

March 23, 2020

PeggySue Imihy, AICP Candidate
Senior Planner
485 Gorman Street
Shakopee, MN 55379

RE: Schroeder House and Sweeney Property Analysis and Feasibility Study

Ms. Imihy,

The Confluence Team is pleased to submit our proposal to provide Historical Survey, Archaeological Investigation, and Reuse Feasibility Study for site and buildings. We will work with the City to develop an innovative and cost-effective concept reuse plan that preserves cultural treasures, while meeting the intent of the Parks and Trails Master Plan. We are teaming with leaders in cultural and architectural resources. The 106 Group will provide historic research, archaeology, and NHRP process guidance. Miller Dunwiddie is a preservation and re-use specialist regarding structures of various size and scale. They will be a critical team member for assessing the condition and reuse opportunities of the property's valuable structures.

The following outlines our proposed Scope of Services for:

Re: Schroeder House and Sweeney Property Analysis and Feasibility Study

Confluence, hereinafter referred to as the Consultant, subject to the approval and acceptance of this agreement by the City of Shakopee, hereinafter referred to as the Client, agrees to provide Professional Services to the Client as set forth below:

A. PROJECT NAME: Schroeder House and Sweeney Property Analysis and Feasibility Study

B. PROJECT DESCRIPTION: Provide the Client with historical and Archaeological survey , Landscape Architecture, and Architecture services for the Schroeder Brick House, garage building, and Sweeney property. Our team will provide services to support the land swap of former LWCF land in Lion's Park for parcels of land along the Minnesota River. These parcels are in key areas identified as a Cultural Corridor in the Parks and Trails Master Plan. The parcels are being explored for their reuse potential in order to preserve and take advantage of key historic infrastructure within the city. As a part of this study we are proposing the following key tasks:

- Architectural History Survey
- Phase 1 Archaeology Survey
- Schroeder Brick House Assessment and NRHP Nomination
- Schroeder Brick House Feasibility/ Reuse Study
- Marina Area and Brick House Grounds Feasibility Study and Conceptual Design

This is a comprehensive project and the fee submitted below will reflect the various tasks identified with the development of historical study materials and reuse feasibility documents. Confluence is including two key team members for their historical/ archaeological work and historic structure reinterpretation. 106 Group has completed work in the area and will provide the historical and archaeological work. Miller Dunwiddie is an Architecture Firm specializing in historic structures that will help evaluate and vision the reuse opportunities for the preserved buildings. Confluence will

oversee the analysis and visioning work of the team and ensure it meets the intent of the Cultural Corridor and the larger Huber Park Master Plan.

TASK 1: Architectural History Survey

- 1.1. A reconnaissance (Phase I) architectural history survey will be conducted for parcels 1, 3, and 4, and an intensive (Phase II) architectural history survey will be conducted for the Schroeder Brick House on parcel 2.

Research & Prep

Research will be conducted at the following repositories:

- Background research will be conducted at SHPO on any previously inventoried properties located within the APE. Previous architectural history reports and historic contexts will also be reviewed.
- Research will be conducted at the Scott County Historical Society, Minnesota Historical Society (MNHS), University of Minnesota Libraries, and local libraries and government offices, as necessary, in order to obtain historical maps, aerials, photographs, permits, and local histories.

Survey

- Each building and structure within the APE will be documented with field notes and digital photographs. The three residential properties can be documented from the public right-of-way; however, we request access to the Sweeney Property in order to thoroughly document any structures related to the Marina.

Report

- Per the SHPO 2017 Historic and Architectural Survey Manual a Minnesota Individual Property Inventory Form will be completed for each individually surveyed property. It is assumed that no more than four (4) forms will be completed for this survey.
- An architectural history survey report will be prepared describing project methodology, previous investigations, historical contexts, results, and recommendations.
- One copy of the draft report and inventory forms will be prepared for review in electronic format. It is assumed that no more than one round of client/City review of these deliverables will be required. One copy of the final report and the final inventory forms addressing comments received will be prepared in hard copy format for submittal to SHPO.

TASK 2: Phase 1 Archaeology Survey

- 2.1. In order to meet the requirements of Section 106 of the NHPA, as well as all applicable state regulations, the Phase I archaeological survey of the APE will include several tasks outline in 106 Group's attached Scope of Work. The architectural history survey will include the following tasks:

Research & Prep

- A literature review will be conducted at the Minnesota State Historic Preservation Office (SHPO) and Office of the State Archaeologist (OSA) to identify all known precontact and post-contact archaeological sites that have been previously identified within the project area and a one-mile radius of the project area to inform assessing archaeological potential.

- Review of appropriate historical aerial photographs and maps available online will be completed to aid in assessing archaeological potential. Reports of cultural resources surveys previously conducted within the project area will also be reviewed.

Survey

- The Phase I archaeological survey will involve a visual assessment of the entire archaeology APE to further assess archaeological sites potential, identify areas of previous disturbance, and attempt to identify any surface features that may not be depicted on historic maps or aerial photographs. Shovel testing will be employed in moderate to high potential areas where surface visibility is poor. In addition, limited shovel testing will be completed for any known sites or sites identified during pedestrian survey to clearly determine the overall character and delineate the horizontal and vertical extent of any sites that may be uncovered.
- Much of the project area is characterized by moderate to high potential to contain archaeological resources. Given that potential, SHPO and OSA guidelines require standard shovel testing at 10- to 15-meter intervals. It is assumed that up to half of the APE will warrant shovel testing at the more intensive, 10-meter interval according to state guidelines. Based on project location information provided in the request for proposals, it is assumed that approximately 15 percent of the project area is standing water or developed and so cannot be shovel tested. Therefore, to test the remaining 85 percent of the project area, it is assumed that no more than 200 shovels tests will be required.
- Given the topography of the project area and the scope of proposed work, it is possible that additional consultation with SHPO may determine that deep testing may be required. If required, the additional tasks and budget can be negotiated.
- The 106 Group principal investigator for this project holds an annual archaeological license from the OSA. The OSA will be notified of this project for inclusion under this existing license. It is assumed that no other state or federal permits or licenses to complete the archaeological survey will be required. Before beginning survey work, the 106 Group will also arrange for public utilities to be marked within the survey area.
- We assume that no more than one archaeological site will be identified during the course of the survey, and no more than 15 artifacts will be collected.
- Any artifacts identified on publicly owned lands during the investigation will need to be curated at the Minnesota Historical Society. The labor and costs associated with this task will depend on the number and type of artifacts identified during the investigation and can be negotiated once the survey has been completed, if needed.

Report

- A report will be prepared describing project methodology, previous investigations, literature review and survey results, and recommendations. One copy of the draft report will be prepared for review in electronic format. It is assumed that no more than one round of client/City review will be required.
- An OSA site form will be prepared and submitted for any archaeological sites identified during the survey task described above. It is assumed that no more than one archaeological site comprised of up to 15 artifacts will be identified. final inventory forms addressing comments received will be prepared in hard copy format for submittal to SHPO.

TASK 3: Schroeder Brick House Building Assessment

3.1 Miller Dunwiddie proposes to perform a full visual inspection of the existing building to evaluate the physical condition of the building and document the condition of its features, materials and spaces. We will look for signs of structural issues, while we do not propose to engage a structural engineer at this time to perform an in-depth inspection, we will note any conditions that cause concern and warrant further study. However, if we see something that we feel has the potential to affect the structural stability of the building and/or threaten the safety of people as they access the building, we will call it to the immediate attention of the City for possible engagement of a structural engineer at that time. We will also utilize our building envelope specialist to review any potential moisture infiltration concerns. We will prepare a draft report including order of magnitude costs to correct any deficiencies. We will meet with Confluence and the City representative(s) to discuss our findings. If the City should choose to consider listing the property in the National Register of Historic Places, it is recommended a Determination of Eligibility is completed in tandem with the building assessment.

TASK 4: Schroeder Brick House NRHP Nomination

4.1. If the Schroeder Brick House is recommended as eligible for listing in the NRHP during the intensive architectural history survey, upon concurrence from SHPO we can proceed with the NRHP nomination process for the property.

Research & Prep

- The intensive evaluation prepared for the property will provide the basis for the historical narrative and significance for the NRHP registration form.
- Additional research may need to be conducted at MNHS, Scott County Historical Society, and local repositories to meet the requirements of the NRHP nomination.

Survey

- Interior and exterior photography of the property will be conducted per the National Park Service's (NPS) photography guidelines.
- The photographs included with the NRHP registration form will be prepared and labeled in accordance with the NPS's National Register Photo Policy Factsheet. One hard copy set of 4x6 photographs will be provided. All images will be saved on two CD-Rs for submission with the registration form. The electronic copies of the image files will be provided as uncompressed TIFF or RAW files on CD-R media that meet NPS and SHPO requirements. As required for submittal with a NRHP registration form, the size of each image will be at least 1600 x 1200 pixels at 300 ppi (pixels per inch) or larger.

NRHP Registration Form

- A NRHP registration form will be prepared using the most current NRHP Form 10-
- 900. The NRHP registration form will be prepared according to National Register Bulletin 16A – How to Complete the National Register Registration Form and supplemental guidelines developed by SHPO. The registration form will include all maps and photographs that are required for listing in the NRHP.
- Once the draft registration form is complete, a digital copy will be provided to the City of Shakopee for review. Upon receipt of comments, a copy will be submitted to SHPO for review and comment to ensure that it will meet NRHP standards. It is assumed that no more than two rounds of review by SHPO will be required to receive

concurrence. After SHPO provides final comments, 106 Group will prepare the final submission.

- For the final submission, 106 Group will prepare one original, archival quality NRHP registration form and all required supporting documentation for submission to SHPO.

Meetings

- 106 Group will attend and present the NRHP nomination for consideration at the State Review Board meeting.

TASK 5: Schroeder Brick House, Grounds, and Marina Property Visioning

Our team will collaboratively work with city staff to identify potential programmatic opportunities for the building and site. Several opportunities were identified in the Parks and Trails Master Plan that will continue to be evaluated in this effort. We will support city staff in communicating with potential stakeholders and idea generation from the public and business community.

5.1 Building Feasibility / Reuse Study

Based on our findings during the Building Assessment phase, we will brainstorm ideas with the City representative(s) and any stakeholders they choose to invite, as to what the Schroeder House could be used for. Based on that engagement meeting, we will complete an initial code review and prepare concept drawings for up to 2 concepts that illustrate how the Schroeder House could be used for the determined reuse(s). The drawings will explore how the building can be made accessible and how many people might be able to be accommodated for various uses. An order of magnitude budget will be provided for each concept. The design concepts will be presented in plans and/or elevations. We will present these concepts to the City for review and comment.

5.2 Site and Marina Feasibility / Reuse Study

Previous studies and reports will directly influence the site's potential for reuse and potential programming. Our team will collaboratively examine how the building(s) and site will work together to achieve the vision in the Parks and Trails Master Plan. We will provide schematic designs, integrated with the building studies, for the Marina and rest of the site. Designs will explore circulation, marina access and improvements, Accessible dock opportunities, potential kayak share and boat rental facilities, parking, etc.. Final deliverables to include plan renderings and max. 3 renderings as needed to accurately convey ideas. Opinion of cost will be provided for each concept and the final approved concept.

WORK PLAN AND PROPOSED SCHEDULE

The architectural history study can be completed within 8-10 weeks of receiving the executed service agreement and receipt of GIS data for the project boundary. The archaeology study can be completed within 6-8 weeks of receiving the executed service agreement and receipt of GIS data, assuming field conditions allow for the excavation of shovel tests (no snow cover and thawed ground). Upon receipt of concurrence from SHPO of the Schroeder Brick House's eligibility, 106 Group can commence with the NRHP nomination process. A draft of the registration form can be completed within 8-12 weeks. The overall schedule for the NRHP nomination process will depend on the review periods by SHPO and the schedule for State Review Board meetings.

ASSUMPTIONS:

- We will provide all deliverables to technical standards as deemed appropriate by our principal investigator, who exceeds the Secretary of the Interior's Professional Qualifications Standards.
- This scope of work does not include an intensive (Phase II) architectural history survey for parcels 1, 3, and 4; however, recommendations for any additional studies, if needed, will be included within the architectural history survey report.
- The architectural history survey will require the development of no more than two (2) custom historical contexts to evaluate the properties.
- It is assumed that no more than four (4) Minnesota Individual Property Inventory Forms and no Minnesota Multiple Property Inventory Forms will need to be completed for this project.
- It is assumed that no more than one (1) Minnesota Archaeological Site Form will need to be completed for this project.
- We assume that no more than one (1) archaeological site will be identified during the survey, and no more than 15 artifacts will be collected. Any artifacts identified on publicly owned lands during the investigation will need to be curated at the Minnesota Historical Society. The labor and costs associated with this task will depend on the number and type of artifacts identified during the investigation and can be negotiated once the survey has been completed, if needed.
- No in-person meetings are anticipated for the archaeology and architectural history surveys. However, sufficient communication via email, telephone, or video chat to effectively coordinate with you and the City is included.
- The NRHP nomination process will only include the Schroeder Brick House and any outbuildings that are located on parcel 2 of the project area.
- The NRHP nomination package for the Schroeder Brick House will include no more than twelve (12) photographs of the property's interior and exterior.
- Preparation of the NRHP nomination package does not guarantee acceptance by the State Review Board or the Keeper of the National Register.

FEES AND EXPENSES:

Fees and expenses are presented below as part of the design and implementation effort. Fees are based upon a Lump Sum not to exceed cost.

1. We propose to perform the services described in Task 1: Scope of Services: Architectural History Survey, on an Hourly, Not to Exceed basis. \$12,940
2. We propose to perform the services described in Task 2: Scope of Services: Phase 1 Archaeology, on an Hourly, Not to Exceed basis. \$27,800
3. We propose to perform the services described in Task 3: Scope of Services: Brickhouse Building Assessment, on an Hourly, Not to Exceed basis. \$15,500
4. We propose to perform the services described in Task 4: Scope of Services: NHRP Nomination. On an Hourly, Not to Exceed basis. \$10,300
5. We propose to perform the services described in Task 5: Scope of Services: Brickhouse, Grounds and Marina Property Visioning. On an Hourly, Not to Exceed basis. \$29,500

Total: \$96,040

6. Reimbursable expenses and hourly rates are identified in the attached schedule and will be billed on a Not to Exceed basis. \$1,500
7. If the project is suspended for more than three (3) months, or abandoned in whole or in part, this firm shall be paid their compensation for services performed prior to receipt of written notice from the Owner of such suspension or abandonment, together with reimbursable expenses then due and all terminal expenses resulting from such suspension or abandonment.

CLIENT PROVIDED:

1. An electronic map of the project area and entire property, preferably in GIS shapefile format;
2. Access to the property to conduct survey;
3. Any other pertinent project data, preferably in electronic format;
4. Copies of previous communication with SHPO or other pertinent agencies.

TIME OF PERFORMANCE:

1. We propose to process this work in a timely and expeditious manner to meet the City's timetable of construction in 2020 for the natural surface mountain bike trails.

EXTRA WORK AND CONTINUATION OF SERVICES:

1. If, during the progress or upon completion of the work outline in the Scope of Services in this agreement, the City finds it desirable or necessary to cause this Consultant to perform additional services other than those outlined in the Scope of Services, the hourly schedule and reimbursable expense schedule may apply, or a project fee may be negotiated. See attached Schedule for rates.

SUCCESSOR'S AND ASSIGNMENT:

1. The City and this firm each bind itself, partners, assigns and legal representatives to the other party to this agreement and to the partners, successors, assigns and legal representatives of such other party in respect of all covenants of this agreement.

CONTRACT CONFORMANCE:

1. If there is a conflict between this document and the agreement between the Landscape Architect and the City, the Landscape Architect's agreement with the City shall govern.

FORM OF AGREEMENT:

1. The return of one (1) copy, signed and dated in the spaces provided, will constitute your acceptance of this proposal and provide authority for proceeding to accomplish this work.

Sincerely,
Confluence

Offered by:
Confluence



(signature) 3/23/2020 (date)

Brad Aldrich, Associate Principal

(printed name/title)

Accepted by:
City of Shakopee

(signature) (date)

(printed name/title)