

February 28, 2014

Thomas Wellock, PhD
Historian
Nuclear Regulatory Commission
11555 Rockville Pike
Rockville, MD 20852

Dear Dr. Wellock:

The Montgomery County Historical Society's Mary Kay Harper Center for Suburban Studies requests your important assistance. The Center's mission is to build an understanding of and support research on the suburbanization of Montgomery County, MD.

We are teaming with the University of Maryland College of Information Studies to prepare an online *Guide to Primary Sources on the Suburbanization of Montgomery County, MD*. This guide will be an important resource for students, citizens, organizations, local communities, and agencies regarding the suburbanization of Montgomery County, MD.

We invite you to complete the attached questionnaire. It was designed to collect information about primary sources on the suburbanization of Montgomery County, MD that is contained in local archives, collections, and/or records. Your organization was carefully selected and will be identified prominently in the guide as contributing information to the Guide. We will email you the draft Finding Aid that we prepare describing your organization for your review/revision before the guide is published.

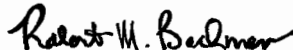
Our questionnaire is attached to this email. Please fill in your response to each question as fully as possible and email your completed questionnaire to tkuehhas@montgomeryhistory.org by **Friday, March 28, 2014**.

Please help us in preparing this important guide by answering the questionnaire as fully as possible and returning it to us via email. If you or your staff need to discuss the questionnaire, please contact Bob Bachman by phone at 301-503-5992 or by email at bobafpe@aol.com. He will be pleased to assist you.

Your participation is essential to the success of this important project. We sincerely thank you, in advance, for your generous assistance.



Thomas A. Kuehhas, MA
Executive Director
Montgomery County
Historical Society



Robert M. Bachman, MA
Chair, Steering Committee
Mary Kay Harper Center
for Suburban Studies



Michael J. Kurtz, PhD
Professor, College of
Information Studies
University of Maryland

c: E. Brenner, OPA; J. Flanagan, OIS; A. Vietti-Cook

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Montgomery County Historical Society
Mary Kay Harper Center for Suburban Studies
Guide to Primary Sources on the Suburbanization of Montgomery County, MD

QUESTIONNAIRE SENT TO SELECTED ORGANIZATIONS

Please type your responses to each question within the yellow box. The box will expand to accommodate any size answer. If you have questions about completing the questionnaire, please contact Bob Bachman at bobafpe@aol.com or 301-503-5992. Thank you.

1. What is the name, address, phone number, and web address of your organization? []
2. Briefly, what is your organization's history? []
3. Briefly, what is your organization's mission? []
4. Briefly, summarize the scope of your entire archive, collection, and/or set of records? []
5. Are there special archives, collections, sets of records, or focus within your overall archive, collection, and/or records? Check Yes or No. Yes ☐ No ☐. If **yes**, please indicate the title(s) of the special archives, collections, set of records and describe them: []
6. What days of the week and what hours each day are your archives/collections open to the public? []
7. What is the cost/charge to access your archives, collections, or set of records for adults, seniors, students, and/or active military? []
8. What is the charge per copy for copying materials in your archives, collections, or records? []
9. What is the name, title, and address/location of your archives, collections, or set of records that relate to the suburbanization of Montgomery County, MD? []
10. What is the date range of the materials your archives/collections/records related to the suburbanization of Montgomery County, MD? []
11. What is the name, title, email address and telephone number of the contact person for your archives, collections, or set of records that contain information related to the suburbanization of Montgomery County, MD? []
12. Describe the scope of your archives, collections, or set of records that contain information related to the suburbanization of Montgomery County, MD? []
13. Describe specifically what each archive, collection, or set of records that relates to the suburbanization of Montgomery County, MD contains? []
14. What are the formats of the information in your archives, collections, or set of records that relate to the suburbanization of Montgomery County, MD? (Please **check** all that apply): [] Paper, [] Digital, [] Maps, [] Photographs, [] Other. If Other, please describe: []
15. What in your archive, collection, or set of records do you believe will be of interest to persons studying suburbanization in general and/or studying the suburbanization of Montgomery County in particular? []

16. How are your archives, collections, or set of records related to the suburbanization of Montgomery County, MD organized for access? []
17. What kind of categories, guides, indices, or finding aids do your archives, collections, or set of records related to the suburbanization of Montgomery County, MD have that assist persons in finding information in your archives, collections, or set of records? []
18. Which suburbanization-related terms listed below describe the information contained in your archives, collections, or set of records?

Note: Please check as many terms as are needed to describe the range of information in your archives collections, and/or set of records. Please write in other terms not listed below that help clarify the materials in your archives, collections, or set of records.

- ☐ ☐ *Biographical Records (individuals instrumental in community development)*
- ☐ ☐ *Civic/Community Organizations*
- ☐ ☐ *Commercial Real Estate Development*
- ☐ ☐ *Corporate Records (businesses instrumental in suburban development)*
- ☐ ☐ *Education (public or private; elementary, middle and high school)*
- ☐ ☐ *Government (Federal/State/Local)*
- ☐ ☐ *Land Development / Infrastructure Development*
- ☐ ☐ *Maps/Atlas/Street Maps*
- ☐ ☐ *Political Organizations*
- ☐ ☐ *Residential Real Estate Development*
- ☐ ☐ *Transportation Please check the specific types of transportation systems below:*
- ☐ ☐ *Railroad*
- ☐ ☐ *Streetcar*
- ☐ ☐ *Automobile*
- ☐ ☐ *Mass Transit (bus)*
- ☐ ☐ *Mass Transit (light rail)*
- ☐ ☐ *Bike*
- ☐ ☐ *Zoning Ordinances*
- ☐ ☐ *Other suburbanization-related terms:* [] _____
- ☐ ☐ *Other suburbanization-related terms:* [] _____
- ☐ ☐ *Other suburbanization-related terms:* [] _____

NRCExecSec Resource

From: Bob Bachman <bobafpe@aol.com>
Sent: Friday, February 28, 2014 9:25 AM
To: Wellock, Thomas
Cc: Brenner, Eliot; Flanagan, James; NRCExecSec Resource; OPA.Resources@nrc.gov
Subject: Personal Invitation from the Montgomery County Historical Society
Attachments: Letter to Thomas Wellock, NRC.doc; Questionnaire for Guide to Suburbanization of Montgomery County, MD.doc

Dear Dr. Wellock:

On behalf of the Mary Kay Harper Center for Suburban Studies of the Montgomery County Historical Society, it is my pleasure to personally invite your organization to participate in the development of the first Guide to Primary Sources on the Suburbanization of Montgomery County, MD. All participating organizations will be prominently identified in press announcements and the published guide.

This guide will be an important resource for organizations and individuals interested in understanding and researching the industries, agencies, organizations, governments, companies, and individuals who have played and are playing a vital role in the suburbanization of Montgomery County, MD.

A personal letter and questionnaire is attached for you. The Montgomery County Historical Society asks to receive your completed questionnaire by Friday, March 28, 2014.

If you or members of your staff have questions about completing this questionnaire, please contact me at the email address or phone number listed below.

Thank you.

Bob

Robert M. Bachman
Member, Board of Directors, Montgomery County Historical Society
Chair, Mary Kay Harper Center for Suburban Studies Steering Committee
301-503-5992
bobafpe@aol.com