Rapid City Historic Preservation Commission

Historic Context Planning & Comprehensive Plan Update

Phase III

Preliminary Scope of Work for Historical Consulting Services

July 23, 2020
Overview

In 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. Phase I of this project focused on the revision of the Historic Context Report (1989) and Comprehensive Plan (1993; revised 2009). Phase I also included a planning retreat that resulted in draft updates to the RCHPC’s mission statement and strategic plan. RCHPC also held two community outreach sessions to engage a diverse set of Rapid City’s residents and solicit their feedback on these revisions. To deepen this work, the Commission asked VPHS to undertake preliminary development of a modified Cultural Resource Inventory that would provide a broader framework for understanding sites and structures that have significant historical or cultural meaning to the community.¹ In Phase II of the work, VPHS drafted a thematic framework that describes Rapid City’s environmental setting and illuminates three major themes and various subthemes that give meaning and structure to the history of the community. Public feedback on these themes was provided in a workshop in June 2020. In this phase, the project team also identified representative property types (sites and structures) closely associated with the themes and subthemes in the framework and created various maps associated with the representative property types.

To finish the Cultural Resource Inventory, VPHS will develop a series of 10-12 topical essays that will help guide future planning and offer suggestions for future projects that the Commission and the community can undertake to further document sites, structures, and neighborhoods that contribute to the community’s sense of its history and identity. VPHS will also integrate the conclusions from Phases I, II, the strategic planning session, and community outreach meetings into the Historic Context Report and Comprehensive Plan and prepare and deliver the final, updated Historic Context Report and Comprehensive Plan. To accomplish these tasks, Vantage Point Historical Services, Inc. offers this proposal for services.

¹ Note: in the Phase II agreement this was referred to as a Cultural Landscapes Survey. As the project has evolved, it was recognized that the effort should more appropriately be described as a Cultural Resource Inventory.
Phase III Scope of Work

A. Complete Cultural Resource Inventory and Topical Essays
To complete the Cultural Resource Inventory begun during Phase II, VPHS will undertake a series of focused investigations associated with the landscape and built environment in Rapid City in the immediate postwar era (1946-1971). For each of these investigations, we will complete a windshield survey and deliver a summary concept statement, an exploratory essay, and references. VPHS will also suggest future projects that could be undertaken by community or neighborhood groups, churches or associations, students, or the Commission itself. The essays will highlight significant sites and structures that are at risk given patterns of neglect, disinvestment, or development. If appropriate, VPHS will offer suggestions for adaptive reuse of threatened properties and outline preliminary guidelines for historic review and context-based neighborhood redevelopment.

Digital photography from the public Right-of-Way will be used to illustrate concepts in these essays, along with reference maps. The survey will not seek to provide authoritative documentation on any specific property, but will provide important information to help residents understand the history of their neighborhoods and assist city planners and builders focused on context-based neighborhood in-fill development. Summary concept statements will be integrated into the updated Historic Context Report at the end of the phase. The exploratory essays will be written for a general audience and suitable for posting along with select images and maps on RCHPC’s website as resources for the community. A final list of 10-12 specific investigations will be developed with the Commission; preliminary proposed topics and subtopics include: Postwar Neighborhoods & Architecture: 1) The Ranch House, 2) Commercial Architecture, 3) Churches, 4) Schools; Landscapes & Memory: 5) Rapid Creek; 6) Skyline Wilderness & Dinosaur Hill; 7) M Hill and Hanson-Larsen Memorial Park; Diverse Rapid City: 8) Indigenous Presence, 9) Rapid City Indian School lands, 10) Other Communities of Color and Groups of Difference.

B. Conduct Community Workshops
Following the completion of the windshield survey and the development of the draft essays, VPHS will work with the RCHPC to host three online community workshops focused on selected
investigations from the Cultural Resource Inventory work. These workshops will allow community members with an interest in a specific topic area to do a deeper dive and provide an opportunity for the Commission to explore new strategies for community outreach. Feedback from these workshops will be shared with the Commission and integrated, as appropriate, into the Historic Context Report and Comprehensive Plan. In addition, VPHS will work with the Commission to host a final community workshop in the spring of 2021 to solicit additional community comments on the revised Historic Context Report and Comprehensive Plan.

C. Revise Historic Context Report
VPHS will consolidate feedback from the RCHPC and community outreach sessions and revise the introductory sections of the draft Historic Context Report. VPHS will incorporate the findings of the summary concept statements from the Cultural Resource Inventory into this revised document, along with illustrations, appendices, and content marked “TBD” in the Phase I draft document to complete the update to the RCHPC's Historic Context Report.

D. Revise Comprehensive Plan
VPHS will incorporate the goals and priorities outlined in the strategic planning Mission Document, along with feedback from the RCHPC and community outreach sessions, to revise the Comprehensive Plan. VPHS will add illustrations, appendices, and update content marked in sections marked “TBD” in the Phase I draft document to complete the update to the RCHPC’s Comprehensive Plan. In addition, VPHS will compile the core historical elements created for the project into a digital book (PDF format) on Rapid City's history suitable for a general audience. This book will be “print-ready” and suitable for delivery to a print-on-demand vendor (like Lulu.com) or a conventional book printer. (Actual printing of the book is not included in this scope.)

E. Final Review Meetings and Revisions
Following the community outreach sessions, VPHS will participate in a final meeting with the RCHPC to review public comments and take final, suggested revisions from the commissioners. VPHS will then make final adjustments and deliver the complete, updated Historic Context Report and Comprehensive Plan.
Summary of Fees & Schedule

Fees
Total fees for the project will not exceed $17,300. Vantage Point will invoice RCHPC for content deliverables on the schedule outlined below:

1. 8.15.2020 – Completion of kick off meeting and delivery of completed approved list of investigations and revised work plan for Cultural Resource Inventory. $5,000.00
2. 12.1.2020 – Delivery of draft investigation reports and completion of fall 2020 community workshops. $7,500.00
3. 5.1.2021 – Completion of winter community workshops and delivery of final, updated Historic Context Report and Comprehensive Plan and completion of spring 2021 community workshop. $3,800.00

TOTAL $16,300.00

Expenses:
Design costs for the “print-ready” book are estimated at $2,150 and will be invoiced by VPHS as a direct expense from the book designer. Along with the final project invoice, Vantage Point will also submit an expense invoice for any research materials not to exceed $250.00.
Terms & Conditions

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