

Horton Patsy

From: Hanzel Sarah
Sent: Tuesday, January 28, 2014 9:06 AM
To: Horton Patsy
Subject: FW: RFP

Hi Patsy,

I just received this email from Chris with comments pertaining to the HPC RFP.

From: Nelson, Chris [<mailto:ChrisB.Nelson@state.sd.us>]
Sent: Tuesday, January 28, 2014 8:50 AM
To: Hanzel Sarah
Cc: JeanK (jeank@rap.midco.net)
Subject: RFP

Hi Sarah,

I've cc'd Jean K. We discussed this and I want everyone to be on the same page.

I'm sorry I just got to your RFP – I should have made time for it earlier. This RFP looks good, but it too large of scope for the money the commission has right now. We'd have to check the data in the survey database to see how complete/accurate it is, but a full survey like this would probably be bid anywhere from \$25,000 - \$50,000 by a consultant depending on how much new information is needed.

This resurvey is a great and needed project, and I want it to happen. I would encourage the commission to proceed in phases.

I believe your current budget is \$9,000. That can be phase one. Here are tasks I would recommend be completed in phase one:

1. Need to check/confirm which properties are in our survey database. Most should be in there and have records. Ones not in there will need to be created, so determine how many new records are needed.
2. For phase 1, we can create new records for anything missing without entering the yet-to-be-completed survey data – sort of place holder. A consultant could take a list of addresses in the district and cross-check that with database records.
3. Update the geographical and owner information for each record. A consultant can get a list from the register of deeds of current owners and update those records to get a jump start on the survey.
4. Update the geographical reference fields on the forms to also get a jumpstart on the survey. An example of this would be that the property is in the NW1/4 of NW1/4 of Section 21, Township 33, Range 44. There are fields for these in the forms and they go pretty quickly for entering because the properties are all in the same area.
5. The consultant would prepare a report for a product with 1) a survey plan, 2) cost analysis to complete survey, and 3) any recommendations to approach future phases.

I think this is a reasonable start for the money allocated. This would put the commission on the right track for the actual survey and update. The survey forms contain a lot of information, which is why they take time and cost more to do. But once they're on the GIS survey system, anybody can access and use them. You can bring them up on your phone in a meeting if needed. But that's also why we need the survey to be as complete.

Applications for the 2014-15 grant allocation will be coming to you in a few weeks. The commission can then apply for Phase 2. Once you complete Phase 1, we can look at the data and get a better estimate on Phase 2. Phase 2 will likely comprise the architectural survey.

This is not uncommon. Sioux Falls has done these resurveys over phases in multiple years. These large districts are just tougher to do.

You can follow your own city guidelines for proceeding on Phase 1. You can take it right out of what I detailed above if you like.

I can write a formal Intro, Background, and Project Description if you'd like.

OK, that's a lot of information to throw at you at once. I know I've been doing that a lot lately, but it does get easier. Resurvey of prominent districts like WB are a priority for the SHPO, so we will keep working with the city and make this one of our top funding priorities for the grants.

Thanks,
Chris

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