Rapid City Historic Preservation Commission
Historic Context Planning & Comprehensive Plan Update

Phase II

Preliminary Scope of Work for Historical Consulting Services
Cultural Landscape Survey Planning Phase
November 25, 2019
Overview

During the spring and summer of 2019, Vantage Point Historical Services, Inc. (VPHS) worked with the Rapid City Historic Preservation Commission (RCHPC) to begin updating the RCHPC’s core planning documents. The first phase of work focused on the revision of the Historic Context Report (1989) and Comprehensive Plan (1993; revised 2009). Under a separate agreement, VPHS also facilitated a strategic planning workshop with the RCHPC.

Phase I and the strategic planning session produced draft updates to the Historic Context Report and Comprehensive Plan, along with a draft Mission Document that summarizes the RCHPC’s priorities as it looks forward to another decade of work and service to the Rapid City community. To carry this work into its next phase by beginning a Cultural Landscapes Survey and conducting community outreach work, VPHS offers this proposal for services.

Phase II Scope of Work

A. Cultural Landscapes Survey Planning – Thematic Narrative & Representative Types

To support the RCHPC’s efforts to make its planning documents more inclusive and relevant to the changing needs of the Rapid City community, VPHS will work with a cultural resources management specialist at Ethnoscience, Inc., to develop the framework and design for a Cultural Landscapes Survey of Rapid City. (Completion of the survey itself would take place in the 2020-2021 fiscal year, and this work is not included in the scope of this proposal.)

The goal of the Cultural Landscapes Survey is to reassess the Rapid City landscape, identifying historically and culturally significant spaces, viewsheds, and resources. When complete, the findings of the Cultural Landscapes Survey would be integrated into the RCHPC’s Historic Context Report and Comprehensive Plan.

During Phase II, to design the framework for the Cultural Landscapes Survey, VPHS and Ethnoscience will begin by developing a Thematic Narrative to include a list of roughly five thematic categories (with no more than fifteen subcategories) to be addressed in each section of the Historic Context Report. These themes may include subjects like population and demographics, economic development and growth, government, civil society, etc. At the completion of this stage, VPHS will deliver the Thematic Narrative to the RCHPC for comments and review.

When the Thematic Narrative is complete, Ethnoscience will develop a list of representative buildings or landscapes in Rapid City associated with each theme and period of significance. When developing this list, VPHS and Ethnoscience will consult the following resources:

- SARC/SHPO record search (both archaeology and historic) for all resources within Rapid City limits. These results will be mapped and coded by site type/eligibility. A table of these results coded to the category list identified in the Thematic Narrative will also be created.
- Historic maps and aerrals of city (Sanborn, USGS, BLM GLO).
- City planning maps, ordinances, & plans (historic and present) provided by the RCHPC.
- Other primary sources as needed.

Together, the RCHPC and VPHS will review the prepared maps and list of properties and designate a draft list of one exemplary property for each type, category, period, and section. This list will created as an Excel spreadsheet and serve as the basis of the windshield survey and completion of the Cultural Landscapes Survey during Phase III. VPHS will deliver this finalized list to the RCHPC for comments and make final revisions based on the Commission’s feedback.

B. Facilitate Community Outreach Events

VPHS will facilitate a community outreach session in Rapid City and develop a strategy for sharing updates and information about the project and collecting community feedback. This session will review Phases I and II, the strategic planning session, and the 2019 outreach sessions to reintroduce this project to the Rapid City community.

VPHS will then introduce the updated RCHPC’s Historic Context Report, the Comprehensive Plan, and the Cultural Landscapes Survey maps and sites list to community members, showing how these documents differ from their predecessors and describing how they will empower the RCHPC’s work going forward. VPHS will make these documents available for public comment and take questions, suggestions, and comments on the draft planning documents and the Phase II Cultural Landscapes Survey deliverables. VPHS will integrate community comments into continuing work and final project deliverables.

Schedule of Deliverables and Payments

Vantage Point will invoice RCHPC for content deliverables on the schedule outlined below.

<table>
<thead>
<tr>
<th>Date</th>
<th>Description</th>
<th>Amount</th>
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<tbody>
<tr>
<td>12.15.2019</td>
<td>Begin Cultural Landscapes Survey planning</td>
<td>$4,200.00</td>
</tr>
<tr>
<td>2.15.2020</td>
<td>Deliver draft Thematic Narratives document</td>
<td>$4,200.00</td>
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<tr>
<td>3.31.2020</td>
<td>Deliver Exemplary Properties documentation and list of identified properties in Excel spreadsheet</td>
<td>$4,200.00</td>
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<tr>
<td>5.15.2020</td>
<td>Complete and document community outreach sessions</td>
<td>$3,834.91</td>
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Total $16,434.91

Expenses:

Vantage Point will also submit expense invoices for travel, books, copies, and printing in association with each fee invoice. The total for expenses will not exceed $1,500.00.
Terms & Conditions

Search Fees
To facilitate cost savings, the RCHPC shall provide access to the state’s site file data with the South Dakota State Historic Preservation Office and the South Dakota State Archaeological Research Center at no cost or perform necessary records searches itself. Record search fees are not included in this proposal.

Payment
Vantage Point will invoice for expenses and fees according to the schedule of deliverables and payments above. All invoices and payments will be made in U.S. dollars. Payment is due net 15 days.

Termination
The Rapid City Historic Preservation Commission may terminate this agreement at any time by providing written notice. In the event of termination, the Rapid City Historic Preservation Commission will pay all fees and expenses up to the time of termination.

The foregoing is accepted and agreed.

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<thead>
<tr>
<th>Vantage Point Historical Services, Inc.</th>
<th>City of Rapid City Long Range Planning Division</th>
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<tbody>
<tr>
<td>By:</td>
<td>By:</td>
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<tr>
<td>Name: Eric John Abrahamson</td>
<td>Name: Sarah Hanzel</td>
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<tr>
<td>Title: President</td>
<td>Title: Long Range Planner III</td>
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