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Jessica Earley
Senior Planner
Town of Crested Butte
Community Development Department

Subject: Early Recreation Era Reconnaissance and Intensive Survey

PRELIMINARY CONSULTING SERVICES PROPOSAL

Dear Jessie,

This preliminary consulting services proposal was prepared to assist the Town of Crested Butte in its effort to secure a CLG grant for a combined reconnaissance and intensive-level survey of historic buildings that date from the community's Early Recreation Era (circa 1961-1984). While completing fieldwork over the past year for the preservation plan, I saw many of these buildings in person. This survey will assist the Town with its determinations of which buildings will contribute to the new Early Recreation Era district.

Over the past three decades, I have been working in the field of historic preservation and completed numerous residential, commercial and rural surveys throughout Colorado and other states. This work has included the documentation of many buildings such as those that are found in Crested Butte. One recent example involved a reconnaissance and intensive survey of mid-20th century buildings in Steamboat Springs' Mount Werner area.

The preliminary scope of services and cost estimate below are based upon my experience with similar projects along with site-specific factors such as the project's location, characteristics, and complexity. I hope this helps you to secure funding.

Regards,



Ron Sladek
President

SCOPE OF WORK

The goal of this project will be to complete a reconnaissance of 272 properties identified to have been developed between 1961 and 1984, followed by an intensive-level survey of 12 of those properties. To accomplish this goal, the following tasks will be necessary to produce professional-quality historical and architectural documentation and analysis.

Task A: Project Start-Up

- Initial consultation will be completed with the Town of Crested Butte and History Colorado staff to discuss the grant contract and the project's scope of work, timing and deliverables. Project coordination with town planning staff will also begin at that point.
- A file search will be ordered from History Colorado's Office of Archaeology & Historic Preservation (OAHP) and that agency's online COMPASS database will be reviewed for property records that relate to the area under study.
- Mapping and assessor's records will be secured from the Town of Crested Butte and Gunnison County to assist with the fieldwork.

Task B: Reconnaissance Survey

- This phase of work will involve the documentation of 272 properties through the collection of limited but essential information. The goal will be to catalogue the architecture and provide the Town with recommendations for which properties would contribute to a new Early Recreation Era district. In addition to looking at age, integrity and potential architectural significance, this process will consider features such as floor area, massing, exterior details, secondary structures, and the extent of alterations. Notes and photographs will be taken at each property. This information will form the basis of detailed analysis presented in the project report.

Task C: Intensive-Level Survey

- This phase of work will involve the intensive-level documentation of 12 contributing properties that will be selected in consultation with the Town of Crested Butte based upon the results of the reconnaissance survey. Fieldwork will be completed from the public rights-of-way and no property will need to be entered. This will include taking detailed notes on architecture along with secondary features such as outbuildings and landscape. Each property will be photographed to capture as much detail as possible.
- Archival research will be completed for each property under study. This will include a title search to develop a chain of ownership, the collection of information about historic owners, occupants and uses, and the assembling of information about each property's history of development and change. Much of this work will involve archival resources held by the Town of Crested Butte and Crested Butte Museum, and by the Gunnison County Clerk & Recorder and County Assessor. Additional information will be

available from online sources. Archival materials will also be collected to support the historic context that will be prepared for the project report.

- An intensive-level architectural survey form (OAHP #1403) will be prepared for each of the 12 properties. These will include site identification and location information, a detailed architectural description, a construction history, and a historical narrative. Every property will be evaluated in terms of its architectural integrity measured against the seven aspects of integrity defined by the National Register of Historic Places (NRHP). Significance will be evaluated considering the designation criteria established by the NRHP and by local landmark criteria established by the Town of Crested Butte. Site forms will also include the required sketch map, location map, current photographs, and historic images if any area available.
- Drafts of the site forms, in digital format, will be submitted to the Town of Crested Butte and History Colorado for review. Following receipt of comments, the forms will be revised and resubmitted as final drafts.

Task D: Project Report

- Once the reconnaissance survey and intensive-level site forms are complete, an in-depth survey report will be prepared. This document will provide a description of the methodology used to complete the project, starting with details about the reconnaissance survey and then moving into the intensive-level work. It will also include information about the project area, a historic context focusing upon the development of Crested Butte during the Early Recreation Era (1961-1984), detailed results of the survey, recommendations for further work, a bibliography, survey logs in table format, and representative photographs and historic images.
- The draft report will be submitted in digital format to the Town of Crested Butte and History Colorado for review. Following receipt of comments, a final draft will be prepared.

Task E: Presentation of Findings

- The study's findings will be presented to the Town of Crested Butte and its Board of Zoning and Architectural Review during a public meeting. This is expected to take the form of the written report along with an online presentation accompanied by PowerPoint slides.

COST ESTIMATE

The following cost estimate has been prepared to assist the Town of Crested Butte in its effort to secure grant funding for this project. This is based upon three decades of project management experience, together with the anticipated fieldwork, research and writing that will be necessary to complete this study.

Task A – Project Start-Up	\$500.00
Task B – Reconnaissance Survey	\$10,000.00
Task C – Intensive-Level Survey	\$20,000.00
Task D – Project Report	\$4,000.00
Task E – Presentation of Findings	\$500.00
Reimbursable Travel Expenses	\$5,000.00
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Project Total	\$40,000.00