLATE/ GRANITE ENFRAME- MENT	TILTING	EXCAVATE. CLEAN. RESET	1
B-176	ALLEN	MR. EZRA	NOV. 22, 1779	HEAD	SLATE	DELAMINATING	CLEAN. TACK. CAP	1
B-177	DURPHEY	PELEG MAREY	NOV. 16, 1730 OCT. 23, 1730	HEAD	SLATE/ GRANITE ENFRAME- MENT	FALLEN	MOVE ENFRAMEMENT ASIDE. EXCAVATE. RESET TO BOTTOM OF SLATE. CLEAN. (HEAVY)	1
B-178.3F	BRADFORD	CAPT. LEMUEL	MAY 22, 1828	FOOT	SLATE	TILTING/ BROKEN	EXCAVATE. CLEAN. NEW BASE. SET BASE. MORTAR INTO BASE	1
B-179	COLE	JAMES	NOV. 28, 1723	HEAD	SLATE/ GRANITE ENFRAME- MENT	TILTING/ EFFLORE- SCENCE	EXCAVATE. RESET. CLEAN AND REMOVE EFFLORESCENCE. FILL GAP BETWEEN STONE AND ENFRAMEMENT	1

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SECT / #	LAST NAME	FIRST NAME	D OF DEATH	TYPE	MATERIAL	NOTES	TREATMENT	PR / COMP
B-180	DURFEY	PELEG	DEC. 3, 1826	HEAD	SLATE/ GRANITE ENFRAME- MENT	TILTING	EXCAVATE. CLEAN. RESET	1
B-181	ATWOOD	EXPERIENCE	JULY 12, 1732	HEAD	SLATE	TILTING/ DELAMINATING/FACING WRONG DIRECTION	EXCAVATE. CLEAN. RESET WEST. CAP ALONG DELAMINATIONS	1
B-182.G	BARTLETT	JANE	DEC. 24, 1802	HEAD	SLATE	TILTING	EXCAVATE. CLEAN. RESET	2
B-183	CARVER	MRS. DOROTHY	JAN. 20, 1730/ 1731	HEAD	SLATE/ GRANITE ENFRAME- MENT	TILTING/ EFFLORE- SCENCE/ VOID IN SEAL	EXCAVATE. CLEAN AND REMOVE EFFLORESCENCE. INFILL VOIDS	1
B-184	CARVER	5 CHILDREN	1722-1730	HEAD	SLATE/ GRANITE ENFRAME- MENT	TILTING	EXCAVATE. CLEAN. RESET	1
B-185	PHILLIPS	ELIZABETH	JAN. 5, 1726/ 1727	HEAD	SLATE/ GRANITE ENFRAME- MENT	FALLEN	EXCAVATE. CLEAN. RESET TO BOTTOM OF SLATE (HEAVY)	1
B-186	OS(?)MENT	MRS. MARY	AUG. 17, 1830	HEAD	SLATE/ GRANITE ENFRAME- MENT	FALLEN	EXCAVATE. CLEAN. RESET TO BOTTOM OF SLATE (HEAVY)	1

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SECT/#	LAST NAME	FIRST NAME	D OF DEATH	TYPE	MATERIAL	NOTES	TREATMENT	PR/COMP
B-187	COLE	EPHRAIM	MAY 15, 1731	HEAD	SLATE/ GRANITE ENFRAME- MENT	FALLEN	EXCAVATE. CLEAN. RESET TO BOTTOM OF SLATE (HEAVY)	1
B-188	BACON	GEORGE P.	OCT. 11, 1819	HEAD	SLATE	TILTING	EXCAVATE. CLEAN. RESET	2
B-190	BACON	GEORGE T. NATHAN	JAN. 11, 1816 NOV. 7, 1815	HEAD	SLATE	TILTING	EXCAVATE. CLEAN. RESET	2
B-193A	BARTLETT	CHARLES T.	AUG. 2, 1825	HEAD	SLATE	TILTING	EXCAVATE. CLEAN. RESET	2
B-193D	BARTLETT	SYLVANUS TAYLOR	AUG. 7, 1808	HEAD	SLATE	TILTING/ IMPACTED BY TREE	EXCAVATE AND EXTRACT FROM TREE. CLEAN. RESET A FEW INCHES TO THE NORTH	1
B-193E	BARTLETT	JANE SAMSON	APR. 25, 1811	HEAD	SLATE	TILTING/ IMPACTED BY TREE	EXCAVATE AND EXTRACT FROM TREE. CLEAN. RESET A FEW INCHES TO THE SOUTH	1
B-193H	BARTLETT	SYLVANUS T.	APR. 14, 1822	HEAD	SLATE	TILTING	EXCAVATE. CLEAN. RESET	2
B-194	RICKARD	MRS. BATHSHEBA	DEC. 9, 1798	HEAD	SLATE	TILTING/ BROKEN	EXCAVATE. CLEAN. NEW BASE. SET BASE. MORTAR INTO BASE	1
B-195	DIER	MRS. HANNAH	DEC. 2, 1776	HEAD	SLATE	TILTING	EXCAVATE. CLEAN. RESET	2
B-196F	DYAR	CAPT. JOHN	OCT. 18, 1741	FOOT	SLATE	TILTING	EXCAVATE. CLEAN. RESET HIGHER	1

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SECT/#	LAST NAME	FIRST NAME	D OF DEATH	TYPE	MATERIAL	NOTES	TREATMENT	PR/COMP
B-198	BRADFORD	HANNAH	APR. 17, 1817	HEAD	MARBLE/ SANDSTONE BASE	TILTING/ BASE BROKEN	EXCAVATE & EVALUATE. BASE REPAIRABLE? NEW BASE? SET BASE. MORTAR INTO BASE	1
B-201	DUNHAM	BENJAMIN F.	MAR. 2, 1832	HEAD	SLATE	TILTING	EXCAVATE. CLEAN. RESET	2
B-201F	DUNHAM	BENJAMIN F.	MAR. 2, 1832	FOOT	SLATE	FALLEN	CLEAN. RESET	1
B-202-D	HARLOW	ALBERT B. BETSEY J.	N/A N/A	SMALL MON	MARBLE/ SANDSTONE	TILTING/ LOOSE ON BASE	DISASSEMBLE. CLEAN. RESET BASE. SECURE DIE TO BASE	1
B-205	CHURCHILL	MRS. SARAH	DEC. 28, 1825	HEAD	SLATE	TILTING/ ENCRUSTED WITH LICHEN	EXCAVATE. CLEAN. RESET	2
B-206	CHURCHILL	MR. ISAAC WILLIAM (ETC.)	OCT. 1797 OCT. 10, 1817	HEAD	MARBLE	TILTING	EXCAVATE. CLEAN. RESET	2
B-207	GREEN	CLARISSA A.	AUG. 7, 1864	HEAD	MARBLE	FALLEN/ TILTING	EXCAVATE BASE AND BASE FRAGMENT. REMOVE PREVIOUS REPAIR. CLEAN. RESET BASE AND BASE FRAGMENT. DRILL AND PIN TOP TO BOTTOM FRAGMENT. INFILL	1

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B-208A	PAULDING	"FATHER"	N/A	HEAD	MARBLE	FALLEN	EXCAVATE DIE AND BASE. REMOVE PREVIOUS REPAIR. CLEAN. RESET BASE. PIN DIE TO BASE	1
B-208B	PAULDING	"MOTHER"	N/A	HEAD	MARBLE	FALLEN	EXCAVATE BASE. REMOVE PREVIOUS REPAIR. CLEAN. RESET BASE. PIN DIE TO BASE	1
B-208-C	PAULDING	HATTIE E.	N/A	HEAD	MARBLE	TILTING/ SUNKEN	EXCAVATE. CLEAN. RESET HIGHER	2
B-208-D	PAULDING	CLARIBEL	N/A	HEAD	MARBLE	TILTING/ SUNKEN	EXCAVATE. CLEAN. RESET HIGHER	2
B-208G	PAULDING	HERBERT S.	N/A	HEAD	MARBLE	TILTING/ BROKEN	EXCAVATE & EVALUATE. REMOVE PREVIOUS REPAIR. CLEAN. RESET HIGHER. PIN FRAGMENTS TO DIE. INFILL	1
B-208-H	PAULDING	SYLVANUS S.	N/A	HEAD	MARBLE	TILTING/ BROKEN	EXCAVATE. CLEAN. RESET HIGHER. INFILL WHERE POSSIBLE	1
BEGIN MAP, PART 4								
B-237F	DIMAN	MRS. SUSANNA	APR. 4, 1786	FOOT	SLATE	TILTING/ BROKEN	EXCAVATE. CLEAN. NEW BASE. SET BASE. MORTAR INTO BASE	1

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SECT/#	LAST NAME	FIRST NAME	D OF DEATH	TYPE	MATERIAL	NOTES	TREATMENT	PR/COMP
B-249	CHURCHILL	MR. JOHN	JUNE 13, 1723	HEAD	SLATE/ GRANITE ENFRAME- MENT	TILTING	EXCAVATE. CLEAN. RESET TO BOTTOM OF SLATE	1
B-251	BARNS	MRS. SARAH	MAR. 19, 1770	HEAD	SLATE/ GRANITE ENFRAME- MENT	TILTING	EXCAVATE. CLEAN. RESET TO BOTTOM OF SLATE (HEAVY)	1
B-252	BARNS	MR. SEATH	MAR. 21, 1762	HEAD	SLATE	FACE IS DELAMINATING	CLEAN. TACK. CAP	1
B-258	MORTON	MRS. REBECCA	MAY 15, 1751	HEAD	SLATE/ GRANITE ENFRAME- MENT	TILTING	EXCAVATE. CLEAN. RESET LOWER	1
B-261	KEMPTON	EPHRAIM	DEC. ? 1720	HEAD	SLATE	TILTING/ DELAMINATING	EXCAVATE. CLEAN. RESET LOWER. TACK. CAP	1
B-262	CHURCHELL	REBECKAH	APR. 7, 1709	HEAD	SLATE	TILTING	EXCAVATE. CLEAN. RESET	1
B-267F	CURTIS	JAMES	JAN. 15, 1767	FOOT FRAG	SANDSTONE	TILTING	EXCAVATE. CLEAN. RESET	1
B-268	BARNES	JONATHAN	OCT. 2, 1748	HEAD	SLATE/ GRANITE ENFRAME- MENT	TILTING	EXCAVATE. CLEAN. RESET TO BOTTOM OF SLATE STONE	1

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B-269	BARNES	MRS. PHEBE	MAY 23, 1753	HEAD	SLATE/ GRANITE EN- FRAMMENT	TILTING	EXCAVATE. CLEAN. RESET TO BOTTOM OF SLATE	1
B-271	N/A	N/A	N/A	HEAD	SLATE	TILTING/ DELAMINATING	EXCAVATE. CLEAN. RESET TACK. CAP	1
B-272	MENDIL	MRS. MORJAH	NOV. 22, 1801	HEAD	SLATE	TILTING	EXCAVATE. CLEAN. RESET	2
B-274	DREW	LYMAN L.	JAN. 24, 1853	HEAD	MARBLE/ GRANITE	FALLEN/ OUT OF BASE	EXCAVATE BELOW GRADE BASE. REMOVE PREVIOUS REPAIR. CLEAN. RESET BASE. MORTAR INTO BASE OR DRILL AND PIN. MAY BE A DOUBLE BASE WITH # 275	1
B-275	DREW	JOHN C.	SEPT. 10, 1850	HEAD	MARBLE/ GRANITE?	FALLEN/ OUT OF BASE	REMOVE PREVIOUS REPAIR. CLEAN. REFER TO B-274 FOR TREATMENT	1
B-276	CHURCHILL	MR. ELEAZAR	SEPT. 21, 1754	HEAD	SLATE	DELAMINATING	CLEAN. TACK. CAP	1
B-277	CHURCHILL	MRS. HANNAH	SEPT. 19, 1757	HEAD	SLATE	TILTING/ DELAMINATING	EXCAVATE. CLEAN. RESET. CAP	1
B-279	ATWOOD	MRS. SARAH	JAN. 22, 1725/ 1726	HEAD	SLATE/ GRANITE ENFRAME- MENT	FALLEN	REMOVE EFFLORESCENCE CLEAN FACE. RESET ENFRAMMENT. CLEAN REMAINDER OF STONE. FILL VOID (HEAVY)	1

SECT/#	LAST NAME	FIRST NAME	D OF DEATH	TYPE	MATERIAL	NOTES	TREATMENT	PR/COMP
B-285	DREW	HANNAH	OCT. 25, 1731	HEAD	SLATE/ GRANITE ENFRAME- MENT	TILTING/ VOID IN SEAL	EXCAVATE. REMOVE EFFLORESCENCE. RESET TO BOTTOM OF SLATE. CLEAN. FILL VOIDS	1
B-287	BARNES	MRS. MARY	FEB. 20, 1726/ 1727	HEAD	SLATE/ GRANITE ENFRAME- MENT	TILTING/ LOOSE FACE FRAGMENT	EXCAVATE. RESET TO BOTTOM OF SLATE. ADHESIVE REPAIR OF FRAGMENT. INFILL	1
B-288	WAITE	ELIZABETH	SEPT. 16, 1730	HEAD	SLATE	TILTING	EXCAVATE. CLEAN. RESET	1
B-289	COURTIES	ELIZABETH	JAN. 26, 1740	HEAD	SLATE	TILTING	EXCAVATE. CLEAN. RESET	1
B-290	CHURCHILL	MR. JOHN	FEB. 25, 1729/ 1730	HEAD	SLATE	TILTING	EXCAVATE. CLEAN. RESET	1
B-293	CHURCHELL	MR. ELEAZER	MAR. 25, 1716	HEAD	SLATE/ GRANITE ENFRAME- MENT	TILTING	EXCAVATE. CLEAN. RESET TO BOTTOM OF SLATE	1
B-294	CHURCHELL	MRS. MARY	DEC. 11, 1715	HEAD	SLATE/ GRANITE ENFRAME- MENT	TILTING	EXCAVATE. CLEAN. RESET TO BOTTOM OF SLATE	1
B-295	ATWOOD	EXPERIENCE	JULY 7, 1730	HEAD	SLATE	TILTING/ DELAMINATING	EXCAVATE. CLEAN. RESET CAP	1
B-296	LEWIS	MRS. HANNAH	MAY 29, 1790	HEAD	SLATE	TILTING	EXCAVATE. CLEAN. RESET	2

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SECT/#	LAST NAME	FIRST NAME	D OF DEATH	TYPE	MATERIAL	NOTES	TREATMENT	PR/COMP
B-297	DREW	MRS. PRISCILLA	OCT. 2, 1757	HEAD	SLATE	TILTING/ DELAMINATING	EXCAVATE. CLEAN. RESET CAP	1
B-298	DREW	MR. JAMES	MAY 5, 1788	HEAD	SLATE	TILTING/ DELAMINATING	EXCAVATE. CLEAN. RESET CAP	1
B-300	DREW	ELIZABETH	JULY 24, 1772	HEAD	SLATE	TILTING	EXCAVATE. CLEAN. RESET	2
B-302,	BARNES	MR. JOHN	DEC. 11, 1745	HEAD	SLATE	TILTED/ DELAMINATING	EXCAVATE. CLEAN. RESET. ADHESIVE REPAIR OF LARGE FACE FRAGMENT. TACK. CAP	1
B-303	WATSON	JOHN, ESQ.	SEPT. 9, 1731	HEAD	SLATE	TILTING/ DELAMINATING	EXCAVATE. CLEAN. RESET TACK. CAP	1
B-305	LEONARD	MARY	SEPT. 26, 1729	HEAD	SLATE	TILTING/ DELAMINATING	EXCAVATE. CLEAN. RESET TACK. CAP	1
B-306	LEONARD	DANIEL	JAN. 18, 1733/ 1734	HEAD	SLATE	TILTING/ DELAMINATING	EXCAVATE. CLEAN. RESET CAP	1
B-307	LEMOTE	MR. MATTHEW	OCT. 27, 1761	HEAD	SLATE	TILTING/ ENCRUSTED WITH LICHEN	EXCAVATE. CLEAN. RESET	2
B-309	LEMOTE	MATTHEW	SEPT. 1739	HEAD	SLATE	TILTING/ MULTIPLE DELAMINATIONS	EXCAVATE. CLEAN. RESET ADHESIVE REPAIR. INFILL. CAP	1
B-310	LEMOTE	ABIGAIL	OCT. 25, 1734	HEAD	SLATE	TILTING	EXCAVATE. CLEAN. RESET	2

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SECT/#	LAST NAME	FIRST NAME	D OF DEATH	TYPE	MATERIAL	NOTES	TREATMENT	PR/COMP
B-311	LEMOTE	JOSEPH	JULY 22, 1733	HEAD	SLATE	TILTING/ DELAMINATING	EXCAVATE. CLEAN. RESET TACK. CAP	1
B-312	LEMOTE	MATTHEW	JULY 15, 1733	HEAD	SLATE	TILTING/ DELAMINATING	EXCAVATE. CLEAN. RESET TACK, CAP	1
B-313	STEPHENS	MRS. HANNAH	AUG. 28, 1801	HEAD	SLATE	TILTING	EXCAVATE. CLEAN. RESET	2
B-314	STEPHENS	MRS. SUSANNA	DEC, 30, 1766	HEAD	SLATE	TILTING/ DELAMINATING	EXCAVATE. CLEAN. RESET. CAP SHOULDER	1
B-315	STEPHENS	MRS. SARAH	OCT. 28, 1763	HEAD	SLATE	DELAMINATING	CLEAN. TACK. CAP	1
B-316	STEPHENS	MR. ELEAZER	SEPT. 5, 1785	HEAD	SLATE	DELAMINATING	CLEAN. TACK. CAP	1
B-321	STEPHENS	MRS. MARY	JAN. 23, 1723/ 1724	HEAD	SLATE	TILTING/ DELAMINATING	EXCAVATE. CLEAN. RESET CAP	1
B-322	STEPHENS	MR. EDWARD	JULY 10, 1756	HEAD	SLATE	TILTING	EXCAVATE. CLEAN. RESET	2
B-326	MORTON	MRS. REBEKAH	NOV. 6, 1730	HEAD	SLATE	TILTING	EXCAVATE. CLEAN. RESET	2
B-327F	LOTHROP	COL. THOMAS	JULY 6, 1771	FOOT	SLATE	TILTING/ RAISED	EXCAVATE. CLEAN. RESET	2
B-330	LOTHROP	DR. NATHANIEL	OCT. 19, 1828	HEAD	SLATE	TILTING	EXCAVATE. CLEAN. RESET	1
B-332	LOTHROP	MRS. LUCY	APR. 17, 1826	HEAD	SLATE	TILTING	EXCAVATE. CLEAN. RESET	1
B-333	LOTHROP	FREEMAN	JAN. 19, 1739	HEAD	SLATE	TILTING/ DELAMINATING	EXCAVATE. CLEAN. RESET CAP	1

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SECT/#	LAST NAME	FIRST NAME	D OF DEATH	TYPE	MATERIAL	NOTES	TREATMENT	PR/COMP
B-335	LOTHROP	COL. ISAAC	APR. 26, 1750	HEAD	SLATE	TILTING	EXCAVATE. CLEAN. RESET	2
B-336F	LOTHROP	MRS. ELIZABETH	OCT. 19, 1757	FOOT	SLATE	BROKEN/ TILTING/ DELAMINATING	EXCAVATE. CLEAN. ADHESIVE REPAIR. RESET. CAP	1
B-337F	LOTHROP	HON. ISAAC	SEPT. 7, 1743	FOOT	SLATE	TILTING/ DELAMINATING	EXCAVATE. CLEAN. RESET TACK, CAP	1
B-338	LOTHROP	MRS. HANNAH	DEC. 11, 1730	HEAD	SLATE/ GRANITE ENFRAME- MENT	TILTING	EXCAVATE. CLEAN. RESET TO BOTTOM OF SLATE	1
B-339	STEPHENS	NANCY "MOTHER"	N/A	HEAD	MARBLE	TILTING	EXCAVATE. CLEAN. RESET	2
B-340	STEPHENS	WILLIAM	N/A	HEAD	MARBLE	TILTING	EXCAVATE. CLEAN. RESET	2
B-341	CHURCHELL	MR. EPHRAIM MRS. PRISCILLA	DEC. 14, 1749 DEC. 11, 1749	DOUBLE HEAD	SLATE	TILTING/ DELAMINATING	EXCAVATE. CLEAN. RESET. CAP	1
B-342	CHURCHILL	ZACHEUS	SEPT. 19, 1733	HEAD	SLATE	TILTING/ DELAMINATING	EXCAVATE. CLEAN. RESET. TACK. CAP	1
B-347	BROWN	BARNABAS A.	JUNE 6, 1846	HEAD	MARBLE	TILTING	EXCAVATE. CLEAN. RESET A FEW INCHES AWAY FROM #B-346	2

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SECT/#	LAST NAME	FIRST NAME	D OF DEATH	TYPE	MATERIAL	NOTES	TREATMENT	PR/COMP
B-349	BROWN	LYDIA ALLEN	AUG. 20, 1832	HEAD	MARBLE	TILTING/ TOUCHING ADJACENT STONE	EXCAVATE. CLEAN. RESET SEVERAL INCHES FROM #B-348	1
B-350	BROWN	MARY	SEPT. 27, 1782	HEAD	SLATE	TILTING/ DELAMINATING	EXCAVATE. CLEAN. RESET. CAP	1
B-351	BROWN	ROBERT, ESQ.	JAN. 21, 1775	HEAD	SLATE	TILTING/ DELAMINATING	EXCAVATE. CLEAN. RESET. CAP	1
B-351F	BROWN	ROBERT, ESQ.	JAN. 21, 1775	FOOT	SLATE	TILTING/ DELAMINATING	EXCAVATE. CLEAN. RESET. TACK. CAP	1
B-353	BROWN	ROBERT	JUNE 18, 1732	HEAD	SLATE	TILTING/ DELAMINATING	EXCAVATE. CLEAN. RESET. TACK. CAP	1
B-354F	CHURCHILL	MRS. SALLY	NOV. 3, 1836	FOOT	SLATE	TILTING	EXCAVATE. CLEAN. RESET	1
B-355F	CHURCHILL	DANIEL	MAR. 2, 1855	FOOT	SLATE	TILTING	EXCAVATE. CLEAN. RESET	2
B-356	JOHNSON	DANIEL	MAR. 27, 1743	HEAD	SLATE	TILTING/ DELAMINATING	EXCAVATE. CLEAN. RESET. CAP	1
B-357	WATSON	GEORGE	SEPT. 26, 1749	HEAD	SLATE	TILTING/ DELAMINATING	EXCAVATE. CLEAN. ADHESIVE REPAIR. RESET. CAP	1
B-360	WATSON	MRS. ELIZABETH	FEB. 19, 1767	HEAD	SLATE	TILTING/ DELAMINATING	EXCAVATE. CLEAN. RESET LOWER. CAP	1

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B-360F	WATSON	MRS. ELIZABETH	FEB. 19, 1767	FOOT	SLATE	TILTING	EXCAVATE. CLEAN. RESET	2
B-361	WATSON	JOHN, ESQ.	JAN. 3, 1763	HEAD	SLATE	TILTING	EXCAVATE. CLEAN. RESET	2
B-362	WATSON	MRS. ELIZABETH	SEPT. 14, 1750	HEAD	SLATE	TILTING/ DELAMINATED FRAGMENT IN BACK	EXCAVATE & EVALUATE. CLEAN. ADHESIVE REPAIR? RESET. CAP	1
B-363	WATSON	DANIEL	JUNE 29, 1756	HEAD	SLATE	TILTING	EXCAVATE. CLEAN. RESET	2
B-364F	CLARICE	MRS. ELIZABETH	SEPT. 27, 1771	FOOT	SLATE	TILTING	EXCAVATE. CLEAN. RESET	2
B-365F	WATSON	GEORGE, ESQ.	DEC. 3, 1800	FOOT	SLATE	TILTING	EXCAVATE. CLEAN. RESET	2
B-366F	WATSON	MADAM PHEBE	OCT. 28, 1825	FOOT	SLATE	TILTING	EXCAVATE. CLEAN. RESET	2
B-367	WATSON	GEORGE	AUG. 10, 1757	HEAD	SLATE	TILTING/ DELAMINATING	EXCAVATE. CLEAN. TACK. CAP	1
B-369	HARLOW	ELIZABETH F. LEWIS O.	SEPT. 4, 1845 OCT. 3, 1841	HEAD	MARBLE	FALLEN/ BROKEN/ TILTING	EXCAVATE & EVALUATE. REMOVE ANY FAILED PREVIOUS REPAIRS. CLEAN. RESET BOTTOM FRAGMENT. DRILL AND PIN. INFILL	1
B-372	PERKINS	JOANN	SEPT. 10, 1825	HEAD	SLATE	TILTING	EXCAVATE. CLEAN. RESET	2

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B-373	SAUNDERS	THOMAS S.	DEC. 22, 1826	HEAD	SLATE	TILTING	EXCAVATE. CLEAN. RESET	2
B-374	HOWLAND	MRS. DEBORAH	SEPT. 8, 1784	HEAD	SLATE	TILTING/ DELAMINATING	EXCAVATE. CLEAN. RESET. TACK. CAP	1
B-377	DREW	WILLIAM	JULY 21, 1783	HEAD	SLATE	TILTING/ DELAMINATING	EXCAVATE. CLEAN. RESET. CAP	1
B-381	OTIS	MRS. HANNAH	MAR. 28, 1791	HEAD	SLATE	TILTING	EXCAVATE. CLEAN. RESET	2
B-382	CHURCHELL	STEPHEN	SEPT. 5, 1751	HEAD	SLATE	TILTING/ DELAMINATING	EXCAVATE. CLEAN. RESET. STABILIZE FACE LAYERS	1
B-383	HOWES	MRS. HANNAH	JUNE 12, 1793	HEAD	SLATE	TILTING/ DELAMINATING	EXCAVATE. CLEAN. RESET. CAP	1
B-385	CHURCHILL	ELENOR	OCT. 3, 1792	HEAD	SLATE	TILTING/ DELAMINATING	EXCAVATE. CLEAN. RESET. TACK. CAP	1
B-389F	MORTON	MR. JAMES ABRAHAM C. (ETC.)	DEC. 5, 1831 NOV. 5, 1825	FOOT	SLATE	TILTING	EXCAVATE. CLEAN. RESET	1
B-390	TINKHAM	REBECCA	OCT. 17, 1859	HEAD	MARBLE/ GRANITE	FALLEN/ BROKEN	EXCAVATE. REMOVE PREVIOUS REPAIR. CLEAN. RESET BASE AND BOTTOM FRAGMENT. DRILL AND PIN THREE FRAGMENTS. INFILL	1

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B-391F	MORTON	POLLY	NOV. 4, 1855	FOOT	MARBLE	TILTING	EXCAVATE. CLEAN. RESET	1
B-396	MORTON	JOHN L. SALLY	JULY 22, 1857 OCT. 6, 1810	HEAD	MARBLE/ SANDSTONE	FALLEN/ BROKEN	EXCAVATE & EVALUATE. REMOVE PREVIOUS REPAIRS. BASE REPAIRABLE? CLEAN. NEW BASE? SET BASE. MORTAR BOTTOM FRAGMENT INTO BASE. DRILL & PIN. INFILL	1
B-400	BARTLETT	MR. JOHN	FEB. 16, 1825	HEAD	SLATE	TILTING	EXCAVATE. CLEAN. RESET	2
B-402	HARLOW	CATHARINE	NOV. 30, 1841	HEAD	MARBLE	TILTING/ TOUCHING ADJACENT STONE	EXCAVATE. CLEAN. RESET A FEW INCHES FROM #B-461	1
B-403	ROBBINS	LEMUEL STEPHENS	APR. 1, 1786	HEAD	SLATE	TILTING	EXCAVATE. CLEAN. RESET	2
B-408	TRASK	MRS. JERUSHA	AUG. 20, 1807	HEAD	SLATE	TILTING	EXCAVATE. CLEAN. RESET	1
B-410	KEMPTON	MRS. ELIZABETH	MAY 23, 1801	HEAD	SLATE	TILTING	EXCAVATE. CLEAN. RESET	2
B-411	KEMPTON	MR. JOHN	APR. 18, 1806	HEAD	SLATE	TILTING/ BROKEN	EXCAVATE. CLEAN. NEW IN-GROUND BASE. MORTAR INTO BASE	1

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SECT/#	LAST NAME	FIRST NAME	D OF DEATH	TYPE	MATERIAL	NOTES	TREATMENT	PR/COMP
B-413	MARSHALL	MRS. RUTH	JULY 24, 1791	HEAD	SLATE	BROKEN?/ DELAMINATING	EXCAVATE & EVALUATE. CLEAN. NEW BASE? SET BASE. MORTAR INTO BASE. TACK. CAP	1
B-414E	THACHER	JAMES HERSEY	APR. 27, 1793	HEAD	SLATE	TILTING	EXCAVATE. CLEAN. RESET	2
B-414G	BARTLETT	SUSAN THACHER	AUG. 25, 1862	HEAD	MARBLE	FALLEN/ BROKEN	EXCAVATE & EVALUATE. REMOVE FAILED PREVIOUS REPAIRS. CLEAN. RESET BASE AND BASE FRAGMENT. DRILL AND PIN TOP TWO FRAGMENTS TO BASE FRAGMENT. INFILL	1
B-419	FINNEY	NANCY	AUG. 13, 1792	HEAD	SLATE	TILTING	EXCAVATE. CLEAN. RESET	1
B-421	FINNEY	MRS. ELIZABETH	MAR. 3, 1795	HEAD	SLATE	TILTING/ DELAMINATING	EXCAVATE. CLEAN. RESET. CAP	1
B-422	KEMPTON	SALLY CHARLES (ETC.)	1802-1820	HEAD	SLATE	TILTING	EXCAVATE. CLEAN. RESET	2
B-424	KEMPTON	ABIGAIL W.	NOV. 26, 1820	HEAD	SLATE	TILTING	EXCAVATE. CLEAN. RESET	2
B-424.1	RIPLEY	MRS. POLLY	MAR. 8, 1807	HEAD	SLATE	TILTING	EXCAVATE. CLEAN. RESET	1

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SECT/#	LAST NAME	FIRST NAME	D OF DEATH	TYPE	MATERIAL	NOTES	TREATMENT	PR/COMP
B-425	HOLMES	SAMUEL B.	1902	MON	MARBLE	FALLEN	EXCAVATE. BRING BASE TO LEVEL. CLEAN. REPIN DIE TO BASE (HEAVY)	1
B-428	COX	PATIENCE	JULY 14, 1853	HEAD	SLATE	FALLEN/ BROKEN	REMOVE PREVIOUS REPAIR. EXCAVATE. CLEAN. RESET BOTTOM FRAGMENT. ADHESIVE REPAIR. INFILL (HEAVY)	1
B-435	CHURCHILL	MRS. NANCY JOHN	JUNE 11, 1838 MAY 15, 1806	HEAD	SLATE	TILTING	EXCAVATE. CLEAN. RESET	2
B-436	CHURCHILL	MRS. BETHIAH	DEC. 6, 1806	HEAD	SLATE	TILTING/ BROKEN	EXCAVATE. CLEAN. NEW BASE. SET BASE. MORTAR INTO BASE	1
B-438	HOBART	BETSEY JOSHUA (ETC.)	AUG. 29, 1870 FEB. 9, 1821	HEAD	MARBLE/ SANDSTONE	TILTING/ OUT OF BASE	EXCAVATE. CLEAN. RESET BASE. MORTAR INTO BASE	1
B-439F	MORTON	CAPT. NATH'L	SEPT. 21, 1823	FOOT	SLATE	TILTING/ RAISED	EXCAVATE. CLEAN. RESET	1
B-443	COLE	SAMUEL	APR. 1, 1843	HEAD	SLATE	TILTING/ TOUCHING ADJACENT STONE	EXCAVATE. CLEAN. RESET A FEW INCHES TO PROPER RIGHT	1
B-446	MORTON	MR. THOMAS	OCT. 15, 1833	HEAD	SLATE	TILTING	EXCAVATE. CLEAN. RESET	1
B-447	MORTON	SARAH	MAY 22, 1841	HEAD	SLATE	TILTING	EXCAVATE. CLEAN. RESET	2

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SECT / #	LAST NAME	FIRST NAME	D OF DEATH	TYPE	MATERIAL	NOTES	TREATMENT	PR/COMP
B-448	REED	MR. NATHAN	JAN. 12, 1842	HEAD	SLATE	TILTING	EXCAVATE. CLEAN. RESET	1
B-449	REED	REBECCA	MAR. 2, 1859	HEAD	SLATE	TILTING	EXCAVATE. CLEAN. RESET	1
B-450F	ROBBINS	CAPT. RUFUS MRS. MARGARET	JULY 4, 1826 JAN. 14, 1827	FOOT	SLATE	TILTING	EXCAVATE. CLEAN. RESET	2
B-452	ROBBINS	CHANDLER "FATHER"	OCT. 1857	HEAD	MARBLE/ GRANITE	TILTING	EXCAVATE. CLEAN. RESET	1
B-453	ILLEGIBLE	ILLEGIBLE	MAY. 31, 1860	HEAD	MARBLE	TILTING/ OUT OF BASE	EXCAVATE BELOW GRADE BASE. CLEAN. RESET BASE. MORTAR INTO BASE	1
B-455	SPINNEY	ABIGAIL T. SAVERY ROBERT HUNTRESS	NOV. 7, 1839 AUG. 14, 1843	HEAD	SLATE/ GRANITE	TILTING	EXCAVATE. CLEAN. RESET	2
B-455F	SPINNEY	ABIGAIL T. SAVERY ROBERT HUNTRESS	NOV. 7, 1839 AUG. 14, 1843	FOOT	SLATE	TILTING	EXCAVATE. CLEAN. RESET	2
B-456	N/A	N/A	N/A	HEAD	MARBLE/ GRANITE	FALLEN/ BROKEN	EXCAVATE. REMOVE BOTTOM FRAGMENT. CLEAN. RESET BASE. MORTAR INTO BASE. (BASE IS 10" SOUTH OF FALLEN STONE)	1

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B-461F	FAUNCE	MR. THOMAS	FEB. 27, 1745/ 1746	FOOT	SLATE	TILTING	EXCAVATE. CLEAN. RESET	2
B-464	FAUNCE	ELIZABETH	APR. 23, 1859	HEAD	SLATE	TILTING/ IMPACTED BY TREE ROOTS	EXCAVATE. CLEAN. RESET	2
B-471	MORTON	CAPT. SETH MERCY	AUG. 12, 1844 APR. 10, 1872	HEAD	MARBLE/ GRANITE	TILTING	EXCAVATE. CLEAN. RESET	1
B-475	DREW	ABIGAIL	AUG. 22, 1727	HEAD	SLATE	TILTING/ DELAMINATING	EXCAVATE. CLEAN. RESET. TACK. CAP	1
B-476	DREW	MRS. ABIGAIL	? 17?	HEAD	SLATE	TILTING/ DELAMINATING	REMOVE LOOSE CAPPING. EXCAVATE. CLEAN. RESET. TACK. CAP	1
B-478	RANDALL	PATTIENCE C.	MAR. 1, 1881	MON	MARBLE/ GRANITE	TILTING/ DIE IS LOOSE	REMOVE DIE. BRING BASE TO LEVEL. REMOVE PREVIOUS REPAIR. CLEAN. REPIN DIE (HEAVY)	1
B-479F	CHURCHEL	(FOUR CHILDREN OF JESSE AND ABIGAIL)	1772-1788	FOOT	SLATE	TILTING/ DELAMINATING (NO HEAD- STONE EXTANT)	EXCAVATE. CLEAN. RESET. TACK. CAP	1

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B-480	DREW	MRS. REBECKAH	NOV. 1729	HEAD	SLATE/ GRANITE ENFRAME- MENT	TILTING	EXCAVATE. CLEAN. RESET TO BOTTOM OF STONE	1
B-481	DREW	MRS. LYDIA	?, 1736	HEAD	SLATE	TILTING/ DELAMINATING	EXCAVATE. CLEAN. RESET. CAP.	1
B-482	CHURCHILL	MARY A.	JAN. 22, 1889	MON	MARBLE/ GRANITE	TILTING	EXCAVATE. BRING TO LEVEL. CLEAN	1
B-483	CHURCHILL	HEMAN	NOV. 22, 1840	HEAD	MARBLE	TILTING/ BROKEN	EXCAVATE & EVALUATE. BASE BELOW GRADE? NEW IN-GROUND BASE? REMOVE PREVIOUS REPAIR. CLEAN. RESET BASE. MORTAR BOTTOM FRAGMENT INTO BASE. DRILL AND PIN TOP TO BOTTOM FRAGMENT. INFILL	1
B-484	BRAMHALL	LUCY MORTON LUCY M.	JULY 23, 1810 FEB. 6, 1824	HEAD	MARBLE	TILTING	EXCAVATE. BASE IS ABOUT 8" BELOW GRADE. CLEAN. RESET	2
B-485	BATTLES	JOHN ELIZABETH (ETC.)	FEB. 26, 1778 SEPT. 29, 1800	OBELISK	MARBLE/ GRANITE	TOP ELEMENT LOOSE/PIN BROKEN	REMOVE PREVIOUS REPAIR AND BROKEN PIN. CLEAN. REPIN TOP ELEMENT	1

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B-485A	BATTLES	JOHN	SEPT. 29, 1855	MARKER	MARBLE	TILTING/ OUT OF BASE	EXCAVATE BASE. CLEAN. RESET BASE. MORTAR INTO BASE	1
B-485B	BATTLES	MRS. ELIZABETH	SEPT. 29, 1800	HEAD	SLATE	TILTING	EXCAVATE. CLEAN. RESET	1
B-485C	BATTLES	MRS. ELIZABETH	SEPT. 29, 1800	MARKER	MARBLE	TILTING/ SUNKEN	EXCAVATE. CLEAN. RESET HIGHER	2
B-485D	BATTLES	LYDIA	APR. 20, 1865	MARKER	MARBLE	TILTING/ OUT OF BASE	EXCAVATE BASE. CLEAN. RESET BASE. MORTAR INTO BASE	1
B-486	BRIGHAM	MERCY M.	JUNE 15, 1827	HEAD	SLATE	TILTING	EXCAVATE. CLEAN. RESET	1
B-487	BRIGHAM	ANTIPAS MERCY SAMPSON	AUG. 6, 1832 AUG. 6, 1833	HEAD	MARBLE/ GRANITE	FALLEN/ BROKEN (3 LOOSE FRAGMENTS)	EXCAVATE. REMOVE PREVIOUS REPAIR. CLEAN. RESET BASE AND BOTTOM FRAGMENT. DRILL AND PIN TWO MIDDLE FRAGMENTS TO BOTTOM FRAGMENT THEN TOP TO MIDDLE FRAGMENTS. INFILL	1
B-488	MORTON	MR. SETH	APR. 17, 1789	HEAD	SLATE	TILTING/ DELAMINATING	EXCAVATE. CLEAN. RESET. TACK. CAP	1

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B-489	MORTON	MRS. MERCY	AUG. 24, 1806	HEAD	SLATE	FALLEN/ BROKEN	CLEAN THE 2 FRAGMENTS. NEW BASE. ADHESIVE REPAIR OF FRAGMENTS. MORTAR INTO BASE.INFILL	1
B-491	FINNEY	ELIZABETH EZRA	MAR. 10, 1823 SEPT. 14, 1823	HEAD	SLATE	TILTING	EXCAVATE. CLEAN. RESET	2
B-493	CHURCHILL	DEACON SOLOMON ELIZABETH	APR. 10, 1835 OCT. 20, 1811	HEAD	SLATE	TILTING/ RAISED	EXCAVATE. CEAN. RESET	1
B-494	BARTLETT	MR. THOMAS	SEPT. 17, 1808	HEAD	SLATE	TILTING	EXCAVATE. CLEAN. RESET	1
B-495	BARTLETT	MRS. ELIZABETH	SEPT. 20, 1779	HEAD	SLATE	TILTING	EXCAVATE. CLEAN. RESET	2
B-496	MORTON	CAPT. ELEAZER	JUNE 5, 1823	HEAD	SLATE	TILTING	EXCAVATE. CLEAN. RESET	1
B-501	PEARSON	ABIA	APR. 21, 1847	HEAD	SLATE	TILTING/ IMPACTED BY SHRUB	EXCAVATE. CLEAN. RESET. (REMOVE SHRUB)	2
B-501F	PEARSON	ABIA	APR. 21, 1847	FOOT	SLATE	TILTING	EXCAVATE. CLEAN. RESET	1
B-502	PERSONS	CAPT. WILLIAM	NOV. 25, 1831	HEAD	SLATE	TILTING/ IMPACTED BY SHRUB	EXCAVATE. CLEAN. RESET. (REMOVE SHRUB)	1
B-502F	PERSONS	CAPT. WILLIAM	NOV. 25, 1831	FOOT	SLATE	TILTING	EXCAVATE. CLEAN. RESET	1

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SECT/#	LAST NAME	FIRST NAME	D OF DEATH	TYPE	MATERIAL	NOTES	TREATMENT	PR/COMP
B-503	BARTLETT	STEPHEN	SEPT. 10, 1781	HEAD	SLATE	TILTING/ DELAMINATING	EXCAVATE. CLEAN. RESET. TACK. CAP	1
B-504	FISH	MR. THOMAS	SEPT. 29, 1806	HEAD	SLATE	TILTING	EXCAVATE WITH GREAT CARE DUE TO STABLE PREVIOUS REPAIRS. RESET. CLEAN	1
B-505	HOLBROOK	CAPT. JEREMIAH LUCY	APR. 18, 1815 JUNE 7, 1814	HEAD	SLATE	TILTING/ BROKEN	EXCAVATE. CLEAN. NEW IN-GROUND BASE. MORTAR INTO BASE	1
B-507	MORTON	JACOB T.	MAY 4, 1871	HEAD	MARBLE/ GRANITE	TILTING	EXCAVATE. CLEAN. RESET	1
B-508	BARTLETT	JOHN	JAN. 25, 1793	HEAD	SLATE	TILTING/ DELAMINATING	EXCAVATE. CLEAN. RESET. TACK. CAP	1
B-509	BARTLETT	JOHN LEWIS	APR. 1, 1776	HEAD	SLATE	DELAMINATING	CLEAN. ADHESIVE REPAIR. CAP	1
B-510	BARTLETT	LEWIS	JAN. 9, 1772	HEAD	SANDSTONE	BROKEN/ MAJOR LOSS AT MID-SECTION	EXCAVATE & EVALUATE. SEARCH FOR MORE FRAGMENTS. ADHESIVE REPAIR OF ALL FRAGMENTS. WILL PROBABLY NEED A BACKER. RESET. INFILL	1
B-511	BARTLETT	MR. JOHN	APR. 26, 1790	HEAD	SLATE	DELAMINATING	CLEAN. CAP	2

OLD BURIAL HILL - PLYMOUTH MA
SECTION B

GRAVESTONE/MONUMENT
CONDITION ASSESSMENT

FANNIN•LEHNER
12/19/11

SECT/#	LAST NAME	FIRST NAME	D OF DEATH	TYPE	MATERIAL	NOTES	TREATMENT	PR/COMP
B-513	BARTLETT	MRS. DOROTHY CARVER	MAR. 11, 1805	HEAD	SLATE	TILTING/ DELAMINATING	EXCAVATE. CEAN. RESET. CAP	1
B-514	PERRY	LEWIS W.	OCT. 30, 1851	HEAD	MARBLE	TILTING	EXCAVATE. CLEAN. RESET	2
B-515	DREW	CHARITY S.	JAN. 25, 1868	HEAD	MARBLE/ SANDSTONE	TILTING/ BROKEN: BOTH BASE AND DIE	EXCAVATE. REMOVE PREVIOUS REPAIR. CLEAN. NEW BASE. SET BASE. MORTAR BOTTOM FRAGMENT INTO BASE. DRILL AND PIN TOP TO BOTTOM FRAGMENT. INFILL	1
B-516	CHURCHILL	MRS. SARAH	JUNE 26, 1791	HEAD	SLATE	TILTING	EXCAVATE. CLEAN. RESET	2
B-517	CHURCHILL	MR. SAMUEL	DEC. 15, 1810	HEAD	SLATE	TILTING	EXCAVATE. CLEAN. RESET	2
B-518	CHURCHILL	ELIZABETH	JULY 7, 1839	HEAD	SLATE	TILTING	EXCAVATE. CLEAN. RESET	2
B-519	BURT	EDWARD THOMAS B.	JULY 6, 1861 OCT. 31, 1862	HEAD	SLATE	TILTING (STONE REPLACED 1955)	EXCAVATE. CLEAN. RESET	2
B-520	LEONARD	THOMAS	JAN. 19, 1803	HEAD	MARBLE	TILTING/ BROKEN/ OUT OF BASE?	EXCAVATE & EVALUATE. REMOVE OLD CONCRETE. BASE BELOW GRADE? NEW BASE? SET BASE, MORTAR INTO BASE?	1

FANNIN • LEHNER
12/19/11

GRAVESTONE/MONUMENT
CONDITION ASSESSMENT

OLD BURIAL HILL - PLYMOUTH MA
SECTION B

SECT/#	LAST NAME	FIRST NAME	D OF DEATH	TYPE	MATERIAL	NOTES	TREATMENT	PR/COMP
B-521	OWEN	ELIZABETH	JAN. 30, 1825	HEAD	SLATE	TILTING/ SUNKEN	EXCAVATE. CLEAN. RESET HIGHER	2
B-522	HOLLIS	HENRY	MAR. 9, 1838	HEAD	MARBLE	TILTING	EXCAVATE. CLEAN. RESET	1
B-523	HOLLIS	ABIGAIL	SEPT. 27, 1859	HEAD	MARBLE	FALLEN/ BROKEN	EXCAVATE. CLEAN. NEW BASE. SET BASE. MORTAR INTO BASE	1
B-524	FINNEY	CAPT. EZRA MRS. HANNAH	1786 JUNE 17, 1814	HEAD	SLATE	TILTING/ BROKEN	EXCAVATE. CLEAN. NEW IN-GROUND BASE. MORTAR INTO BASE	1
B-527	TRIBBLE	ISAAC	APR. 12, 1836	HEAD	SLATE	FALLEN/ BROKEN	EXCAVATE & EVALUATE. BASE BELOW GRADE? NEW BASE. CLEAN. SET BASE. MORTAR INTO BASE	1
B-528	HOLBROOK	MISS SALLY	AUG. 29, 1809	HEAD	SLATE	TILTING	EXCAVATE. CLEAN. RESET	2
B-529	TRIBBLE	AUGUSTUS	DEC. 20, 1820	HEAD	SLATE	TILTING	EXCAVATE. CLEAN. RESET	2
B-533	DUNHAM	ABRAHAM ELIZABETH C.	MAY 10, 1818 MAY 11, 1818	HEAD	SLATE	TILTING	EXCAVATE. CLEAN. RESET	2
B-534	DUNHAM	MR. ELIJAH	AUG. 11, 1827	HEAD	SLATE	TILTING	EXCAVATE. CLEAN. RESET	2
B-537	HOLBROOK	CAPT. ELIPHALET	FEB. 7, 1815	HEAD	SLATE	TILTING	EXCAVATE. CLEAN. RESET (LARGE)	2

OLD BURIAL HILL - PLYMOUTH MA
SECTION B

GRAVESTONE/MONUMENT
CONDITION ASSESSMENT

FANNIN•LEHNER
12/19/11

SECT/#	LAST NAME	FIRST NAME	D OF DEATH	TYPE	MATERIAL	NOTES	TREATMENT	PR/COMP
B-542	DUNHAM	SUSAN MASON	DEC. 1, 1811	HEAD	SLATE	TILTING/ FACING WRONG DIRECTION	EXCAVATE. CLEAN. RESET FACING WEST	2
B-543	ILLEGIBLE	ILLEGIBLE	AUG. 10, 1846?	HEAD	MARBLE	TILTING/ DELAMINATING	EXCAVATE. CLEAN. RESET. TACK. CAP	1
B-544	HOYT	RUTH	AUG. 10, 1859	HEAD	MARBLE	TILTING/ OUT OF BASE	EXCAVATE. CLEAN. RESET BASE. MORTAR INTO BASE	1
B-545	HOYT	ISRAEL BETSEY M.	MAY 6, 1842 JAN. 6, 1824	HEAD	MARBLE	FALLEN/ BROKEN	EXCAVATE. REMOVE PREVIOUS REPAIR. CLEAN. RESET BASE AND BOTTOM FRAGMENT. DRILL AND PIN TOP TO BOTTOM FRAGMENT. INFILL	1
B-546	KEITH	BETSEY M. HOYT	JUNE 7, 1847	HEAD	MARBLE	TILTING	EXCAVATE. CLEAN. RESET	1
B-549	BRADFORD	CONSIDER	DEC. 25, 1826	HEAD	MARBLE	TILTING	EXCAVATE. CLEAN. RESET	2
B-550	BRADFORD	ELEANOR WILLIAM	JULY 29, 1840 OCT. 24, 1836	HEAD	MARBLE	FALLEN/ BROKEN	EXCAVATE BELOW GRADE BASE AND EVALUATE. REMOVE PREVIOUS REPAIR OF CONCRETE. CLEAN. RESET BASE OR NEW BASE. MORTAR INTO BASE	1

OLD BURIAL HILL - PLYMOUTH MA
SECTION B

GRAVESTONE/MONUMENT
CONDITION ASSESSMENT

FANNIN•LEHNER
12/19/11

SECT/#	LAST NAME	FIRST NAME	D OF DEATH	TYPE	MATERIAL	NOTES	TREATMENT	PR/COMP
B-551	BRADFORD	JAMES	MAR. 1, 1836	HEAD	MARBLE	FALLEN/ BROKEN/ TILTING	EXCAVATE BASE AND BASE FRAGMENT. CLEAN. RESET BASE WITH BOTTOM FRAGMENT. DRILL AND PIN TOP TO BOTTOM FRAGMENT. INFILL	1
B-556	RUSSELL	BRIDGMAN	MAR. 29, 1840	HEAD	MARBLE	TILTING	EXCAVATE. CLEAN. RESET (MAY BE IN BELOW GRADE BASE)	1
B-557	RUSSELL	BETSEY FARRIS	MAR. 3, 1866	HEAD	MARBLE	TILTING	EXCAVATE. CLEAN. RESET (MAY BE IN BELOW GRADE BASE)	1
B-558	RUSSELL	ELIZABETH B.	MAY 7, 1856	HEAD	MARBLE	TILTING	EXCAVATE. CLEAN. RESET (MAY BE IN BELOW GRADE BASE)	1
B-560	HOWARD	CAPT. JAMES	JUNE 15, 1818	HEAD	SLATE	TILTING	EXCAVATE. CLEAN. RESET	2
B-561	HOWARD	JOHN W.	MAR. 20, 1815	HEAD	SLATE	TILTING	EXCAVATE. CLEAN. RESET	2
B-563	SEYMOUR	NAOMI HORACE	DEC. 7, 1837 MAR. 4, 1841	HEAD	MARBLE	TILTING	EXCAVATE. CLEAN. RESET	1
B-564	RAYMOND	EUNICE STURTEVANT	MAY 10, 1843	HEAD	MARBLE	TILTED/ LOOSE IN BASE	EXCAVATE. REMOVE DIE. CLEAN. RESET BASE. MORTAR INTO BASE	1
		SAMUEL DREW	SEPT. 1, 1837					

OLD BURIAL HILL - PLYMOUTH MA
SECTION B

GRAVESTONE/MONUMENT
CONDITION ASSESSMENT

FANNIN • LEHNER
12/19/11

SECT/#	LAST NAME	FIRST NAME	D OF DEATH	TYPE	MATERIAL	NOTES	TREATMENT	PR/COMP
B-565	N/A	N/A	N/A	HEAD	MARBLE/ GRANITE	FALLEN/ BROKEN/ TILTING	EXCAVATE ALL POSSIBLE FRAGMENTS AND BOTTOM FRAGMENT AND BASE AND EVALUATE. REMOVE PREVIOUS REPAIR? CLEAN. RESET BASE AND BOTTOM FRAGMENT. DRILL AND PIN ALL FRAGMENTS. INFILL	1
B-566	BURGESS	SIMON R. JANE E.	1884 1891	MON	GRANITE	FALLEN/ TILTING	IF POSSIBLE SEPARATE GRANITE BASE AND REMOVE CONCRETE WEDGE. SET BOTH BASES ASIDE. NEW FOUNDATION. RESET BASES. REMOVE BROKEN PINS. PIN DIE TO BASES (HEAVY. NEEDS LIFT)	1
B-570	RIDER	MR. SETH MRS. HANNAH	JAN. 21, 1826 SEPT. 26, 1814	HEAD	SLATE	TILTING	EXCAVATE. CLEAN. RESET	2
B-571	LOTHROP	MARY W.	NOV. 15, 1836	HEAD	MARBLE	TILTING	EXCAVATE. CLEAN. RESET. (BASE BELOW GRADE)	2
B-574	PAINE	SUSAN W.	DEC. 15, 1882	HEAD	MARBLE	TILTING/ SUNKEN	EXCAVATE. BASE IS BELOW GRADE. CLEAN. RESET HIGHER	2

OLD BURIAL HILL - PLYMOUTH MA
SECTION B

GRAVESTONE/MONUMENT
CONDITION ASSESSMENT

FANNIN•LEHNER
12/19/11

SECT/#	LAST NAME	FIRST NAME	D OF DEATH	TYPE	MATERIAL	NOTES	TREATMENT	PR/COMP
5-575	PAINE	DEBORAH MARY BREWSTER	OCT. 10, 1818 MAR. 2, 1818	HEAD	SLATE	TILTING	EXCAVATE, CLEAN, RESET	2
B-576	PAINE	JOHN S. SUSAN B.	SEPT. 29, 1878 OCT. 19, 1835	HEAD	MARBLE/ GRANITE	TILTING	EXCAVATE, CLEAN, RESET	2
B-579	BURGESS	HANNAH ELLIS	AUG. 11, 1850	HEAD	MARBLE	TILTING/ CONCRETE AND TREE ROOTS BELOW GRADE	EXCAVATE, CLEAN, RESET	1

ATTACHMENT B

Section B - Remove, Clean, and Reset

SECT/#	Reset only Priority 1	Reset only Priority 2					
B5	X						
B7	X						
B10		X					
B14	X						
B26	X						
B27	X						
B28	X						
B32		X					
B33	X						
B39		X					
B39F		X					
B40	X						
B40F		X					
B42		X					
B44	X						
B44F	X						
B46	X						
B47	X						
B48	X						
B49	X						
B50F	X						
B50-1		X					
B51		X					
B52		X					
B52F	X						
B52-2	X						
B53F		X					
B54F	X						
B56	X						
B57		X					
B60	X						
B61		X					
B62	X						
B65	X						
B67F		X					
B75		X					
B77	X						
B80F	X						
B81F	X						
B83F		X					
B84	X						
B100	X						

SECT/#	Reset only Priority 1	Reset only Priority 2				
B103E		X				
B108		X				
B112	X					
B116	X					
B117	X					
B118	X					
B119	X					
B120	X					
B122F	X					
B123	X					
B124	X					
B126		X				
B127F		X				
B129		X				
B129F	X					
B135		X				
B136F	X					
B138	X					
B139F	X					
B141	X					
B145	X					
B150	X					
B163		X				
B164	X					
B169.3F		X				
B171		X				
B173F		X				
B174.2	X					
B180	X					
B182.G		X				
B184	X					
B185	X					
B186	X					
B187	X					
B188		X				
B190		X				
B193A		X				
B193H		X				
B195		X				
B196F	X					
B201		X				
B201F	X					

SECT/#	Reset only Priority 1	Reset only Priority 2					
B205		X					
B206		X					
B208-C		X					
B208-D		X					
B249	X						
B251	X						
B258	X						
B262	X						
B267F	X						
B268	X						
B269	X						
B272		X					
B288	X						
B289	X						
B290	X						
B293	X						
B294	X						
B296		X					
B300		X					
B307		X					
B310		X					
B313		X					
B322		X					
B326		X					
B327F		X					
B330	X						
B332	X						
B335		X					
B338	X						
B339		X					
B340		X					
B347		X					
B349	X						
B354F	X						
B355F		X					
B360F		X					
B361		X					
B363		X					
B364F		X					
B365F		X					
B366F		X					
B372		X					

SECT/#	Reset only Priority 1	Reset only Priority 2					
B373		X					
B381		X					
B389F	X						
B391F	X						
B400		X					
B402	X						
B403		X					
B408	X						
B410		X					
B414E		X					
B419	X						
B422		X					
B424		X					
B424.1	X						
B435		X					
B439F	X						
B443	X						
B446	X						
B447		X					
B448	X						
B449	X						
B450F		X					
B452	X						
B455		X					
B455F		X					
B461F		X					
B464		X					
B471	X						
B480	X						
B482							
B484		X					
B485B	X						
B485C		X					
B486	X						
B491		X					
B493	X						
B494	X						
B495		X					
B496	X						
B501		X					
B501F	X						
B502	X						

SECT/#	Reset only Priority 1	Reset only Priority 2					
B502F	x						
B504	x						
B507	x						
B514		x					
B516		x					
B517		x					
B518		x					
B519		x					
B521		x					
B522	x						
B528		x					
B529		x					
B533		x					
B534		x					
B537		x					
B542		x					
B546	x						
B549		x					
B556	x						
B557	x						
B558	x						
B560		x					
B561		x					
B563	x						
B570		x					
B571		x					
B574		x					
B575		x					
B576		x					
B579	x						

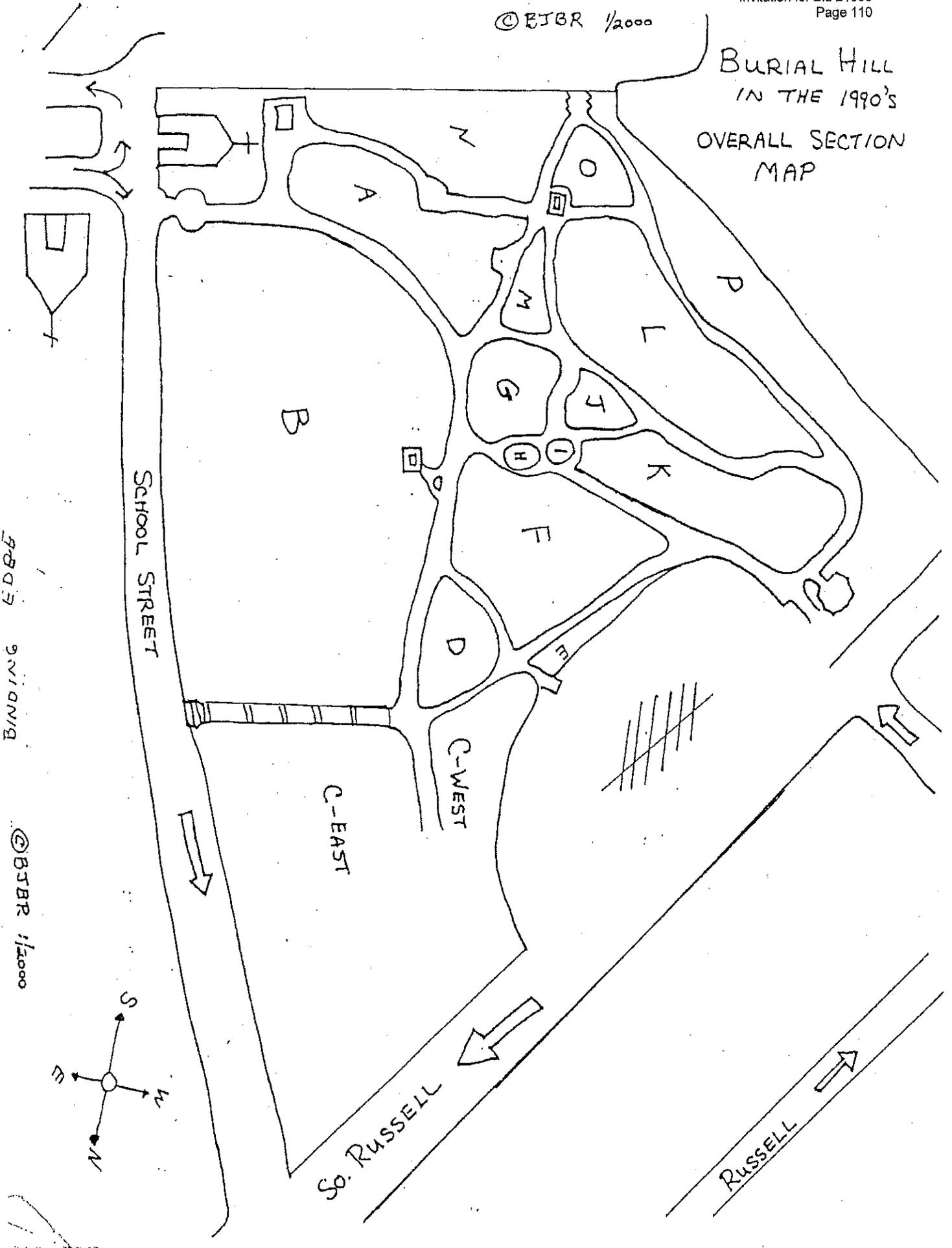
ATTACHMENT C

Burial Hill Overall Section Map

November 2014

© BTBR 1/2000

BURIAL HILL
IN THE 1990'S
OVERALL SECTION
MAP



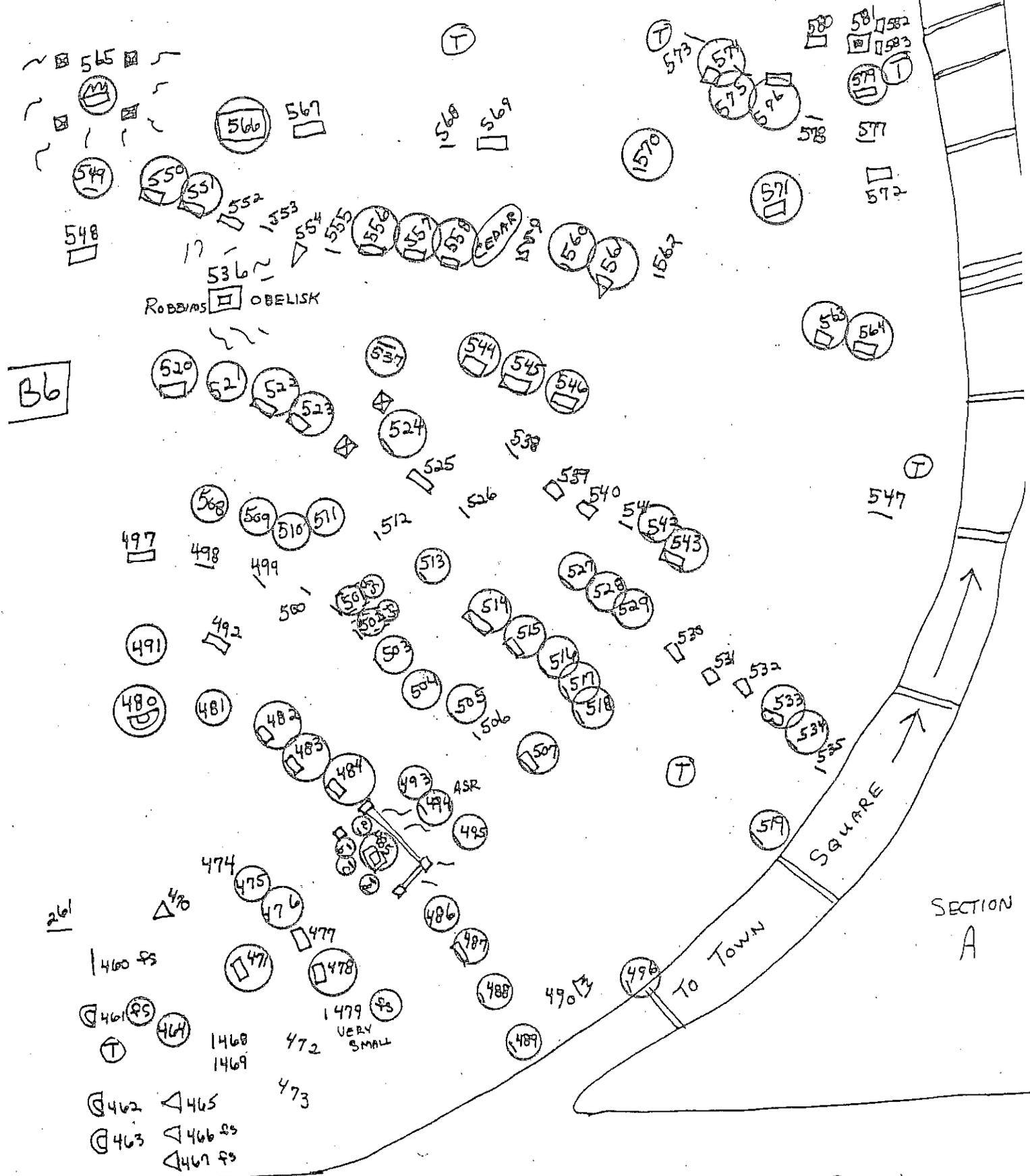
ATTACHMENT D

Section B - Circled Priority Map

November 2014

SCHOOL
SECTION B
PART 6

MINUTE
1/2000
IN THE 1990'S



B6

B7

NOT TO SCALE

MAIN PATH

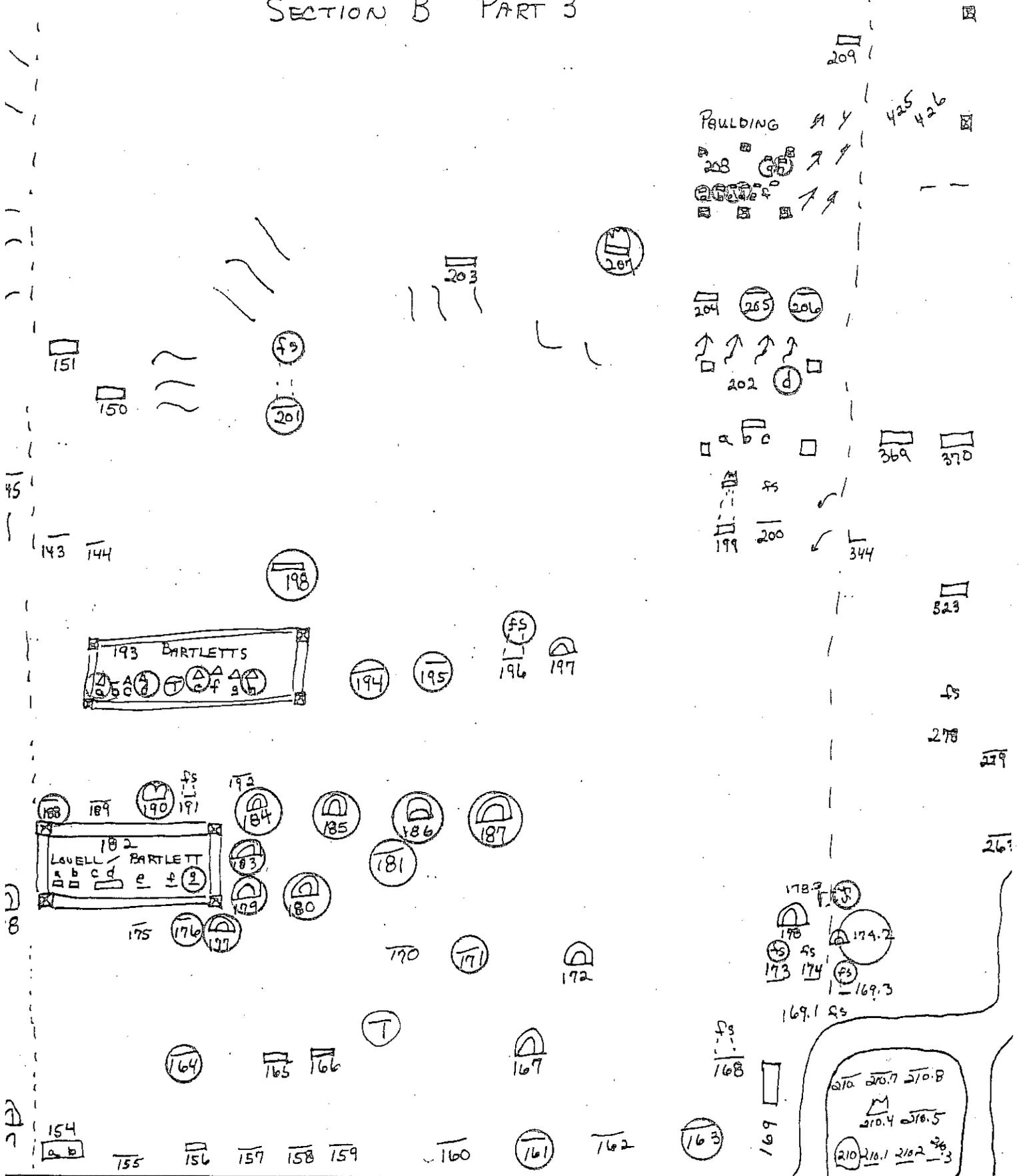
SECTION A

SCHOOL STREET

BURIAL HILL IN THE

Town of Plymouth
Invitation for Bid #21503
Page 114

SECTION B PART 3



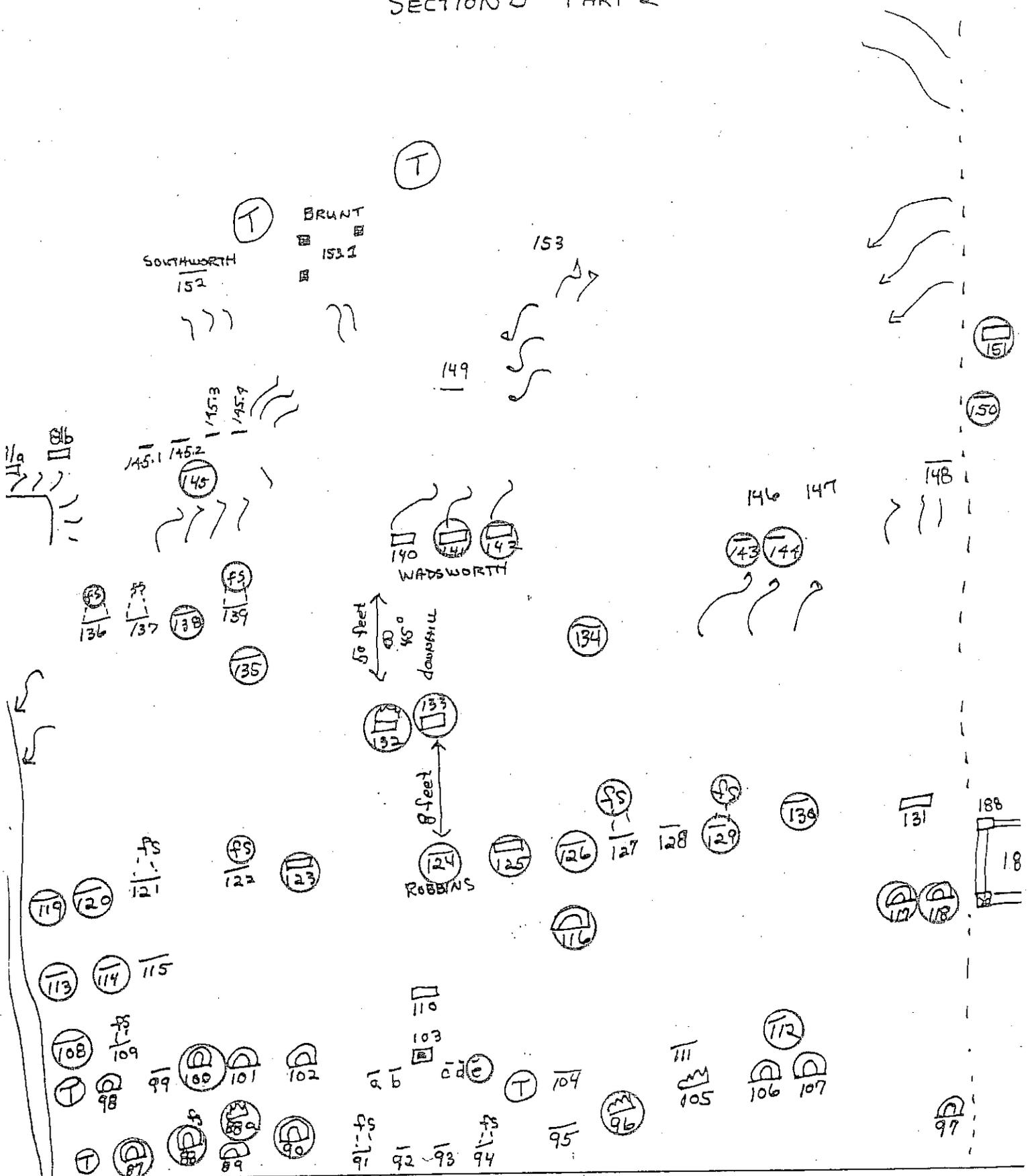
B3

NOT TO SCALE

MAIN PATH

B4

SECTION B PART 2



B2 NOT TO SCALE

MAIN PATH

B3

School Street

DURIAL HILL IN THE

Town of Plymouth
Invitation for Bid 21503
Page 117

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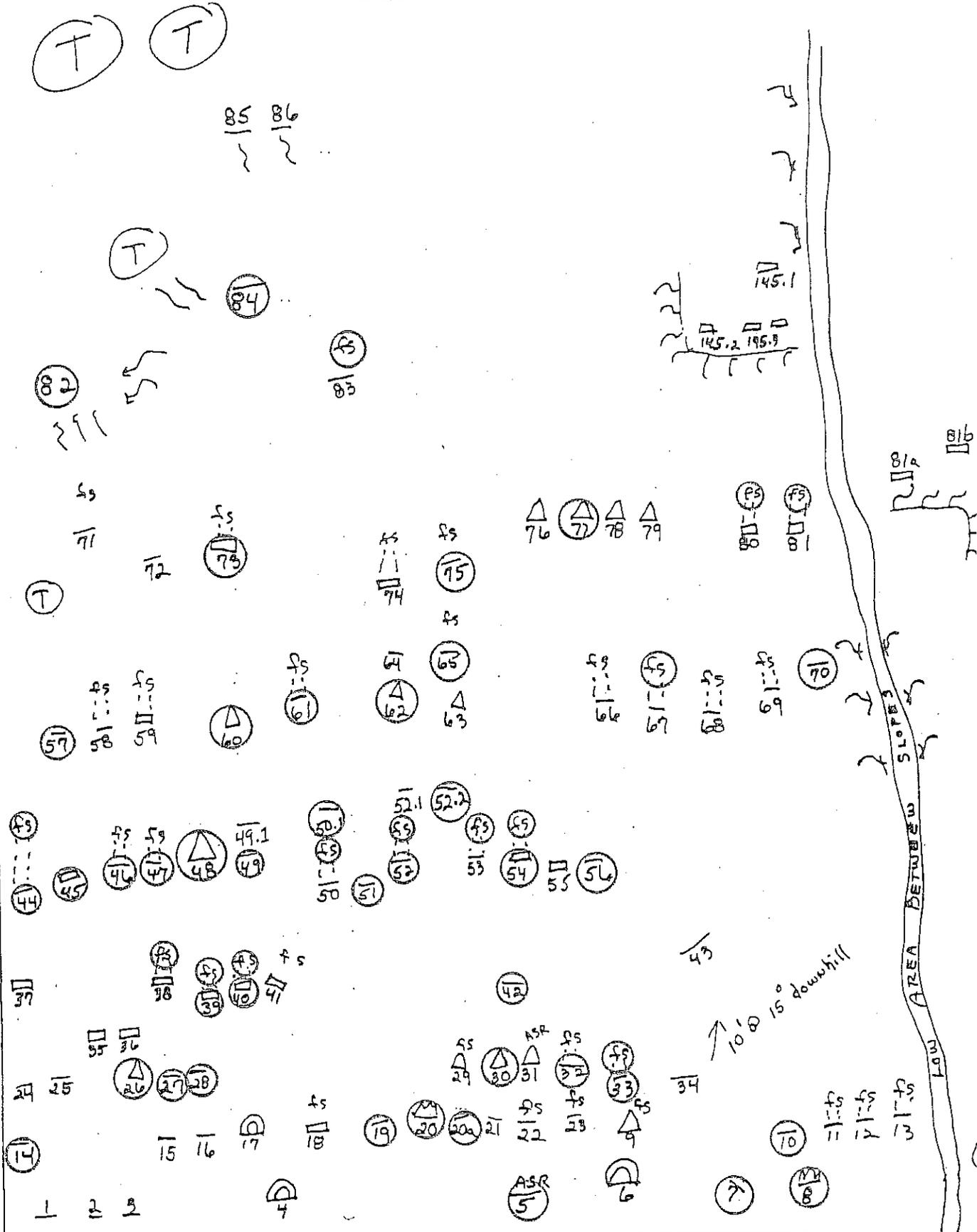
SECTION B PART 1

NORTH BRICK PATH (STEPS)

3rd STEP

4th STEP

5th STEP



NOT TO SCALE

MAIN PATH

B1

ATTACHMENT E

Sample Survey Sheet

November 2014

CEMETERY: _____
 Location: _____
 Record Date _____
 Name: _____
 Last First Middle
 Date of Death: _____
 Marker Type: _____
 Stone Carver: _____

Ref/Sec _____
 Orientation: N S E W
 Dimensions: (In.) W H D _____
 No. of People Commemorated _____
 Digital: File Photo
 Before _____ _____
 After _____ _____

Recorder: _____

MATERIAL: 1. Slate 2. Marble 3. Sandstone 4. Granite 5. Other _____

CARVED SURFACES: 1. Front 2. Back 3. Top 4. End Panels 5. Other _____

MOTIF:

1. Winged Skull
2. Winged Face
3. Urn/Willow
4. Floral/Foliage
5. Other
6. None

BORDER:

1. Elaborate
2. Simple
3. None
4. Motif

CARVING:

1. Mint
2. Clear but worn
3. Mostly Deciph.
4. Traces
5. Illegible

BASES:

1. Marble
2. Granite
3. Sandstone
4. Other
5. None

PREVIOUS REPAIR WORK:

1. None Evident
2. Replacement Bases
3. Adhesive Repair
4. Enframements
5. Other

"BEFORE" Photograph _____

CONDITIONS:

1. Sound _____
2. Broken _____
3. Fallen/Tilted/Sunken/Raised _____
4. Chipped _____
5. Cracked _____
6. Biological Activity _____
7. Soiling/Stains _____
8. Delamination _____
9. Erosion/Sugar Decay _____
10. Flaking/Blistering _____
11. Fragments _____
12. Losses _____

NOTES: _____

Gravestone Inventory/ Conservation Form - Page 2

CEM/BURIAL GROUND: _____

Name: _____ Date of Death: _____ Ref/Sec _____
Last First Middle

Inscription:

Conservation Notes:

"AFTER" Photograph

NAME OF BIDDER:

Bids must be submitted on this form and the following table. Bids submitted on any other form will not be considered valid. Please return this form and the attached forms to:

Town of Plymouth
ATTN: Procurement Div.
Town Office Building
11 Lincoln Street
Plymouth, MA 02360

Bids must be received by 11:00 a.m., Thursday, January 22, 2015.

Postmarks will not be considered. All bids will be publicly opened and read at the above address, date and time. Prices are to include any delivery charges unless otherwise specified. All offers are subject to Specifications bid 21503. This bid may be extended for up to an additional thirty (30) calendar days at the request of the Town of Plymouth.

In compliance with the above, the undersigned offers and agrees, if this offer is accepted within thirty (30) business days from date of receipt of offers specified above, to perform the herein described work for the prices offered opposite each item and that said prices will be good for the period of one year.

The undersigned bidder hereby certifies:

Bidder has carefully read and examined all the documents herein referred to and knows and understands the terms and provisions therein.

Bidder agrees that if this bid is accepted he/she will contract with the Owner, as provided for in the bid/contract documents, and that he/she will perform all the work and furnish all bonds, the material and equipment and provide all labor, services, plant, machinery, apparatus, appliances, tools, supplies, and all other things required by the documents in the manner and within the time therein prescribed and according to the requirements of the Town as therein set forth and that he/she will take in full payment therefor, the lump sum applicable to the project as offered below.

The bid is based upon the payment to laborers to be employed on the project of wages in an amount not less than the applicable prevailing wage rates established for the project by the Massachusetts Division of Occupational Safety. The undersigned bidder agrees, in addition to any other rights and remedies

available to the Awarding Authority, to indemnify the Awarding Authority for, from and against any loss, expense, damages, actions or claims, including any expense incurred in connection with any delay or stoppage of the project work, arising out of or as a result of (1) the failure of the said bid to be based upon the payment of applicable prevailing wage rates or (2) the failure of the bidder, if selected as the Contractor, to pay laborers employed on the project the said applicable prevailing wage rates.

No person in the employ of the Town of Plymouth has any pecuniary interest in this proposal or in the contract for the work, which is proposed.

The undersigned hereby certifies that he is able to furnish labor that can work in harmony with all other elements of labor employed or to be employed on the work; that all employees to be employed at the worksite will have successfully completed a course in construction safety and health approved by the United States Occupational Safety and Health Administration that is at least 10 hours in duration at the time the employee begins work and who shall furnish documentation of successful completion of said course with the first certified payroll report for each employee; and that he will comply fully with all laws and regulations applicable to awards made subject to G.L. c.149, §44A.

THE UNDERSIGNED BIDDER HEREBY CERTIFIES UNDER THE PAINS AND PENALTIES OF PERJURY THE FOLLOWING:

This bid in all respects is bonafide, fair, and made without collusion or fraud with any other person. As used in this paragraph, the word PERSON shall mean any natural person, joint venture, partnership, corporation, or other business or legal entity.

It has complied with all laws of the Commonwealth relating to taxes, reporting of employees and contractors, and withholding and remitting child support in accordance with MGL Chapter 62C, Section 49A.

It is not presently debarred from doing public construction work in the Commonwealth under the provisions of Section twenty-nine F of Chapter twenty-nine, or any other applicable debarment provisions of any other chapter of the General Laws or any rule or regulation promulgated thereunder.

The Bidder understands and agrees that the Owner does not expressly or by implication guaranty or warrant the nature and extent of the materials or conditions that may be encountered during the Work.

GRAVESTONE CONSERVATION AND RESTORATION, AS SPECIFIED. PRICES SHALL INCLUDE ALL LABOR, EQUIPMENT AND MATERIALS NECESSARY TO COMPLETE THE WORK AND NO ADDITIONAL COMPENSATION WILL BE ALLOWED.

PART 1 - Excavation. Cleaning, Documentation and Resetting of 198 Markers

\$ _____

PART 2 - Conservation Treatments plus Excavation, Cleaning and Resetting of 131 Markers

\$ _____

TOTAL OF PART 1 AND PART 2 \$ _____

THE UNDERSIGNED ACKNOWLEDGES RECEIPT OF ADDENDA # _____ *

*To be filled in by bidder if addenda are issued.

PLEASE NOTE ANY EXCEPTIONS ON SEPARATE CONTRACTOR LETTERHEAD.

BIDDER _____

AUTHORIZED SIGNATURE

COUNTY _____

Printed Name and Title

STATE OF INCORPORATION _____

PHONE _____

Date Offered

FAX _____

E-MAIL _____

TAX I.D. NUMBER _____

DELEGATION OF AUTHORITY

At a meeting of the Board of Directors of the _____
(Name of Corporation)

_____ duly called and held on _____
(Date)

at which a quorum was present, and acting throughout, the following vote

was duly adopted: VOTED: That _____
(Name of Individual)

the _____ of the Corporation, hereby is authorized
(Title)

to affix the Corporate Seal, sign and deliver in the name and on behalf of the Corporation, bids, proposals, contracts, bills of sale, conditional sale agreements, chattel mortgages, leases, bonds, applications, affidavits, certificates, and any other similar documents required in connection with the sale of the Corporation's products to any purchaser, including assignments and satisfactions of any such documents.

Any and all applications, affidavits, statements, certificates, and similar documents required by law in connection with the licensing of the Corporation or its representatives for the sale, distribution, and servicing of its commercial products.

The authority is hereby delegated and shall be exercised by the aforesaid person in connection with the duties as

_____ of _____
(Title) (Name of Corporation)

and not otherwise.

ATTEST: _____ DATE: _____

NOTE: This form must be completed if the contractor is a corporation.