

**South Dakota State Historical Society (SDSHS)**

**RFP #2233**

**Reconnaissance Level Architectural Survey of McPherson County, SD**

**CONSULTANTS' QUESTIONS**

**Q1: On Page 3 there is background information listed, but I think it might be for Edmunds County, not McPherson. Can you confirm the Census information for McPherson County?**

A1: Addendum to RFP #2233 – Reconnaissance Level Architectural Survey of McPherson County, SD:

1.0 General Information

1.1 Purpose of Request, fourth paragraph, last line, should properly read “According to the U.S. Census Bureau, 991 housing structures in **McPherson County** were constructed prior to 1969.”

**Q2: For the last 4-6 surveys, who have you hired and can you tell us what the fee has been for each of those counties?**

A2:

<b>County Survey Project</b>	<b>Consultant(s)</b>	<b>Amount</b>
Beadle County	Louis Berger Group	\$58,000
Miner, McCook, & Hanson	Pathfinder CRM	\$20,000
Hamlin County Part (Multi-phase due to unexpected circumstance)	The Midwestern Company/ The 106 Group Ltd./ Ciavarella Design	\$36,535.02
Sanborn and Jerauld	CHRS, Inc.	\$58,368.80
Tripp	Common Bond Preservation w/ Louis Berger Group	\$37,519.12
Edmunds	CHRS, Inc.	\$36,011.60

**Q3: What is the estimate of project funding?**

A3: The SHPO has elected not to disclose a specific budget for this project. However, you can refer to the previous six projects in the table above for general reference. Cost is just one of the many factors considered by SHPO in evaluating proposals per RFP item 6.1.

**Q4: Can the previous work sample be submitted electronically? Or do you require a hard copy?**

A4: SHPO recognizes that some sample products (per RFP 5.2.5) may be too cumbersome to print and send with the proposal. In such cases, please include a digital copy (on CD or Flash Drive) in your proposal envelope. Note this digital inclusion in the Sample Product section of your proposal. *Do not* send a digital copy of a sample product via email.

**Q5a: Clarify the type of site maps required for properties. The RFP states in Section 3.1.3.3 (mapping requirements) that page 3 of the survey form requires a site map. After referencing the survey manual the type of map is stated as a “simple map” for historic districts such as farmsteads, etc. Would you please elaborate on whether or not this needs to be on graph paper, or to scale, or just a simple sketch map to document the relationship of buildings to each other?**

A5a: A simple sketch map should be completed for each property surveyed. You can print and use page 3 of this survey form <http://history.sd.gov/Preservation/OtherServices/HSStructureSurveyForm.pdf> from the SHPO website. It is not to scale. It is just a simple sketch map showing the orientation, footprint, and roofline(s), of the building in relation to the adjacent street(s).

**Q5b: Also, is this required only for properties with multiple buildings such as a farmstead rather than just a house with a garage?**

A5b: A sketch map is required for each surveyed property. When a survey form is filled out for an individual property, make a sketch map for the individual property. When that individual property has an associated secondary structure identified in the survey form, sketch the secondary structure on the same form showing the relationship to the primary building. For a farmstead, though each building is recorded on its own survey form, all structures should be sketched on a single sketch map to illustrate the relationship between the buildings.

**Q6: As per the SD HRS manual, how extensive is the initial historic overview and bibliography submittal? What is the time frame for SHPO review of this submittal, 30 days since approval of the overview is required prior to fieldwork?**

A6: For this survey project, the pre-field research will help guide the consultant's decisions in the field (see RFP 3.1.1). An historic overview and bibliography need not be submitted to SHPO prior to commencing fieldwork. SHPO will review the context created from this research later in the draft survey report. For the anticipated draft report due date please refer to RFP 3.3.3.

**Q7: How many properties does the SHPO estimate will be National Register eligible or recorded during the survey?**

A7: SHPO does not have sufficient data to estimate how many properties will be recorded during the survey. We look forward to learning about eligible properties in the county through the results of the survey. In similar countywide surveys over the past few years, the percentage of surveyed properties to the number of housing units in the Census was about 2-4%. However, the SHPO cannot guarantee that the percentage for McPherson County will be similar to other counties.

**Q8: As noted in the RFP, SHPO has records for 54 previously inventoried historic resources on file. How many of which are included in the 991 housing structures?**

A8: The Census did not provide addresses regarding which specific housing structures were counted. Thus, SHPO does not have the data available to answer this question.

**Q9: What is the estimated number for all types of historic resources (i.e. commercial buildings, bridges, cemeteries, etc.)?**

A9: The SHPO does not have data regarding numbers of non-housing building/structures.

**Q10: Where will the public meeting be held?**

A10: The public meeting will be held in McPherson County when the project is completed. The SHPO will schedule and arrange the meeting and provide notice to the appropriate media. SHPO is open to meeting venue suggestions from the consultant based on their field experience and contacts. Recent venues have included a county courthouse, a National Register-listed church, and a local historical society museum. The consultant makes a presentation of their findings to interested citizens, usually in PowerPoint format.

**Q11: How many significant "future eligible" resources in the 40 to 50 years old category are anticipated?**

A11: SHPO does not have sufficient data to be able to answer this question. We look forward to learning more through the survey results.

**Q12: How many resources at least forty years old that appear potentially eligible at present time are anticipated?**

A12: SHPO does not have sufficient data to be able to answer this question. We look forward to learning more through the survey results.

**Q13: As the SD SHPO Ineligible Survey Form will not be used for this reconnaissance survey, what level of documentation will be required for ineligible properties. Is it limited to identification on the survey map? Will these properties need to be included in a master survey list in the report?**

A13: For this survey project, ineligible properties need not be newly surveyed. Please review RFP 3.1.3.1 for the list of survey requirements for newly surveyed properties. For survey forms to update, you will be updating existing digital forms. There is a drop down menu where you can update the eligibility category as needed.

**Q14: Will the County make available plat maps/parcel data to the contractor?**

A14: The SHPO is unaware of what information is available from the County and cannot answer for the County. The consultant may conduct this research during the survey preparation phase of their work (RFP 3.1.1): “Survey Preparation – The contractor will perform research to review all existing materials relevant to McPherson County’s historic properties, including information contained within the South Dakota SHPO files and the South Dakota State Archives. Resources kept by any relevant local repositories, such as a local historical society, courthouse, or library may also be useful. All site forms, photographs, maps, and other files relevant to prior survey work in McPherson County will be made available to the contractor by the SHPO.”

**Q15: Is there an example document of a previous survey available to look at? Such as one from the Edmunds or Tripp County surveys?**

Q15: Yes, our most recently completed countywide survey, the Edmunds County Survey, is linked on the SHPO website under “In the Spotlight.” Direct link:

[http://history.sd.gov///preservation/Edmunds%20County\\_2013\\_Final.pdf](http://history.sd.gov///preservation/Edmunds%20County_2013_Final.pdf)