

Streetcar Commercial Building Context and Intensive Thematic Survey RFQ

Questions and Responses – January 22, 2019

1. Attachment A, section 3.f. states that all work shall conform to the SHPO's Guidelines for History/Architecture Projects in Minnesota (October 2010). SHPO published updated architectural history survey guidelines in June 2017 (Historic and Architectural Survey Manual), shall we follow that survey manual instead of the guidelines from 2010?

Please use the June 2017 Historic and Architectural Survey Manual.

2. Attachment A, section 2. states that the Research Design shall include a Phasing Plan for the next two phases of this work. We presume this would include an intensive survey and nomination process, however could you please clarify the next two stages of work?

Phase 1 is the tasks listed in the scope. A description of the next two phases of the project were inadvertently left out of the RFQ. Phase 2 is listing of locally eligible properties in the survey area. Phase 3 is a continuation of the survey process on other corridors determined by the research design. The listing of properties and future survey work is not part of this contract, but the phasing plan for accomplishing this work is part of the research design of phase 1.

3. What type of survey forms should be prepared for the final deliverables? Does the City have a survey form template, do we need to use SHPO's 2017 Minnesota Individual Property Inventory Form, or can we use our own custom survey form which includes all items notated in section 3.c.?

SHPO forms were anticipated. We will consider custom survey forms if they include all items noted in Section 3.c and if acceptable to SHPO.

4. Is the key sheet (listed in Attachment A, section 6.b.) different from the images and photo captions which will be included at the end of the survey forms and in the survey report?

The key sheet is intended to provide information about any photos submitted, so it can be the same information included in the end of the report.

5. In what format will the identified study areas be provided to the selected consultant in advance of survey (GIS shapefile of boundaries, parcel data for all properties, etc.)?

The City will provide GIS shapefiles.