

**CITY COUNCIL
COMMUNICATION:**

ITEM _____

**OFFICE OF THE CITY MANAGER
CITY OF DES MOINES, IOWA**

99-334

SYNOPSIS -

AGENDA:

JULY 26, 1999

Agreement with James E. Jacobsen, d/b/a History Pays, to provide professional services in the preparation of National Register of Historic Places Nomination Forms for six Bungalow and Square House Historic Districts in the amount of \$30,000.

SUBJECT:

NOMINATION FOR
BUNGALOW AND
SQUARE HOUSE
HISTORIC
DISTRICTS TO
NATIONAL
REGISTER OF
HISTORIC PLACES

FISCAL IMPACT -

1999 Community Development Block Grant (CDBG) funds in the amount of \$30,000 will be used to fund the survey.

RECOMMENDATION -

Approval.

TYPE:

RESOLUTION
ORDINANCE
RECEIVE/FILE

BACKGROUND -

The Community Development Department submitted an application for 1999 CDBG funding to provide professional services for a historical consultant to develop National Register of Historic Places Nomination Forms for six Bungalow and Square House Historic Districts.

SUBMITTED BY:

JAMES GRANT
COMMUNITY
DEVELOPMENT
DIRECTOR

On November 2, 1998, by Roll Call No. 98-3459, the City Council approved the allocation of \$30,000 in 1999 CDBG funding to hire a consultant to complete the nomination forms. On February 15, 1999, the City Manager approved the CDBG Work Program and Terms and Conditions for using the funds, and authorized their expenditure.

The Community Development Department prepared a Request for Proposals (RFP) and requested the Purchasing Division to solicit bids from consultants to conduct the survey. The

Purchasing Division mailed invitations to bid and received two before the required deadline. Community Development Department staff reviewed the bid proposals based on the criteria given in the RFP and recommended the selection of James Jacobsen, d/b/a History Pays, to receive the award. On June 21, 1999, by Roll Call No. 99-1954, the City Council approved the award of bid to History Pays. The Community Development Department was then directed to prepare an Agreement for Professional Services with approval of the form of agreement by the Legal Department. The Community Development Department now recommends that the City enter into this agreement by signature of the Mayor.