



AGENDA

HUTCHINSON LANDMARKS COMMISSION

Thursday, September 22, 2016 – 4:00 p.m.

City Council Chambers

125 East Avenue B, Hutchinson, Kansas

1. ROLL CALL

- | | | |
|---|---|----------------------------------|
| <input type="checkbox"/> Higgins (Vice Chair) | <input type="checkbox"/> Bartlett (Chair) | <input type="checkbox"/> Whetzel |
| <input type="checkbox"/> Wall | <input type="checkbox"/> Dawson | <input type="checkbox"/> Holmes |
| <input type="checkbox"/> Karam | | |

2. WELCOME BY CHAIRPERSON

3. APPROVAL OF MINUTES – Meeting of August 11, 2016

4. PROJECTS APPROVED ADMINISTRATIVELY – None.

5. PROJECTS APPROVED BY THE SHPO – None.

6. PROJECTS APPROVED BY THE CITY COUNCIL – None.

7. NEW BUSINESS

- a. Review draft Comprehensive Plan section on Regional Setting, Historic Preservation and Downtown.
- b. Update on the 2016 Historic Preservation Fund (HPF) Grant (See attached Request for Proposals)

8. OLD BUSINESS

- a. Continued inventory of Houston Whiteside Historic District properties.

9. OTHER BUSINESS

- a. CLG Training, September 28, 2016, in Abilene, Kansas.
- b. Kansas Preservation Conference, September 28-29, 2016, in Abilene, Kansas.
- c. Open comments from the audience. (Please limit comments to five minutes.)

10. ADJOURNMENT

Staff Contacts:	Jana McCarron	620-694-2681	Casey Jones	620-694-2667
	Amy Denker	620-694-2638	Stephanie Stewart	620-694-2617
	Aaron Barlow	620-259-4198	Charlene Mosier	620-694-2635

Note: Persons needing special accommodations should contact Meryl Dye, Assistant City Manager, at 620-694-2608 or 7-1-1 TDD Kansas Relay at least 48 hours prior to the meeting.

Item 3

MINUTES

HUTCHINSON LANDMARKS COMMISSION

City of Hutchinson

Thursday, August 11, 2016 – 4:00 p.m.
City Council Conference Room
125 E. Avenue B, Hutchinson, Kansas

1. Roll Call

Members present: Jo Higgins, Shannon Whetzel, Chelsey Dawson and Greg Holmes. Tony Karam, Wes Bartlett and Gale Wall were absent.

Staff present: Jana McCarron, Planning Director; Casey Jones, Senior Planner; and Stephanie Stewart, Planning Technician.

2. **Welcome by Chairperson** – Jo Higgins, Vice Chair, conducted the meeting.

3. Approval of Minutes

Holmes motioned to approve the July 14, 2016, minutes. Dawson seconded, and it was passed unanimously.

4. Projects Approved Administratively:

Project #	Address	Description	Local Landmark	District and Contributing Status
16-LM-08	612 E Avenue A	Re-roof: Overlay with asphalt shingles of the same type and color as existing	Yes; Listed 2/20/1990; Resolution No. 2551; Filed in Bk. 224, Pg. 120 (5).	Wiley House, Houston Whiteside National Register District (C)
16-LM-10	608 E Sherman Ave	Re-roof: Replace existing asphalt composition shingles on house with same type and different color of shingles.	Not Listed	Holiday House, Houston Whiteside National Register District (C)
16-LM-11	605 E 1 st Ave	Re-roof: Replace existing asphalt composition shingles on house with 3-tab asphalt composition shingles	Not Listed	Houston Whiteside National Register District (C)

Jones went over the projects.

5. Projects Approved by the SHPO:

Project #	Address	Description	Local Landmark	District and Contributing Status
16-LM-09	208 N. Main St.	Pegues Building remodel project – State Law Review completed 7/8/2016.	Not Listed	Pegues Department Store, Downtown Core North National Register District (C)

The Commission asked whether changes would be made to the façade. Jones explained that the entry doors will be modified but the façade will remain. The owner's consultant, Brenda Spencer, determined that the façade is a character-defining feature from the 1940's, which is the building's period of historic significance.

6. **Projects Approved by the City Council:** None.

7. New Business

a. Welcome Shannon Whetzel.

Shannon Whetzel introduced herself stating she is originally from Missouri and has worked in Arkansas. She is a certified historian, and works for the Cosmosphere. She is excited to be here and part of the Landmarks Commission.

8. Old Business

a. Inventory of Houston Whiteside Historic District properties

The commission reviewed current photographs of the listed properties on the South side of East 1st Avenue.

The property at 545 E 1st has been demolished and is no longer “contributing”.

The commission recommended that the status of 635 E 1st be changed from “contributing” to “non-contributing” due to asbestos siding and a non-original porch.

The commission recommended that the status of 701 E 1st be changed from “contributing” to “non-contributing” and discussed whether the little houses across from the Sugar Mill should be removed from the Registry.

Discussion ensued over the possibility of installing sign toppers at the intersection of Avenue A and Plum Street, and options for the Houston Whiteside Park.

b. Historic Preservation Month – May 2017

McCarron stated that we did not hold a preservation month this year due to staffing constraints, and with the addition with Aaron Barlow we will plan for a preservation month next May. Holmes suggested tying it with third Thursday.

9. Other Business

a. Open comments from the audience.

Jones handed out a flyer for the Kansas Preservation Conference scheduled for September 28th and 29th, 2016, in Abilene, Kansas. Dawson asked if the state would offer a scholarship to help with the cost for members to go. Staff will look into that.

b. 2016 Historic Preservation Action Plan Status Update. (currently under review)

McCarron stated that we hired the Preservation Planner, and approximately 10 to 15 weekly hours of his time is for preservation and he is reviewing the plan. Discussion ensued over how to invite property owners to register their properties on the Local Historic Register.

c. Comprehensive Plan Survey

McCarron stated that the kick-off meeting went well and encouraged all to fill out the survey. It can be found at Hutchplan.com

10. Adjournment – The meeting adjourned at 5:00 p.m.

Respectfully submitted,
Stephanie Stewart, Planning Technician

Approved this _____ day of _____, 2016.

Attest: _____

Item 7.a.

Draft Comprehensive Plan Section for Review and Discussion

1.1 Regional Setting, Historic Preservation & Downtown

This section includes background on Hutchinson’s regional setting and a discussion of the status of the community’s historic preservation program and Downtown revitalization efforts.

REGIONAL SETTING

[Insert Photos: Salt Mines, Convention Hall, State Fair, Grain Elevators, Railroad]

Hutchinson is a city of the first class in South Central Kansas. Located 50 miles northwest of Wichita and 200 miles southwest of Kansas City, Hutchinson is the 11th largest City in Kansas and is home to 42,080 residents (2010 Census). Hutchinson is located on the Arkansas River in the northeastern part of Reno County. Hutchinson comprises approximately two-thirds of the county population.

In 1871, Clinton Carter Hutchinson made a deal with the Atchison, Topeka and Santa Fe Railroad to route a rail line through the area that would soon become Hutchinson, and he founded the city near the location where the rail line crossed the Arkansas River. In 1872, Reno County was incorporated by an act of the state legislature, and Hutchinson became the county seat. (Source: Baker and Smith, 2004, *The Hutchinson Spirit*)

Hutchinson is known as the “The Salt City” for its underground salt deposits and expansive salt mines. The discovery of salt near Hutchinson in 1887 engendered the local salt industry and gave rise to the first salt processing plants west of the Mississippi River (Baker and Smith, 2004). Hutchinson salt companies still active today include the Hutchinson Salt Company, Cargill and Morton Salt.

Hutchinson has a rich agricultural heritage and a strong connection to the agricultural economy. With its location at the intersection of three railroads, the city became a hub of the wheat market in the early 1900’s. The Hutchinson Board of Trade, which was established in 1912, helped to make Hutchinson an important center for commerce in Kansas. (Baker and Smith, 2004)

Hutchinson boasts a variety of amenities, including the Historic Fox Theatre, Strataca and the Cosmosphere International SciEd Center and Space Museum. Hutchinson has been the home of the Kansas State Fair since 1913 and the National Junior College Athletic Association (NJCAA) Men’s Basketball Tournament since 1949.

The first Dillons food store was established in Hutchinson in 1913, and Dillons Stores were bought by the Kroger Corporation in the 1980’s. Today, Hutchinson is the headquarters for Kroger Accounting Services.

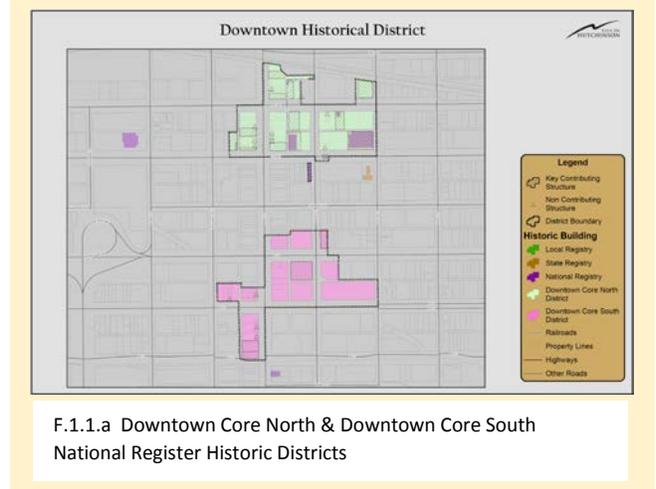
The City is a great location for golfing in Kansas. The Carey Park Golf Course is a city-owned and operated golf course in Hutchinson. Other nearby golf courses include Prairie Dunes Country Club, Cottonwood Hills, Crazy Horse Sports Club and Golf Course and The Links at Pretty Prairie.

HISTORIC PRESERVATION

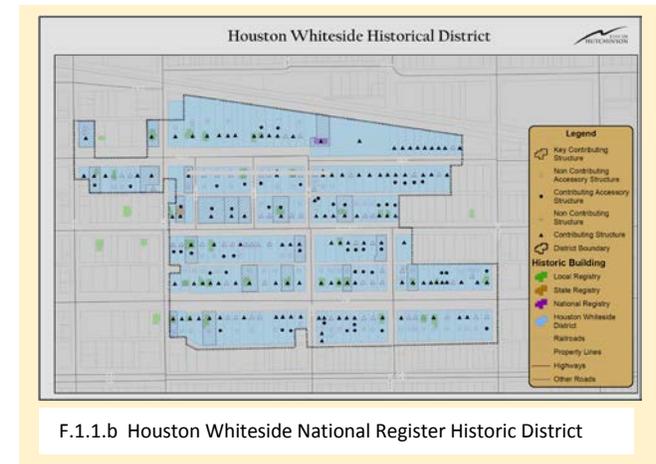
Vision: Hutchinson takes pride in its history and culture. Hutchinson’s historic buildings are an attractive showcase and bring economic value to the community. The community highlights and protects its past and preserves irreplaceable buildings for the benefit of current and future residents.

[Insert Photos: Fox Theatre, Wiley Plaza, Oppenheimer Building, Greg Payton Building, Smith’s Market]

Since 1985, when the City began to establish a preservation program, the City has formally supported the preservation of its historic buildings, particularly those in the downtown area. Hutchinson has more than 300 properties designated on the national, state and local historic registers. Downtown Hutchinson has unique examples of architecture from various time periods dating from the 1880's through the 1960's. In 2004, the City supported the establishment of two National Register Historic Districts in the north and south sections of Downtown. The historic designation has allowed property owners to take advantage of federal and state tax credits for rehabilitation projects. See F.1.1.a & F.1.1.b.



F.1.1.a Downtown Core North & Downtown Core South National Register Historic Districts



F.1.1.b Houston Whiteside National Register Historic District

Goals, Issues, Strategies & Performance Measures

Goal	Performance Measure
G.1.1.a. Historic buildings and properties are maintained, rehabilitated and protected from deterioration and loss.	<ul style="list-style-type: none"> • Fewer property maintenance complaints. • More properties are listed on the National, State, or Local Register. • The value of historic properties and nearby properties increases.
G.1.1.b. Historic projects are completed according to the <i>Secretary of the Interior's Standards for Rehabilitation</i> .	<ul style="list-style-type: none"> • Fewer appeals of Landmarks Commission determinations. • More properties in the historic districts become "contributing."

Issues and Strategies

Public and private sector support for historic preservation in Hutchinson has diminished over the years since the first preservation ordinance was adopted in 1987. Since 2010, the City's budget for preservation programs and staffing has been funded at lower levels than in the past. In the past, community members established the Friends of Preservation organization, which was once an active and dynamic group in the

community, but since it dissolved in 2005 there has not been organized public support for preservation. In recent years, a greater number of property owners have resisted preservation requirements that protect the character of their historic buildings, and few seem interested in historic tax credits that would make their projects more affordable. Some property owners often lack awareness of tax incentives that are available to assist with rehabilitation.

From 2013 through 2015, the City processed seven appeals of Landmarks Commission decisions, including two demolitions, which were ultimately granted by the City Council. Throughout the appeals, property owners expressed a lack of understanding of, and regard for, preservation, and an unwillingness to modify projects to make them compliant with the *Secretary of the Interior's Standards for Rehabilitation*.

However, recent survey results indicate that the general public is supportive of preservation. According to the recent Comprehensive Plan Community Survey, when asked if "preserving the City's historic commercial buildings is very important," 30.87 percent of respondents indicated they "strongly agree" and 44.18 percent indicated they "agree." When asked if "preserving the City's historic houses is very important," 24.81 percent indicated they "strongly agree" and 37.96 percent indicated they "agree." (These survey results are current as of 8/27/2016.) Based on the survey responses and some of the City's recent experiences with owners of historic buildings, it seems that while the general public may support preservation, those who actually own historic buildings may not hold the same level of support for it.

The *2016 Historic Preservation Action Plan* was adopted to promote and protect historic resources in the City. The Action Plan identifies four strategies to address issues the City has faced with regard to preservation:

- 1) Minimize the impacts of deteriorating housing stock on the ability to perform historic rehabilitation / preservation.
- 2) Accurately reflect the status of historically-designated properties and extent of historic districts.
- 3) Educate real estate brokers and current and new residents about historic district requirements and the responsibilities of owning historic properties.
- 4) Raise citizen awareness about historic properties and the ramifications of performing work without permits and historic review, and enhance the ability of the City Council to review appeals.

Specific actions to address the above issues are outlined in the *2016 Historic Preservation Action Plan*.

Strategies

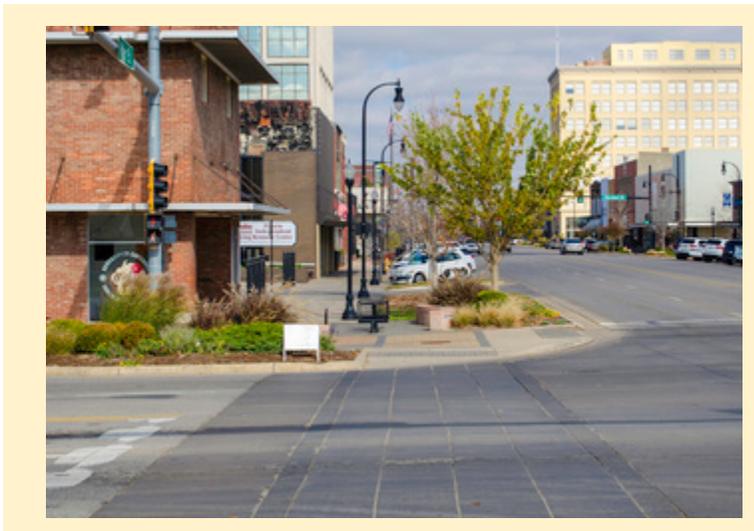
- S.1.1.a.1. Implement and make periodic updates to the *City of Hutchinson Historic Preservation Action Plan*.**
- S.1.1.a.2 Explore the possibility of providing funding in the City's budget annually for preservation consultation services.**
- S.1.1.a.3 Conduct a long-range preservation plan that protects historic buildings and addresses maintenance of historic buildings.**
- S.1.1.a.4 Explore the possibility of updating the Downtown Design Guidelines.**

DOWNTOWN

Vision: *Downtown Hutchinson is vibrant and active during the day and evening and is the entertainment and specialty retail focus for the City.*

Based on the community survey, the community desires to have a downtown that is appealing, inviting, and walkable, with activities, events, shopping and nightlife. The community desires a mixed use downtown that offers specialty retail, entertainment, high quality market rate housing, “next generation” jobs and live/work spaces.

Downtown Hutchinson is the most important district in the city and is a defining feature of the community. Hutchinson’s wide Main Street is lined with many well-maintained historic buildings containing interesting family-owned shops and restaurants. Downtown Hutchinson has been a community priority for years, and continued efforts to improve and invest public and private dollars Downtown has brought pride to Hutchinson residents and businesses.



In the last decade, the City has invested in streetscape improvements and public art and has increased the number of activities and events held Downtown. The Reno County Farmer’s market opens for business twice each week and draws people to Downtown. To support downtown businesses and events, the City has constructed parking lots and provided a no-interest loan to construct a parking garage for the recently renovated Wiley Plaza. Downtown’s appearance has improved as building owners have removed unsightly facades

and rehabilitated their buildings. Vacant and underutilized buildings, such as the Wiley Plaza and the Pegues Department Store, have undergone renovations for new and viable uses, including downtown residential living. Downtown Hutchinson has locally owned, unique retail shops, such as Apron Strings, Renu and Tesori Boutique and restaurants such as Jillian’s, Carl’s and the Anchor Inn. Downtown also has several entertainment and arts venues, including the Historic Fox Theatre, Family and Children’s Theatre, Stage 9, and the Hutchinson Art Center.

In the past, many Downtown buildings had fallen into disrepair and, with the construction of the mall in 1984, the Downtown area experienced an increase in vacancies. Around this time, support for the

preservation and protection of Main Street grew, and Hutchinson became one of the eight original cities to participate in the Kansas Main Street program (now non-operational). In 1985, the City established an advisory board, which is known today as the Downtown Hutchinson Revitalization Partnership, and hired its first Downtown Development Director. The Director acts as a facilitator, coordinator, and consultant for business development in the downtown area. The establishment of this position has helped to generate noticeable and meaningful physical improvements to Downtown and has assisted many individuals to start up their small businesses Downtown. The City has assisted property owners in obtaining low-interest business loans and façade improvement grants to make upgrades and renovations to their buildings. (Need to confirm this with Jim Seitnater)



Today landscaped bulb-outs, planters, patterned pavers, decorative fences and streetlights, benches, statues, and public art can be found throughout Downtown Hutchinson as several phases of streetscape improvements have been completed. The next corridor planned for streetscape improvements is both sides of Main Street from 3rd Avenue to 7th Avenue. Additional areas for potential streetscape improvements include Main Street from Avenue C south toward Carey Park, and Walnut Street and Washington Street.

Goals, Issues, Strategies & Performance Measures

Goal	Performance Measure
G.1.1.c. Downtown Hutchinson has high-quality, market rate, residential development, is walkable and appealing and has mixed uses.	<ul style="list-style-type: none"> • Increase in market rate residential units • Linear feet of streetscape improvements • Vacancy rate declines • Number of mixed use structures increases
G.1.1.d. Downtown is the City’s entertainment core and offers events, plays, movies, festivals and other activities year-round.	<ul style="list-style-type: none"> • Number of events & festivals • Annual attendance numbers
G.1.1.e. Downtown provides a variety of next generation job opportunities.	<ul style="list-style-type: none"> • Number of next gen jobs located Downtown

Issues and Strategies

Cost of code compliance. Building owners and business owners often speak about how expensive it is to renovate older downtown buildings and that historic preservation and building code requirements often escalate costs beyond what a small business or start-up business can reasonably afford. **The age and condition of historic structures makes renovation to be compliant with current codes difficult.**

Zoning and building codes may be too stringent. Every time a building or business changes owners, whether or not the use changes, the City requires an inspection of the property and an occupancy permit. This can prompt expensive changes to the building or equipment that the owner may not have taken into account.

Business owners may not understand the City’s development review process and may lack awareness of programs available to assist with renovation. In some cases, property owners have begun remodeling projects without obtaining a building permit or, after obtaining a permit, have made changes contrary to the approved construction plans without first seeking the City’s approval for compliance with building codes. The City has improved its development review process and has made brochures available to businesses to explain the process.

Downtown Hutchinson needs a more cohesive urban design plan. Downtown has competing venues, activities and events that often seem scattered and disconnected from each other. There is no prime, central, “go to” place for outdoor public events, such as concerts and festivals. There are several small venues, including Avenue A Park (with a gazebo), George Pyle Park (with a gazebo), and DCI Park (with a gazebo). While Avenue A Park is well-situated near restaurants and shops and is a hub of activity on Third Thursdays, it does not currently lend itself to large audiences or food trucks. The Reno County Farmers Market has a large shade structure that is sometimes used as a gathering space, but it is disconnected from the rest of Downtown, and there is little activity happening around it. The Hutchinson Art Festival has not been held Downtown in several years.

Need for next generation jobs. The younger generation seeks jobs in the high-tech field rather than in traditional manufacturing. If Hutchinson is to provide jobs for the next generation, some synergy needs to be created. Downtown could be the ideal location for next generation jobs.

Strategies

- S.1.1.c.1. Research adoption of the “international existing building code” to remove barriers to reuse of existing Downtown buildings.**
- S.1.1.c.2. Revise zoning regulations to broaden the uses allowed in the Downtown District. Remove unnecessary requirements, such as conditional use permits for certain uses, which delay approvals.**
- S.1.1.c.3. Establish a retail incubator Downtown.**
- S.1.1.c.4. Explore new incentives to encourage more residential living spaces Downtown.**
- S.1.1.d.1. Create and promote a Do It Downtown campaign including a calendar that widely publicizes Downtown events.**
- S.1.1.d.2. Encourage Downtown shops to shift operating hours to extend to 7 PM to allow for shopping past the normal office business day.**
- S.1.1.e.1. Explore incentives for attracting Next Gen jobs to Downtown.**



Item 7.b.
(For Information Only)

Historic Preservation Cost Comparison Tool
Historic Preservation Fund Grant

REQUEST FOR PROPOSALS #16-163

City of Hutchinson Project Manager:

Casey Jones, Senior Planner

620.294.2667

CaseyJ@Hutchgov.com

Submission Deadline: October 31, 2016 @ 4 PM

The City of Hutchinson, Kansas, is requesting written proposals from qualified professionals with strong experience in developing architectural and construction cost estimates, as well as experience in historic preservation, to develop a **Historic Preservation Cost Comparison Tool**. The interactive tool will be used to compare the costs of renovation projects that comply with the *Secretary of the Interior's Standards for Rehabilitation* (SOI Standards) with those that use modern materials.

Community Context

Located 50 miles northwest of Wichita and 200 miles southwest of Kansas City, Hutchinson is the 11th largest City in Kansas and is home to 42,080 residents (2010 Census). Known as "Hutch" or "Salt City", the City has a variety of amenities, including the Kansas Cosmosphere and Space Center and Strataca (salt museum). Hutchinson is the county seat of Reno County and is located on the Arkansas River. The City is home to the Kansas State Fair and the National Junior College Athletic Association (NJCAA) Men's Basketball Tournament. Situated in the heart of the nation's breadbasket, Hutchinson has a rich agricultural heritage and is the largest City in Kansas west of Wichita.

Historic Districts & Listed Properties

The City of Hutchinson has three state and national register historic districts: Downtown Core North, Downtown Core South and Houston Whiteside. The downtown districts are primarily commercial in nature, the Houston Whiteside district is residential. There are numerous other properties that are either individually listed on the state and national register or are local landmarks. A comprehensive list of historic properties on the National and State Registers can be found at: <http://www.kshs.org/p/register-database/14638>.

Background

In recent years, the City has experienced unwillingness on the part of some property owners to maintain and repair their properties in accordance with the SOI Standards. Property owners in the Houston Whiteside District have claimed that historic preservation is not economical and that repair or replacement with historically correct materials, such as wood siding and wood windows, is far more expensive than replacement with modern materials, such as vinyl siding and vinyl windows. These property owners have not provided the City with accurate estimates of the cost to repair their historical properties. When asked to provide cost estimates, property owners have told us they cannot find a local design professional with expertise in preservation who is willing to assist them, and that it is not cost effective to hire someone to prepare an estimate. Property owners often provide inadequate estimates, if they provide any at all.



Historic Preservation Cost Comparison Tool

Historic Preservation Fund Grant

The Hutchinson Landmarks Commission is tasked with historic review of proposed projects (other than those that are minor in scale) and performs this review on behalf the State, as the City is a Certified Local Government (CLG). Because listed properties must comply with the SOI Standards, the Landmarks Commission has had to deny several recent proposals based upon the use of modern materials. These denials are then appealed to City Council. In the absence of reliable cost estimates, it is difficult for City Council, the Landmarks Commission and staff to determine the most economical option and to weigh the actual costs of alternative projects.

Scope of Services

The City is seeking proposals from qualified applicants to develop a Historic Preservation Cost Comparison Tool. The tool will be designed in a spreadsheet format that can be electronically reproduced and used by anyone with access to a computer. The tool will be made available free of charge to the public and will be posted on the City’s website. Proposers should include the cost of an update to the tool to occur six months following tool launch or, preferably, an update mechanism can be included in the tool design.

At a minimum, the tool should be designed to estimate the costs of frequently proposed exterior projects for residential properties, including but not limited to:

✓	Roof repair / Re-roofing
✓	Siding maintenance / Re-siding
✓	Window repair / replacement
✓	Porch repair / replacement
✓	Soffit repair / replacement
✓	Masonry repair / replacement
✓	Ornamental feature repair / replacement

Proposers should include a Bid Alternate that includes development of a cost comparison tool for commercial properties. This tool would look at such key items such as facades, parapets, columns and interior characteristic features.

A sample cost comparison tool is included below:

SAMPLE HISTORIC PRESERVATION COST COMPARISON TOOL									
		Repair existing window	Lifespan Cost Per Year	Replace with Wood	Lifespan Cost Per Year	Replace with Steel	Lifespan Cost Per Year	Replace with Vinyl	Lifespan Cost Per Year
		(3.5 hours labor*25/hr per square foot)	(50-year lifespan)	Avg = \$120/sq ft	(50-year lifespan)	Avg = \$85/sq ft	(30-year lifespan)	Avg = \$75/sq ft	(15-year lifespan)
	Enter Value:	\$ 506.92	\$ 10.14	\$ 695.21	\$ 13.90	\$ 492.44	\$ 16.41	\$ 434.51	\$ 28.97
Window Height (Inches)	35.5								
Window Width (Inches)	23.5								
Window Condition	Fair								
Window Type	Double-Hung							834.25 square inches	
Window Panels	1 over 1							5.793 square feet	

The consultant will be responsible for researching the costs of typical projects on historic properties involving the repair or replacement of materials, particularly on historic homes. The consultant will research typical costs in Kansas and the surrounding region for projects including but not limited to: repair or replacement of siding, windows and window components, roofing, soffit and fascia, entry doors, flooring, steps, railings and other common projects.

Budget

The City has received Historic Preservation Fund (HPF) grant funding from the Kansas Historical Society for the project. Local funds will also be included as match, for a total project budget of \$11,500. While all proposals will be considered, preference will be given to those proposals which are at or below the projected budget.

Project Timeline

Following is the draft schedule for the **Historic Preservation Cost Comparison Tool** project:

⇒	RFP Proposal Deadline	October 31, 2016
⇒	First Review of Proposals (Staff)	November 3, 2016
⇒	Selection of Consultant (Staff)	November 7, 2016
⇒	City Council Bid Award	November 15, 2016
⇒	Staff/Consultant Meeting for Project Setup	November 2016
⇒	Draft Template	March 15, 2017
⇒	Final Template	March 30, 2017
⇒	Template Posted on Website (Staff)	April 7, 2017
⇒	Template Update #1	October 1, 2017

Proposers shall demonstrate an understanding of the proposed schedule and show evidence of sufficient staffing and resources to accommodate the proposed timeline. Minor adjustments may be made if needed.

Deliverables

This RFP includes the following deliverables:

- Interactive Historic Preservation Cost Comparison Tool
 - Formats may include an Excel Document, a Google Form or any format that best facilitates ease of use for historic property owners.

Professional Requirements

The successful proposer must be a qualified historic preservation professional who meets the SOI professional standards. Proposers should have relevant experience in historic preservation, historic restoration and architecture. The consultant must demonstrate a knowledge of the SOI Standards, Kansas historic preservation statutes and the City of Hutchinson’s preservation ordinance.



Historic Preservation Cost Comparison Tool Historic Preservation Fund Grant

RFP Submittal Requirements

Responses to this RFP shall include the following information in the order listed:

1. Cover Letter
2. Written Proposal (maximum of 5 pages)
3. Project Team (including description of duties)
4. Project Team Resumes
5. Proposed Budget
6. Understanding of Timeline (including modifications, if requested)
7. Work Samples (total of 3)
8. List of References (total of 3)

Proposer shall submit a single PDF file of the above-listed items via email to:

Mr. Casey Jones, AICP, CFM, Senior Planner
CaseyJ@Hutchgov.com
620-694-2667

The submittal deadline is: October 31, 2016 at 4 PM (CST). Late proposals will not be considered. A confirmation email will be sent to all proposers. If you do not receive a confirmation email, please contact Mr. Jones immediately.

Selection Criteria

Proposals will be reviewed and ranked based upon the following point system:

1. Understanding of Project (30 points)
2. Qualifications of Project Team (15 points)
3. Project Budget (10 points)
4. References/Previous Work (10 points)
5. Completeness of Proposal (10 points)

The highest-ranked consultants may be invited to participate in an interview.

Questions

Questions regarding this RFP may be submitted via email to Mr. Casey Jones, CaseyJ@Hutchgov.com. Please consult the City's website for a list of FAQs pertaining to this RFP.

Equal Opportunity Agreement

This publication has been financed in part with Federal funds from the National Park Service, a division of the United States Department of the Interior, and administered by the Kansas State Historical Society.



Historic Preservation Cost Comparison Tool Historic Preservation Fund Grant

The contents and opinions, however, do not necessarily reflect the view or policies of the United States Department of the Interior or the Kansas State Historical Society.

This program receives funds from the National Park Service. Regulations of the U.S. Department of the Interior strictly prohibit unlawful discrimination in departmental federally assisted programs on the basis of race, color, national origin, age or handicap. Any person who believes he or she has been discriminated against in any program, activity or facility operated by a recipient of federal assistance should write to: Director, Equal Opportunity Program, U.S. Department of the Interior, National Park Service, PO Box 37127, Washington, D.C. 20013-7127.

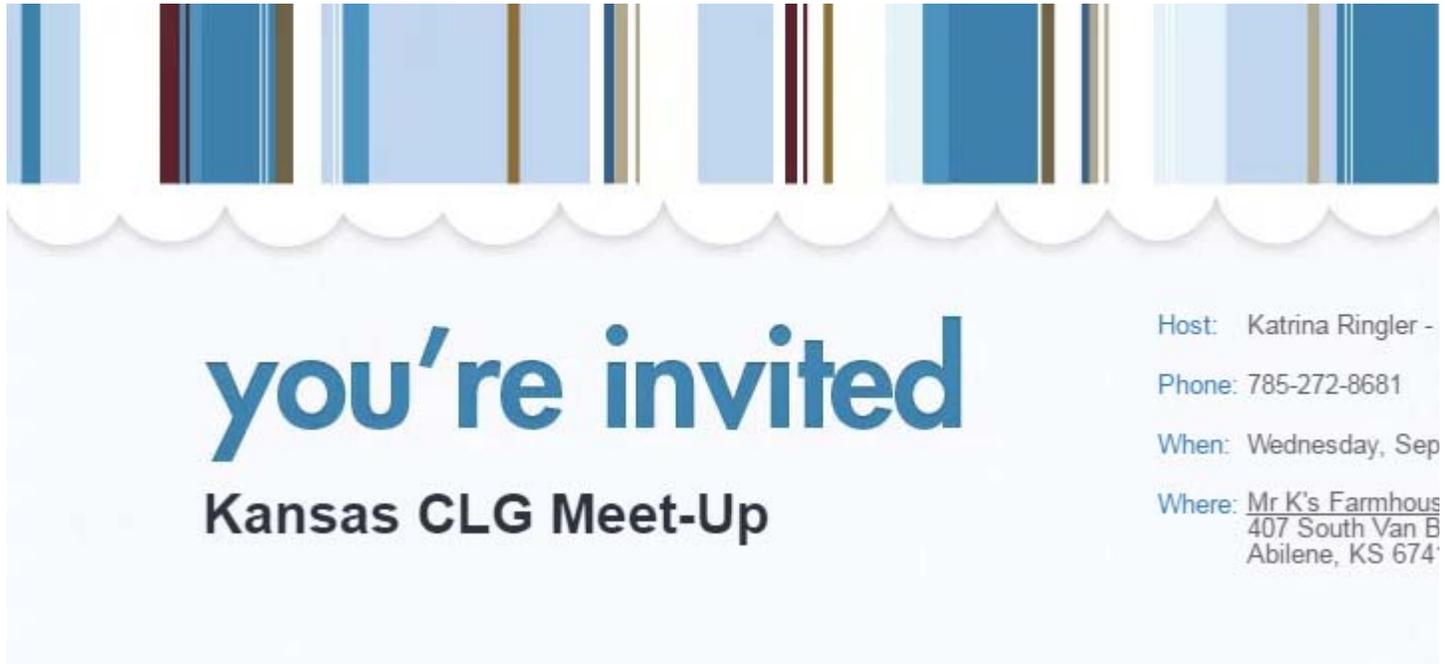
Conclusion

The City of Hutchinson reserves the right to refuse all proposals. All persons awarded and/or entering into contracts with the City of Hutchinson shall be subject to and required to comply with all applicable City, State and Federal provisions pertaining to non-discrimination, equal employment opportunity and affirmative action.

Item 9.a.
CLG Training Opportunity

Casey Jones

From: Katrina Ringler <kringler@kshs.org>
Sent: Tuesday, August 16, 2016 4:58 PM
To: Katrina Ringler
Subject: Kansas CLG Meet-Up - Wednesday, September 28th before the conference in Abilene



Click here for the evite - <http://evite.me/hVZvTsc5uu>
Please RSVP by September 16th

Join your fellow Kansas CLG staff and commission members for lunch at Mr. K's Restaurant in Abilene. This lunch-n-learn before the 2016 Kansas Preservation Conference will include a quick refresher on the requirements of the CLG program, information about the upcoming Historic Preservation Fund grant round, and a follow up from those who attended the 2016 FORUM in Mobile, AL.

Lunch will include a sandwich, soup, and salad along with soda, coffee, or tea and ice cream for dessert. **Cost is \$15.06 per meal (including tax).** Please pay the cashier at the restaurant. Checks and cash make the process faster.

Please share with all your preservation commissioners. I look forward to seeing you all there!

Katrina L. Ringler
Preservation Office Supervisor
Kansas State Historical Society
6425 SW 6th Ave., Topeka KS 66615-1099
785-272-8681 ext.215

Kansas Preservation Conference *The Preservation Trail*

Hosted by



Kansas Preservation Alliance, Inc.
preserving the past to enrich the future since 1979

September 28 & 29, 2016
Abilene, Kansas

Wednesday, September 28

Historic Preservation Tours

Eisenhower Museum & House
eisenhower.archives.gov

Trolley Tour of Abilene
www.abilenekansas.org

Events

Reception & Banquet (Eisenhower Center)

Keynote Address (Eisenhower Center)

Donovan Rypkema, Preservation Economist
The Preservation Trail

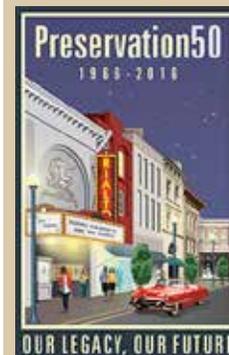
After-hours Networking (Three One One)



ROBERT B. DOCKING
STATE OFFICE BUILDING

“Do not go where the path may lead, go instead where there is no path and leave a trail.”

Ralph Waldo Emerson



2016 marks 50 years of the National Historic Preservation Act which Lyndon B. Johnson signed into law in 1966, helping to preserve parts of our history.

Thursday, September 29

Training Sessions at Abilene Civic Center

- Updates on Historic Preservation Issues in Kansas
- Opera Houses of Kansas
- Historic Structure Reports
- KPA Conference & Sponsors' Luncheon
- Historic Surveys
- The Preservation Trail
- Wrap Up & Interactive Q&A Session



Photo courtesy The New York Times

Donovan Rypkema

Donovan Rypkema is principal of PlaceEconomics, a Washington, D.C.-based real estate and economic development consulting firm. The firm specializes in services to public and nonprofit-sector clients who are dealing with downtown and neighborhood commercial district revitalization and the reuse of historic structures. Donovan's special fields of consultation include feasibility analyses for real estate development, training in community-based development, economic revitalization of downtowns and neighborhood commercial centers, and the rehabilitation of historic structures.

For conference registration and more information visit the KPA web site at kpalliance.org
Send questions to info@kpalliance.org