



CITY OF WAUKESHA

Administration

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Committee: Landmarks	Date: 8/7/2019
Common Council Item Number:	Date: 8/20//2019
Submitted By: Jennifer Andrews, Community Development Director	City Administrator Approval: Kevin Lahner, City Administrator
Finance Department Review: Rich Abbott, Finance Director	City Attorney's Office Review: Brian Running, City Attorney
Subject: Review and Act on a contract with tes Historical Consulting LLC to complete nominations to add four individual properties to the National Register of Historic Places.	

Details: At their August meeting the Landmarks Commission selected tes Historical Consulting LLC to complete nominations to add four properties to the National Register of Historic Places. The city received a grant from the Wisconsin Historical Society to hire a consultant to do this work. The four properties are St. Mary's Catholic Church (225 S. Hartwell Ave.), St. Luke's Lutheran Church (300 Carroll St), and two residential properties- 617 Downing Drive and 1516 Pleasant View Ave. All four properties were identified by the 2013 Intensive Survey of Historic Properties in Waukesha. The Landmarks Commission selected them as candidates last year, and the owners of all four properties consented to having them listed on the National Register.

The RFP was sent out on May 3rd and two consultants submitted proposals. Landmarks Commission members and city staff interviewed the applicants on Wednesday August 7th and recommended selecting tes Historical Consulting. The Landmarks Commission approved the selection at their regular meeting later that evening. Traci Schnell, the owner and principle architectural historian at tes Historical Consulting, was the main author of the 2013 Intensive Survey. The Landmarks Commission believes this will give her an advantage in the research portion of the application, since she is already familiar with the properties and she already has contacts with current and former property owners. The Landmarks Commission also believes her extensive experience researching and preparing historic reports for buildings with Mid-century Modern/Contemporary architectural styles will be advantageous for this project, since three of the four properties have that style. Finally, she offered to prepare the nominations more quickly than the timeline required by the grant, which will allow the grants to get through the six to nine month state review process earlier.

The contract meets the grant requirements and has been approved by the State Historic Preservation Office.

Options & Alternatives:



Financial Remarks:

The grant is a federal reimbursement grant for a maximum of \$17,000. The city will be reimbursed after the consultant has been paid. The contract will pay a total of \$16,163.00 (\$4,361.00 for St. Mary's Church since it is larger and contains several buildings, and \$3,934.00 each for the other three nominations). Staff does not anticipate any other expenses from this project.

Accounts: 5582.42310-Federal Grant/Aid, 5582.52190-Other Professional Services

Executive Recommendation: Staff recommends approval of the contract with tes Historical Consulting LLC.