

**From:** Nelson, Chris (CHC) [<mailto:ChrisB.Nelson@state.sd.us>]  
**Sent:** Wednesday, December 03, 2014 10:11 AM  
**To:** Hanzel Sarah  
**Subject:** RE: Draft contract for West Boulevard Resurvey

Hey Sarah,  
Generally looks fine to me.

I want to check with Jen in our office on a few technical survey questions. She's been doing several county surveys, so I just have a few questions for her concerning exactly what we want to keep as far as hardcopy.

I think it's best to extend the current agreement to 15 Aug 2015 to spend the \$30,000. That gives us a cushion in case problems arise, especially with the database.

As far as next year's start date, 1 June is the hopeful guess, but that's completely dependent on Congress. I will ask Ted if we can pre-approve the \$21,000 award as to keep on a reasonable schedule, if the appropriations are delayed, at that time. This survey is a priority for our funding, so we'll try and hold to that schedule. And keep our fingers crossed that Congress acts.

I'm sure they're thinking of this, but just make sure you get good maps of potential increases/decreases included in the products. These are generally always in the survey report, but good maps go a long way in public meetings etc.

A survey report (which they are preparing) and a nomination boundary increase are two different things. They will only be providing the survey report. Tacking a proposed boundary amendment on to that would significantly increase the cost. If a significant boundary increase or content increase expanding the period of significance is recommended and the city wants to proceed with that, we'll have to look at funding that in another grant. I can do small decreases, but increasing a district is a lot of work – more so than we have time for. I've got a backlog of two years' worth of individual nominations on my desk right now. Let's wait and see how the survey turns out.

OK, Jen is out until Tues, but I'll check with her then. I'll also ask Ted about potential preapproval should appropriations drag.

Thanks,  
Chris

**From:** Hanzel Sarah [<mailto:Sarah.Hanzel@rcgov.org>]  
**Sent:** Tuesday, December 02, 2014 2:49 PM  
**To:** Nelson, Chris (CHC)  
**Subject:** Draft contract for West Boulevard Resurvey

Chris,

Attached is the draft contract for the next phases of the West Boulevard Resurvey. (Also attached the survey plan prepared by the consultant for reference if you need it). We'd appreciate your feedback so we can make adjustments prior to executing the contract. If you'd prefer to arrange for a conference call to go over it please let me know.

A few notes:

- Phase 2 and 3 are for the current \$30,000 in grant funding
- Phase 4 is for our next grant allotment. We will be applying for \$21,000 in the next grant cycle to complete the project.
- Currently, the due dates for Phase 2 & 3 are April 1 for Tasks 1-3 and May 22 for Tasks 4-5. In the Award of Allocation, SHPO identified that they would need a 30 day review window in order to approve the entries into the online database. (Elizabeth Rosin indicated that typically her firm will submit forms to SHPO to be reviewed in small batches as they are ready to help the process). Just wanted to point this out this detail of the project timeline.
- As to adjusting the grant end date: Following the May 22 deadline, the City would process all invoices through the City Council to be paid (taking approx. 4 weeks). Any remaining reimbursement requests related to the 2014-15 grant would then be sent to SHPO directly following that.

Questions going forward:

- What day/month are you anticipating for our grant ending date (and then also the start date for the next cycle?) If we need to adjust any dates in this contract to accommodate that timeline we can do that.
- The consultant did not indicate that an actual NR nomination would be produced as part of this process, just a survey report. Does SHPO write the nomination (or boundary increase/decrease) after reviewing the survey forms and report? Or, do we need to clarify with the consultant whether they will be writing the nomination.

Let me know if I can answer any questions. Thanks so much for your help!

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