AMENDMENT NO. 3 PROVIDES NO-COST EXTENSION TO COMPLETE PERFORMANCE OF WORK BY CONDUCTING TRAINING AT THE CUMBERLAND ISLAND NATIONAL SEASHORE.
GEORGIA INSTITUTE OF TECHNOLOGY
OFFICE OF CONTRACT ADMINISTRATION

NOTICE OF PROJECT CLOSEOUT

Closeout Notice Date 05/03/94

Project No. D-48-661
Center No. 10/24-6-R7067-0A0
Project Director MYERS J H
School/Lab DEAN ARCH
Sponsor US DEPT OF INTERIOR/NATL PARK SRVC
Contract/Grant No. CA-5000-5-8094-08
Contract Entity GTRC
Prime Contract No. 
Title CUMBERLAND ISLAND HSPG

Effective Completion Date 940331 (Performance) 940331 (Reports)

Closeout Actions Required: 

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<th>Action</th>
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<td>Final Invoice or Copy of Final Invoice</td>
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Comments:______________________________________________________________________________________________________

Subproject Under Main Project No. 

Continues Project No. 

Distribution Required:

Project Director Y
Administrative Network Representative Y
GTRI Accounting/Grants and Contracts Y
Procurement/Supply Services Y
Research Property Management Y
Research Security Services N
Reports Coordinator (OCA) Y
GTRC Y
Project File Y
Other N

NOTE: Final Patent Questionnaire sent to PDPI.
December 14, 1990

David Ates, Historical Architect
Office of Historic Architecture
Southeast Regional Office
75 Spring Street, NW
Atlanta, Georgia 30303


Dear David,

This letter is to update you on the progress of the HSPG being developed for Cumberland Island National Seashore. As you know, the generic specifications are nearly complete. Billy has requested a meeting before Ali and I go to Cumberland Island to conduct the building inspections and determine which of the generic specs will be included for the site. I will be calling you next week to set up this meeting.

Based on our meeting of October 12, various types of "how-to" manuals are being looked at to determine how to best approach the HSPG format for Cumberland Island. In early January the results of this search should be available.

If you have any questions, please do not hesitate to call.

Sincerely,

Bethanie C. Grashof
Chief, Technical Assistance

cc: Billy Garrett
    John Myers

ATES12.14
March 4, 1991

David Ates
Historic Architecture Division
Southeast Regional Office
National Park Service
75 Spring Street, SW
Atlanta, Georgia 30303

Dear David,

I am attaching a chart of the buildings which are to be inspected at Cumberland Island. As best as I can I have listed the building numbers, size and locations associated with each structure based on what I am assuming is data from the LCS which your office provided to us and our partial LCS listing dated 01/04/83. I have also been down to see Leon Fulsom in Maintenance to get copies of drawings and any maps of the island to get a feel for the place and the buildings. As you can see by the chart there are several gaps especially in the drawing department. If you can provide the missing information it would be a great help. At the very least I need accurate building numbers and the building locations within the park. (As you can see, I have found conflicting building numbers for the three buildings at Plum Orchard. The first building number listed is from the information you sent us. The second number is either from our LCS information or one of the maps I found in Leon's office.) It would be nice to have drawings for the remaining buildings as well. Do you maintain drawings for your buildings over and above what maintenance has?

Based on the available information, Ali and I are giving ourselves two weeks to do the work and unless we have to measure some of these buildings as well, this should give us plenty of time to both complete the ICAP inspections and conduct the necessary interviews for the HSPG. We are planning to conduct the inspections April 8-19. Leon works with the Chief of Maintenance, Roddy Campbell. He will be our point of contact as well unless there is someone else you would like me to contact. Leon says there is no superintendent at present.

Please provide the missing information as soon as possible so that Ali and I can complete trip preparations. Thanks for your help in getting all of this information together.

Sincerely,

Bethanie C. Grashof
Chief, Technical Assistance

Attachment
ATES.304
### CUMBERLAND ISLAND NATIONAL SEASHORE

<table>
<thead>
<tr>
<th>BUILDING</th>
<th>BLDG #</th>
<th>SIZE (SF)</th>
<th># STORIES</th>
<th>SITE</th>
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<td>Plum Orchard Mansion</td>
<td>HS6 or 1</td>
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<td>D</td>
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<td>Dungeness Dock Ice House</td>
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<td>HS87</td>
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<td>Frame Shed</td>
<td>HS104</td>
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<td>Large Frame Building</td>
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<tr>
<td>Alberty House (Hausers Hse ?)</td>
<td>HS11</td>
<td>1,200</td>
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<td>FABC</td>
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**21 TOTAL BUILDINGS**

**SITE:** D = Dungeness, PO = Plum Orchard, FABC = First African Baptist Community

Drawings from SERO-Maintenance
April 23, 1991

David Ates
Historic Architecture Division
Southeast Regional Office
National Park Service
75 Spring Street, SW
Atlanta, Georgia 30303

RE: D48-661 - HSPG, Cumberland Island National Seashore

Dear David,

As you know, Ali and I spent last week on Cumberland Island conducting ICAP inspections and preliminary investigations for the development of a park specific HSPG. Included in this was a talk with Roddy Campbell about how they do business now, what their maintenance needs are, what their technical needs are, what kind of information they would need from such a manual, and the format such a manual might take.

First, based on the ICAP building inspections, the following general historic materials/features have been identified as being applicable to Cumberland Island. Please note that I have not yet been to Plum Orchard Mansion so I am not familiar with the materials found there, other than the obvious. I have, however, seen some photos. (I have been to the site, but only to inspect the two octagon sheds, not to cast a critical eye on the mansion itself.)

EXTERIOR

- Wood frame - walls and roof
- Wood cladboard siding
- Stucco - on metal lath over wood sheathing & as a coating for Tabby
- Tabby - walls and piers
- Brick - piers and chimneys
- Wood windows
- Wood trim/ornament
- Wood stairs/porches
- Wood shingle roof
- Corrugated metal roof
- Standing seam metal roof
- Copper flashing
- Galvanized (?) metal flashing
- Paint - on wood and stucco
INTERIOR

Wood frame - walls, floors, ceiling

Wood
  Walls - beaded tongue & groove, tongue & groove, plain boards, paneling
  Floors - strip tongue & groove, parquet
  Ceilings - beaded tongue & groove, tongue & groove, plain boards

Trim/ornament

Doors

Plaster - walls and ceilings

Ceramic tile - floors and walls (wainscot)

Brick flooring

Concrete flooring

Wallpaper

Paint - on wood and plaster

I have not yet cross referenced these materials/features to either the list of MM features, or to the specifications that we have developed; that is the next step. In my discussion with Roddy he indicated that stucco and plaster were the two areas of critical need as far as technical expertise is concerned. Also anything having to do with water penetration in general. Most carpentry work can be taken care of by existing personnel. Masonry is less of a need since there is so little of it on the island. (Information on tabby is not so much a need as is information on the stucco rendering over the tabby.)

As a matter of format, Roddy suggested we get hold of a publication by the Navy SeeBee's which deals with all of the construction trades. He apparently uses it on the island. Not only is there good technical information, but the presentation of the information is good as well. We also talked about how heavily illustrated each specification needed to be. I showed him some of the Ft. Benning work for brick walls which included pictures of the tools used in repointing. Illustrations such as this he thinks would be useful. In addition, pictures/information which illustrate helpful tips and/or precautions of a particular job would also be useful. An example would be some of the pictures which are included in the flashing specification of how to properly flash a brick chimney. He did not think that step by step photographs of "the process" of how to carry out a particular specification would be necessary because he would never ask anyone to perform a maintenance task who did not already have some idea of how to do "it". At one point he said they had a good handle on maintenance scheduling and inspection techniques, yet later he said that information on scheduling would be helpful. Maybe we have a different definition of scheduling. At any rate, cyclical maintenance schedules, probably separate from any particular specification, would probably be useful.

Our next step in the project should be to get together and discuss format, particularly in light of your meeting with Randy Biallas earlier this year. We are also going to need to find more illustrations for many of the specifications, or in some cases, find illustrations period. I am going to place the ball in your court to set up the next meeting after you have reviewed your notes from your meeting with Randy, and after you have reviewed the specifications we have sent you to date. I look forward to hearing from you.

Sincerely,

Bethanie C. Grashoff
Chief, Technical Assistance

ATES.423
August 20, 1991

David Ates, Historical Architect  
Southeast Regional Office  
National Park Service  
75 Spring Street, NW  
Atlanta, Georgia 30303


Dear David,

I have gone through all of the specifications completed for the generic HSPG's and have pulled out those that pertain to the materials found at Cumberland Island. There are 124 identified specifications in three categories: Exterior Envelope - 44 specifications; Interior Envelope - 42 specifications; Roofing - 38 specifications.

Of the materials found at Cumberland Island and listed in my letter of April 23, 1991, the most obvious omissions are specifications dealing with foundations, and tabby. There are also no specs on wall paper; and while there is no spec which specifically deals with, for example, beaded tongue and groove walls, there are specs which might apply in a more general way. I am enclosing of listing of all 124 of the applicable specs for your review.

At this point I need some direction from you as to the next step. As I recall when John and I were last at your office meeting with you and Billy we left with you a number of "How To . . . " manuals. As I mentioned in my April 23 letter we need to discuss the final format which the Cumberland Island HSPG will take. I will call you next week after you have had a chance to review the enclosed listing and the generic specifications and have decided on the direction which you would like us to take.

If you have any questions please do not hesitate to call.

Sincerely,

Bethanie C. Grashof  
Chief, Technical Assistance

c: Billy Garrett  
Enclosure

ATES6.20
SPECIFICATIONS FOR CUMBERLAND ISLAND HSPG

EXTERIOR ENVELOPE

411.1  GENERAL WOOD SPECIFICATION
        Epoxy Repair for Deterioration and Decay In Wooden Members

4111.1 WALL COVERING - WOOD
        Care of Clapboard Siding

4111.9 WALL COVERING - STUCCO/PLASTER
        Removing and Replacing Loose Stucco

4113.1 WALL STRUCTURE - WOOD
        Repairing Structural Members in Frame Construction

4113.4B WALL STRUCTURE - UNIT MASONRY
        Repointing Masonry Using Lime Mortar

4113.4B WALL STRUCTURE - UNIT MASONRY
        Removing and Replacing Historic Brick Masonry

4113.4B WALL STRUCTURE - UNIT MASONRY
        Monitoring and Repairing Cracks in Historic Masonry

4113.4B WALL STRUCTURE - UNIT MASONRY
        Patching Historic Brick Masonry

4113.4B WALL STRUCTURE - UNIT MASONRY
        Removing Salts/Efflorescence From Historic Brick Masonry

4113.4B WALL STRUCTURE - UNIT MASONRY
        Removing Mildew (Fungus) Stains From Historic Masonry

4113.4B WALL STRUCTURE - UNIT MASONRY
        Removing Lichen/Algae Stains From Historic Masonry

4113.4B WALL STRUCTURE - UNIT MASONRY
        Removing Organic Growth From Historic Masonry

4113.5 WALL STRUCTURE - CONCRETE
        Patching Concrete Masonry

4113.5 WALL STRUCTURE - CONCRETE
        Patching Cracks in Concrete

4117.1 CORNICE - WOOD
        Care of Wood Cornice
4131.1 FLOOR COVERING - WOOD
Care of Porch Floors

4131.4B FLOOR COVERING - BRICK
Methods of Removing Stains on Brick Floors

4133.1 FLOOR STRUCTURE - WOOD
Repairing Porch Structure

4135.1 RAIL/BALUSTRADE - WOOD
Repair of Exterior Wooden Balusters

4135.1 RAIL/BALUSTRADE - WOOD
Repair of Exterior Wooden Handrail

4135.1 RAIL/BALUSTRADE - WOOD
Repair of Exterior Wooden Footrail

4141.1 WINDOW FRAME - WOOD
Installing Weatherstripping

4142.1 WINDOW SASH - WOOD
Replacing a Sash Cord or Chain

4142.1 WINDOW SASH - WOOD
Repairing an Open Joint in a Window Sash

4142.1 WINDOW SASH - WOOD
Unsticking a Wood Window Sash

4144.1 WINDOW GLAZING - GLASS
Repairing Window Glazing

4144.1 WINDOW GLAZING - GLASS
Treatment for Condensation on Historic Glass

4145.2G WINDOW HARDWARE - BRASS
Cleaning Brass Window (and Door) Hardware

4145.2G WINDOW HARDWARE - BRASS
Repairing Brass Window (and Door) Hardware

4147.1 WINDOW SILL - WOOD
Repairing Deterioration In and Replacement Of a Wooden Window Sill

4147.1 WINDOW SILL - WOOD
Repairing the Deteriorated Surface of a Window Sill

4148 WINDOW STORM/SCREEN
Stopping Storm Window Sweating
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<td>Mending a Hole in a Window Screen</td>
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<td>DOOR FRAME - WOOD</td>
<td>Resetting Hinge Mortise</td>
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<td>DOOR FRAME - WOOD</td>
<td>Silencing Creaking and Grinding Hinges</td>
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<td>DOOR - WOOD</td>
<td>Repair When Door Binds Evenly Along Latch Side and Head</td>
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<td>EXTERIOR COATINGS - PAINT</td>
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<td>EXTERIOR COATINGS - PAINT</td>
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**INTERIOR ENVELOPE**

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4211.9 WALL COVERING - STUCCO/PLASTER
Patching Holes in Plaster With Sheetrock

4215.1 WALL ORNAMENT - WOOD
Repairing Cracks and Checks in Wood Wall Ornament

4215.1 WALL ORNAMENT - WOOD
Replacing Damaged or Missing Pieces of Wood Wall Ornament

4215.1 WALL ORNAMENT - WOOD
Closing Open Joints in Wood Wall Ornament

4215.1 WALL ORNAMENT - WOOD
Repairing Scratches, Gouges and Dents in Wood Wall Ornament

4215.1 WALL ORNAMENT - WOOD
Repairing Warps in Wood Wall Ornament

4221.9 CEILING COVERING - STUCCO/PLASTER
Securing Sagging Ceiling Plaster

4231.1 FLOOR COVERING - WOOD
Repairing a Parquet Floor

4231.1 FLOOR COVERING - WOOD
Replacing Badly Damaged Floorboards

4231.1 FLOOR COVERING - WOOD
Repairing Holes and Cracks in Wood Floors

4231.1 FLOOR COVERING - WOOD
Repairing Small Localized Damage to Floorboards

4231.1 FLOOR COVERING - WOOD
Silencing a Squeaking Wood Floor

4231.1 FLOOR COVERING - WOOD
Repairing a Warped Floorboard

4231.5 FLOOR COVERING - CONCRETE
Methods of Removing Stains on Concrete Floors

4231.5 FLOOR COVERING - CONCRETE
Treating Dusting of Concrete Floors

4231.7 FLOOR COVERING - CERAMIC TILE
Removing Stains on Ceramic Tile Floors

4232.1 FLOOR DECKING - WOOD
Repairing Squeaks Due to Subfloor Shrinkage
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<td>Fixing Problem Rollers in Top-Hung Pocket Doors</td>
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4271.1 STAIR/RAMP COVERING - WOOD
Replacing Damaged Treads

4273.1 STAIR/RAMP STRUCTURE- WOOD
Stabilizing a Sagging Stair

4274.1 STAIR/RAMP RAILING- WOOD
Repairing a Wobbly Handrail

4274.1 STAIR/RAMP RAILING- WOOD
Repairing a Separation in Handrail Seam

ROOFING

4311.1C ROOF COVERING - CLAY
Shingle Tile Repair

4311.1C ROOF COVERING - CLAY
Sealing Animal Holes in Ridge

4311.1H ROOF COVERING - WOOD
Replacing Damaged Shingles

4311.1H ROOF COVERING - WOOD
Overroofing

4311.1H ROOF COVERING - WOOD
Cleaning Moss Off of Wood Shingles

4311.1H ROOF COVERING - WOOD
Preventing/Repairing Ice Dams

4311.1H ROOF COVERING - WOOD
Preventing Condensation on the Underside of a Wood Shingle Roof

4311.1H ROOF COVERING - WOOD
Preventing Soft Rot in Wood Shingle Roofs

4311.1H ROOF COVERING - WOOD
Repairing Defects in Wood Shingle Roofs, i.e. Checks, Splits, Weathering, Cupping and Curling, and Sapwood Decay

4311.2 ROOF COVERING - SHEET METAL
Preventing Excessive Thermal Movement

4311.2 ROOF COVERING - SHEET METAL
Correcting for Restricted Thermal Movement

4311.2 ROOF COVERING - SHEET METAL
Correcting Bowing Due to Windlift
4311.2 ROOF COVERING - SHEET METAL
Correcting Wind Damage to Ridge

4311.2 ROOF COVERING - SHEET METAL
Repairing Accidental Damage (Holes)

4311.2 ROOF COVERING - SHEET METAL
Preventing/Repairing Corrosion of Sheet Metal Roofs

4311.2 ROOF COVERING - SHEET METAL
Preventing Condensation on the Underside of Sheet metal Roofs

4311.2 ROOF COVERING - SHEET METAL
Preventing Insects and Rot

4311.2A ROOF COVERING - IRON AND STEEL
General

4311.2D ROOF COVERING - COPPER
General

4311.3A ROOF COVERING - BUILT-UP/MEMBRANE
Correcting Entrapped Moisture

4311.3A ROOF COVERING - BUILT-UP/MEMBRANE
Correcting for Interstitial Condensation

4311.3A ROOF COVERING - BUILT-UP/MEMBRANE
Repairing Cracks

4311.3A ROOF COVERING - BUILT-UP/MEMBRANE
Repairing Crazing and Wrinkling

4311.3A ROOF COVERING - BUILT-UP/MEMBRANE
Repairing/Patching Blisters

4333.4B CHIMNEY STRUCTURE - MASONRY
Cleaning Creosote and Soot from Unit Masonry Chimneys

4340.2 ROOF FLASHING - METAL
General

4340.2 ROOF FLASHING - METAL
Repairing Chimney Flashing

4340.2 ROOF FLASHING - METAL
Resealing a Chimney

4340.2 ROOF FLASHING - METAL
Repairing Valley Flashing
4340.2  ROOF FLASHING - METAL
Resealing a Vent Pipe

4351.1  GUTTERS/DOWNSPOUTS - WOOD
Installing Gutter Liners

4351.2  GUTTERS/DOWNSPOUTS - METAL
General

4351.2  GUTTERS/DOWNSPOUTS - METAL
Patching Metal Gutters

4351.2  GUTTERS/DOWNSPOUTS - METAL
Unclogging Blocked Gutters/Downspouts

4351.2  GUTTERS/DOWNSPOUTS - METAL
Realigning Gutters

4351.2  GUTTERS/DOWNSPOUTS - METAL
Repairing Pinch Cracks in Long Gutters

4351.2  GUTTERS/DOWNSPOUTS - METAL
Replacing Deteriorated Gutters

4351.2A GUTTERS/DOWNSPOUTS - IRON
Repair of Galvanized Iron Gutter
October 8, 1991

David Ates, Historical Architect  
Southeast Regional Office  
National Park Service  
75 Spring Street, NW  
Atlanta, Georgia 30303  


Dear David,

Little progress has been made on this project due to the contracting changes that are in the process of taking place. What little has been done includes the editing of all of the roofing specifications to get them in shape to be sent out for peer review. All of the specs are now ready to go whenever you give us the word as to how we should proceed. At this point I need some direction from you before I can proceed any further with the project.

Sincerely,

Bethanie C. Grahnof  
Chief, Technical Assistance

ATESCI10.08
February 4, 1991

David Ates, Historical Architect
Historic Architecture Division
Southeast Regional Office
National Park Service
75 Spring Street, SW
Atlanta, GA  30303

RE: D48-661, Cumberland Island HSPG, Monthly Report

Dear David,

This is to update you on where we stand on the Cumberland Island HSPG. With the delivery of the Dungeness Carriage House Historic Structure Assessment Report last month, the inspections necessary to identify all of the materials and systems used on the island are now complete. As expected no new materials need to be added to the list of specifications delivered to you in August of last year. We are now ready to move on the Cumberland Island HSPG as soon as the format for the generic specs has been decided. I will call you next week to discuss how to proceed with the project. If you have any questions please call.

Sincerely,

Bethanie C. Grashoff
Architect

bcg\res\sero\wp\ATES.204
March 30, 1992

Ali Miri, Historical Architect
Historic Architecture Division
Southeast Regional Office
National Park Service
75 Spring Street
Atlanta, Georgia 30303

RE: D48-655, Generic HSPG
D48-661, Cumberland Island HSPG

Dear Ali,

Enclosed are four draft Work Tasks for the MM Activity Code 4113.4B. They are taken from five of the first draft specifications which were previously sent to David. If you want to compare these with the draft specs, the old spec name(s) and the new work task name(s) are as follows:

A) Old spec: Monitoring and Repairing Cracks in Historic Masonry
   Work Task: Monitoring and Evaluating Cracks in Masonry
   Work Task: Patching Masonry Cracks with Caulk

B) Old specs: Removing Mildew (Fungus) Stains From Historic Masonry
   Removing Lichen/Algae Stains From Historic Masonry
   Removing Organic Growth From Masonry
   Work Task: Removing Biological Stains From Masonry and Stucco

C) Old spec: Repointing Masonry Using Lime Mortar
   Work Task: Repointing Masonry Using Hydraulic Lime Mortar

The work tasks have been put into the sample format sent to us by Gary Thompson via your office. In general, it seems to be a fairly simple process of rearranging information from one format into another, though some editing was done to make the work task as accurate and complete as possible. This certainly is closer to what the final product will be; let us know what other changes need to be made.

There are several pieces of information included at the beginning of each Work Task for which we need the proper codes.

- For the time being, each work task has been given a consecutive Task Number, G001 through G004. Based on the sample given to us, it is understood that "G" is the code for "General"; before proceeding any further with numbering each task we need a complete list of the codes.
of the choices for this code. ("G" does not seem to be appropriate for any of these work tasks.)

- In addition, we need a list of the Material Codes so that the appropriate entry can be put into that blank on the work task form.

- For Work Task Type, we have been given three codes: RM - Routine Maintenance; CM - Corrective Maintenance; and PM Preventive Maintenance. Please provide definitions for each type so that the correct code can be used. (At the moment, I am not sure I understand the difference between RM and PM.)

This is it for our first attempt. I look forward to your comments on these drafts and the completion of the remaining 210 ± (!) work tasks.

(I am also enclosing ICAP feature and work input forms.)

Sincerely,

Bethanie C. Grasho

Enclosure

BCG\RES\SERO\WP\MIRI.330
May 8, 1992

Ali Miri, Historical Architect  
Historic Architecture Division  
Southeast Regional Office  
National Park Service  
75 Spring Street  
Atlanta, Georgia 30303

RE: Monthly Progress Report for:  
D48-661, Cumberland Island HSPG  
D48-655, Generic HSPG

Dear Ali,

Thank you for your letters of April 28 and May 5 concerning format and content of the individual HSPG work tasks. With these we can now complete the remaining 200+ work tasks. To keep from inundating you with paper the draft work tasks will be sent in groups which will be divided, by material, into the MM Feature Element:Unit, i.e. Walls:Wall Surface - Wood. If you would rather get them all at once let me know. If there are any further comments or questions please do not hesitate to call.

Sincerely,

Bethanie C. Grashof
Architect

BCG\RES\SERO\WP\MIRI.508
July 29, 1992

Ali Miri, Historical Architect  
Historic Architecture Division  
Southeast Regional Office  
National Park Service  
75 Spring Street  
Atlanta, Georgia 30303

RE: Monthly Progress Report for:  
CA 5000-5-8094, Sub-agreement No. 8, Cumberland Island HSPG (D48-661)  
CA 5000-5-8094, Amendment #1 to Sub-agreement No. 7, Generic HSPG (D48-655)

Dear Ali,

We have begun, in earnest, the conversion of the draft HSPG's to the final format. Presently we have about 10 completed. As you and I discussed, those specifications for Cumberland Island are being converted first. It is still too early to project a completion date for the first 124 specifications. I am hoping that one person will be able to complete 25 specs in a week. During some or all of this time there will be two of us working on this project so that the specifications for Cumberland Island can be completed shortly after September 1. The remaining 90 specifications should take about three weeks after delivery of the 124 Cumberland Island specifications.

If you have any questions, please do not hesitate to call.

Sincerely,

Bethanie C. Grathof  
Architect

bg SERO MIRI.729
August 24, 1992

Ali Miri, Historical Architect
Historic Architecture Division
Southeast Regional Office
National Park Service
75 Spring Street
Atlanta, Georgia 30303

RE: Monthly Progress Report for:
CA 5000-5-8094, Sub-agreement No. 8, Cumberland Island HSPG (D48-661)
CA 5000-5-8094, Amendment #1 to Sub-agreement No. 7, Generic HSPG (D48-655)

Dear Ali,

The process to reformat the specifications is going more slowly than anticipated. In the two weeks since I last wrote you about this project we have completed the reformat of only 36 specifications rather than the 50 that we had first projected. They all still need one final edit, by me, before the final specification can be printed. At this rate it will be a month before all 124 Cumberland Island specifications are complete. I will talk to John about getting another person to do data entry so that we can shorten the delivery time. At any rate, on September 1, I will send to you what we have completed. By that time we should have about forty specifications complete.

If you have any questions, please do not hesitate to call.

Sincerely,

Bethanie C. Grashof
Architect

bcg\SERO\MIRI.824
October 23, 1992

Ali Miri, Historical Architect
Historic Architecture Division
Southeast Regional Office
National Park Service
75 Spring Street
Atlanta, Georgia 30303

RE: Monthly Progress Report for:
   CA 5000-5-8094, Sub-agreement No. 8, Cumberland Island HSPG (D48-661)
   CA 5000-5-8094, Amendment #1 to Sub-agreement No. 7, Generic HSPG (D48-655)

Dear Ali,

Finally we are making progress. All of the Cumberland Island specifications have been put into the final format. Of these 124, 100 have had their first of two technical reviews. We have two typists working on this project so once each review is completed the required data entry goes quickly. The second technical review is for final clean-up and coordination of any graphics which might be applicable.

As you and I have discussed over the phone, we will need a no-cost extension to Sub-agreement No. 7, CA 5000-5-8094 (D48-655), to end in March 1993, as does Sub-agreement No. 8.

If you have any questions, please do not hesitate to call.

Sincerely,

Bethanie C. Grashof
Architect

bcg\SERO\MIRI10.23
November 16, 1992

Ali Miri, Historical Architect  
Historic Architecture Division  
Southeast Regional Office  
National Park Service  
75 Spring Street  
Atlanta, Georgia 30303

RE: Monthly Progress Report for:  
CA 5000-5-8094, Sub-agreement No. 8, Cumberland Island HSPG (D48-661)  
CA 5000-5-8094, Amendment #1 to Sub-agreement No. 7, Generic HSPG (D48-655)

Dear Ali,

After reviewing nearly all of the work tasks for Cumberland Island a number of them have either been deleted or combined with other work tasks. There are now a total of 113 work tasks for Cumberland Island. Their status is as follows:

2 require additional work. They are essentially new tasks dealing with maintenance issues which were inappropriately located in another work task.

1 is on hold requiring additional review. It may be an obsolete technique.

23 are in first draft format, waiting for the first of three reviews.

8 are ready to be printed in final draft and given the second review.

64 are ready for the final review. This review is quite short -- just to make sure that all corrections have been made.

15 are ready to be printed in final and to pull together: copy, cut and paste all illustrations.

Our clerk typist will not be next week. At that time I will work on putting all of the Exterior Envelope work tasks (38 total) into final format for mailing to you shortly after Thanksgiving. A happy Thanksgiving to you and Carol.

Sincerely,

Bethanie C. Grashof  
Architect

bcg\SERO\MIRI11.16
February 2, 1993

Ali Miri, Historical Architect
Historic Architecture Division
Southeast Regional Office
National Park Service
75 Spring Street
Atlanta, Georgia 30303

RE: Final Historic Structure Preservation Guide - Cumberland Island
CA 5000-5-8094, Sub-agreement No. 8, Cumberland Island HSPG (D48-661)

Dear Ali,

This letter accompanies one of three boxes which contain the final Historic Structure Preservation Guide for Cumberland Island. The 102 individual work tasks are divided among two loose leaf notebooks. There are five copies of each notebook. Also enclosed is a box with both 5½" and 3½" disks which contain the electronic files for these 102 work tasks. We have followed the format given to you by WASO and which you passed on to us.

One issue which has never been decided is that of the graphics which accompany many of the work tasks. When we began this work, we were to include graphics from the various sources which would be used as guides to create original line drawings which would then be included in the final product. The creation of these line drawings was not, however, in the scope of this work. At some later point we were told to eliminate the graphics altogether, only to have them reappear as part of the final format. Because no final decision was ever made, the graphics included in this final are photocopies of pictures from the articles used for each specific task. No attempt has been made, however, to contact the publishers to get permission to use the graphics as this was not the original intent.

If you have any questions, please do not hesitate to call. I apologize for the lateness of this delivery.

Sincerely,

Bethanie C. Grashof
Architect

bcg\SERO\MIRI.202
June 24, 1993

Ali Miri, Historical Architect
Historic Architecture Division
Southeast Regional Office
National Park Service
75 Spring Street
Atlanta, Georgia 30303

RE: Monthly Progress Report for:
CA 5000-5-8094, Sub-agreement No. 8, Cumberland Island HSPG (D48-661)
CA 5000-5-8094, Amendment #1 to Sub-agreement No. 7, Generic HSPG (D48-655)

Dear Ali,

The remainder of the work tasks for the Generic HSPG have been completed and printed in final. There are a total of 67 additional task, making 169 final work tasks (including Cumberland Island). While I am on vacation next week Barbara will be having the five final copies made (of the remaining 67 tasks, as well as the tab pages and notebooks. As I recall, it took about a week for the tab pages to be made, and another week to put all of the notebooks together.

With all of the illustrations selected, I can now secure the necessary permissions from the various publishers for use of their graphics. Is there still the intent to produce line drawings based on the illustrations included in the various work tasks? This is what Billy and David had in mind. They were going to decide which illustrations to use, and where additional illustrations were needed, and proceed from there. It might make a difference to the various publishers if they knew the use of their graphics was only temporary.

If you have any questions, please do not hesitate to call.

Sincerely,

Bethanie C. Grashof
Architect

BCG|SERO\MIRI.624