

INADVERTENT DISCOVERY PLAN
for RCO funded projects

Project Name: 22-2038

Project Number: Port of Illahee Public Pier Pile Replacement

DAHP Number:

This Inadvertent Discovery Plan (IDP) is intended to provide clear guidance related to the management of an unexpected discovery or unearthing of cultural artifacts, archaeological features or other evidence of cultural materials and/or of skeletal material of human or unknown origin during projects funded by the Recreation and Conservation Office not governed by a Washington State Department of Archaeology and Historic Preservation (DAHP)-issued excavation permit; by a ~~Monitoring or Site Protection Plan~~ for a specific area or activity; or a federal permit.

This plan is to be implemented without exception whenever such discoveries occur, and applies to all RCO sponsoring entity staff, contractors, subcontractors, volunteers, and others who may be involved with RCO funded projects. This plan does not supersede or satisfy requirements for monitoring, site protection, or other plans developed to address concerns at known archaeological and historic sites. The sponsoring entity's Project Contact (as defined in your RCO project agreement) is responsible for implementation of the IDP and must sign the following to indicate that she/he has read and acknowledges this responsibility.

As the Project Contact, I acknowledge that I am responsible for implementation of the IDP.

1. It is my responsibility to ensure that all site crew on all phases of project excavation and construction understand the requirements of this IDP.
2. A complete copy of this signed document will be maintained at all times on the project site for the duration of the project for site crew training and available for inspection by DAHP, RCO, or others as authorized.
3. I will follow the actions in the IDP in the event that site crew uncover any archaeological object and/or other cultural resource as a result of project actions, including but not limited to ground-disturbing activities such as excavation, boring, and concrete removal.
4. I understand failure to follow the actions in this IDP is a breach of your RCO project contract and that according to, knowingly disturbing an archaeological site is a Class C Felony (27.53.060 RCW).
5. **The project proponent and contractor shall notify Suquamish Tribe archaeologists and RCO archaeologists of the planned start date of construction at least two weeks prior to the start of ground disturbing activities.**

Jim Aho

Sponsor Signature

Jim Aho, Commissioner

Sponsor Name

3-10-25

Date



**Tribal Historic Preservation Officer
Archaeology and Historic Preservation Program
Fisheries Department
THE SUQUAMISH INDIAN TRIBE**

Post Office Box 498
Suquamish, WA 98392-0498
Phone (360) 394-8533
Email: strudel@suquamish.nsn.us

**SUQUAMISH INDIAN TRIBE
ARCHAEOLOGICAL RESOURCES INADVERTENT DISCOVERY PROCEDURES**

PROJECT: Port of Illahee – Public Pier and Dock Rehabilitation Project

LOCATION:

PERMITTING AGENCY:

PERMIT NUMBER:

AGENCY CONTACT:

PROJECT LEAD/ORGANIZATION:

This Inadvertent Discovery Plan (IDP) outlines procedures for supervisors and construction personnel when archaeological materials or human remains are identified during construction activities such as trenching, grading, bulkhead removal, or other ground disturbance. These procedures shall be followed to meet permit requirements and state and federal laws. The IDP should always be kept at the project site during all project activities, and all personnel onsite should be familiar with its contents and know where to find it.

The project proponent and contractor shall notify Suquamish Indian Tribe archaeologists of the planned start date of construction at least two weeks prior to the start of ground disturbing activities.

**PROCEDURES FOR DISCOVERY OR IDENTIFICATION OF PRE-CONTACT OR
HISTORIC PERIOD ARCHAEOLOGICAL DEPOSITS**

Construction personnel will follow procedures in this document if archaeological materials are identified, such as:

- a. An accumulation of shell, burned rocks, hearths, pits, or other materials.
- b. Bones or small pieces of bone.
- c. An area of charcoal or very dark stained soil with artifacts.
- d. Stone tools or waste flakes (i.e. an arrowhead or stone chips).
- e. Clusters of tin cans or bottles that appear to be older than 50 years.
- f. Remnants of homesteading, such as bricks, nails, household items, or food containers.
- g. Buried railroad tracks, decking, foundations, or other industrial materials.

When in doubt, assume the material is a cultural resource and contact appropriate authorities.

REMNANTS OF THE EXISTING SITE STRUCTURES SCHEDULED FOR DEMOLITION, SUCH AS BUT NOT LIMITED TO RESIDENTIAL STRUCTURES, UTILITIES, ROADWAY, ETC., SHALL NOT BE CONSIDERED ARCHAEOLOGICAL MATERIAL.

1. If any employee, contractor, or subcontractor believes that he or she has uncovered a cultural resource at any point in the project, all work must stop immediately. Notify the appropriate party(s). The contractor shall leave the surrounding area untouched and secure an area with a perimeter of no less than 30 feet until all consultations and analyses are completed and the parties agree that construction activities can resume. The discovery location must be secured at all times by a temporary fence or other onsite security.

No one shall excavate any cultural material and all cultural material will be left in place, undisturbed and without analysis, until consultation with the Washington State Department of Archaeology and Historic Preservation (DAHP) and Suquamish Indian Tribe.

2. If a contractor's or sub-contractor's employee is the person making the discovery, such person shall immediately notify his or her supervisor and that supervisor shall immediately notify the Suquamish Indian Tribe of the discovery. If the discovery is made after Tribal business hours, the contractor shall contact Stephanie Trudel, Tribal Historic Preservation Officer, on cell (360) 204-0225.

Project Lead Contact

Name: Sarah Steinkraus
Organization: Washington Recreation and Conservation Office
Phone: (360) 867-8195
Email: sarah.steinkraus@rco.wa.gov; culturalresource@rco.wa.gov

Suquamish Indian Tribe Primary Contacts

Name: Stephanie Trudel, Tribal Historic Preservation Officer
Phone: 360-394-8533; Cell: 360-204-0225
Email: strudel@suquamish.nsn.us
Name: Taylor Harriman, Archaeologist
Phone: 360-394-8529; Cell: 360-509-9798
Email: tharriman@suquamish.nsn.us

3. The Tribe shall notify DAHP of the discovery as soon as possible. If human remains are found, the contractor shall follow notification procedures specified below.

Washington State Department of Archaeology and Historic Preservation Primary Contacts

Archaeology: Robert Whitlam, State Archaeologist
Phone: 360-890-2615
Email: Rob.Whitlam@dahp.wa.gov
Human Remains: Guy Tasa, State Physical Anthropologist
Phone: 360-790-1633
Email: Guy.Tasa@dahp.wa.gov

4. The Tribe shall arrange for the parties to conduct a joint viewing of the discovery within 48 hours of the notification, or, if that is not feasible, at the earliest possible time thereafter. After the joint viewing, considering any recommendations of the Suquamish Indian Tribe and DAHP, the parties shall discuss the probable significance of the discovery and requirements for follow-up work.

PROCEDURES FOR DISCOVERY OR IDENTIFICATION OF HUMAN REMAINS

If, during the course of construction, human remains are exposed and identified, all construction work in that area must be stopped and a buffer established. The contractor will immediately notify the Kitsap County Sheriff's Office, the Kitsap County Coroner, DAHP, and Suquamish Indian Tribe archaeologists, and follow procedures outlined herein.

Kitsap County Sheriff's Office Primary Contact
Non-Emergency Line 360-337-7101

Kitsap County Coroner's Office Primary Contact
Name: Lindsay Harle
Phone: 360-731-6843

1. All persons shall immediately cease or halt ground disturbing, construction or other activities around the area of the discovery and the contractor shall secure the area with a perimeter of no less than 30 feet until all procedures are completed and the parties agree that construction activities can resume. No one shall excavate the remains and the remains shall be left in place, undisturbed and without analysis. Treat human remains with dignity and respect at all times. Cover the remains with a tarp or other materials (not soil or rocks) for temporary protection and to shield them from being photographed. Do not call 911 or speak with the media. Do not take pictures. The Kitsap County Sheriff's Office and Kitsap County Coroner will determine if the human remains are forensic or non-forensic. If the Kitsap County Coroner determines that the human remains are non-forensic, the Coroner will notify DAHP and the Suquamish Indian Tribe. The Washington State Physical Anthropologist will make an initial determination of whether the human remains are ancient and are Indian or non-Indian. If the remains are Indian, DAHP will notify the Suquamish Indian Tribe.

2. After identification of the human remains as non-forensic Indian, the contractor shall continue to maintain the remains and any associated funerary objects in place, covered, unwashed, unexamined and undisturbed until their final disposition to the Tribe. The contractor shall give due consideration to and honor, to the extent possible, any request by the Suquamish Indian Tribe to leave the remains and/or other cultural items permanently undisturbed and in place. The contractor will honor and accommodate any request by the Tribe or by Tribal members to conduct ceremonies or other traditional activities with respect to the human remains at the site where the remains were found.

3. Where human remains are identified as Indian, the Tribe may request either that the remains stay in place or that they be removed and repatriated to the Tribe. If the Tribe requests that the human remains stay in place, then the contractor shall cover the remains or, if the remains had been disinterred, rebury the remains at or near the site where the remains were uncovered.

4. Human remains, funerary objects and/or other artifacts identified for repatriation shall be placed in plain paper bags in lots as large as possible and delivered to the Tribe within a reasonable time after the Tribe makes its request. At the time of transfer, DAHP shall provide to the Tribe a brief description of the remains, objects and/or artifacts transferred and the Tribe shall confirm receipt of the same.

CONFIDENTIALITY OF INFORMATION

1. All parties recognize that archaeological properties are of a sensitive nature and sites where cultural resources are discovered can become targets of vandalism and illegal removal activities. All parties shall keep and maintain as confidential all information regarding any discovered cultural resources, particularly the location of known or suspected archaeological property, and exempt all such information from public disclosure consistent with RCW 42.17.310(k).

2. All information indicating the location of known or suspected archaeological properties shall be turned over to the Tribe. While any party is in possession of this confidential information, such party shall limit access to these records to authorized persons with a need to know the information and shall keep a log identifying all persons who access the record, that person's governmental agency or private affiliation, the date the access was permitted, any materials copied, and the purpose and for whom such records were copied. DAHP will keep all information received permanently secured and confidential.

3. All parties shall ensure that their personnel, contractors, and permittees keep the discovery of any found or suspected human remains, other cultural items, and probable historic properties confidential, including but not limited to, refraining such persons from contacting the media or any third party or otherwise sharing information regarding the discovery with any member of the public. All parties shall require their personnel, contractors and permittees to immediately notify the Tribe of any inquiry from the media or public. Prior to any public information release, the Tribe will determine the amount of information, if any, to be released to the public, any third party, and the media, as well as the procedures for such a release, to the extent permitted by law.

LEAD REPRESENTATIVES AND PRIMARY CONTACTS LIST

The project proponent will complete any missing sections of this form listing the proponent and contractor's contact information and send the form to the Suquamish Indian Tribe prior to construction and as part of the project permit conditions.

The form should be sent to:

Stephanie Trudel, Tribal Historic Preservation Officer
Archaeology and Historic Preservation Program
Fisheries Department, Suquamish Indian Tribe
P.O. Box 498
Suquamish, WA 98392

The lead representatives and primary contacts of each party shall be identified. The parties may identify other specific personnel before the commencement of any particular portion of the project as the contacts for that specific project. The parties shall notify the other parties in writing whenever the assignment of lead representative or primary contact has changed.

Permitting Agency

Agency Contact:
Organization:
Phone:
Email:

Project Lead Contact

Name: Sarah Steinkraus
Organization: Washington Recreation and Conservation Office
Phone: (360) 867-8195
Email: sarah.steinkraus@rco.wa.gov; culturalresource@rco.wa.gov

Suquamish Indian Tribe

Address: P.O. Box 498, Suquamish, Washington, 98392, Attention: Tribal Chairman
Lead Representative: Rob Purser, 360-908-1712
Primary Contacts:

Name: Stephanie Trudel
Phone: 360-394-8533; cell 360-204-0225
Email: strudel@suquamish.nsn.us
Name: Taylor Harriman
Phone: 360-394-8529; cell 360-509-9798
Email: tharriman@suquamish.nsn.us

Washington State Department of Archaeology and Historic Preservation

Address: P.O. Box 48343, Olympia, Washington, 98504-8343
Lead Representative: Allyson Brooks, 360-586-3066
Primary Contacts:

Archaeology: Robert Whitlam
Phone: 360-586-3080
Email: Rob.Whitlam@dahp.wa.gov
Human Remains: Guy Tasa
Phone: 360-586-3534
Email: Guy.Tasa@dahp.wa.gov

Kitsap County Sheriff's Office

Address: 614 Division Street MS-33, Port Orchard, Washington, 98366
Primary Contact: Non-Emergency Line 360-337-7101

Kitsap County Coroner's Office

Address: 614 Division Street MS-17, Port Orchard, Washington, 98366
Lead Representative: Lindsay Harle
Phone: 360-731-6843

**Acknowledgement of Responsibility to Follow Suquamish Indian Tribe
Inadvertent Discovery Plan**

Project Proponent:

Name (printed): John Piccone, P.E. - Port of Illahee Representative

Signature: 

Date: 4/2/25

Project Contractor:

Name of Contractor: QUIGG BROS., INC.

Contractor's Representative (printed): CHARLES QUIGG

Contractor's Representative Signature: 

Date: 3/14/2025

Mail a Signed Copy to:

Stephanie Trudel, Tribal Historic Preservation Officer
Fisheries Department, Suquamish Indian Tribe
P.O. Box 498
Suquamish, WA 98392

Email a Signed Copy to:

Stephanie Trudel, Tribal Historic Preservation Officer, Suquamish Indian Tribe
strudel@suquamish.nsn.us

Taylor Harriman, Archaeologist, Suquamish Indian Tribe
tharriman@suquamish.nsn.us