



# CITY OF RAPID CITY

RAPID CITY, SOUTH DAKOTA 57701-5035

## Community Planning & Development Services

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## MEMORANDUM

TO: Legal and Finance Committee  
City Council

FROM: Kip Harrington, Transportation Planner

DATE: August 29, 2012

RE: Professional Service Agreement with Nore Winter/Winter & Company for the Design Handbook for the West Boulevard Historic District Project – Phase III for the Historic Preservation Commission in an amount not to exceed \$12,000.00

The Historic Preservation Commission is requesting approval of the contract with Nore Winter/Winter & Company for the Design Handbook for the West Boulevard Historic District Project – Phase III.

The Consultant will hold a public meeting to present the final Design Handbook for the West Boulevard Historic District and explain its use. This contract will be the third and final step in the process of developing a Design Handbook for the West Boulevard Historic District to provide assistance to property owners. Phase I and Phase II, the Design Guidelines Outline and draft Design Handbook for the West Boulevard Historic District, have been completed. This final phase of the project will result in the completion of the Design Handbook.

The Historic Preservation Commission received funding for this preservation project in the 2012-2013 Certified Local Government grant from the State Historic Preservation Office. The Historic Preservation Commission recommends the approval of the proposal from Nore Winter/Winter & Company to complete Phase III of the Design Handbook project.

**HISTORIC PRESERVATION COMMISSION RECOMMENDATION: Authorize the Mayor and Finance Officer to sign the contract between Nore Winter/Winter & Company and the City of Rapid City for the Design Handbook for the West Boulevard Historic District Project – Phase III for the Historic Preservation Commission in an amount not to exceed \$12,000.**



EQUAL OPPORTUNITY EMPLOYER