



Memo

Department of Planning & Housing

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TO: Mayor and City Council

FROM: Department of Planning and Housing

DATE: September 18, 2008

SUBJECT: Request to Amend Agreement with William C. Page for Preparation of the 2008 Comprehensive Historic Preservation Plan to Allow a Time Extension for the Date of Completion

William C. Page, the consultant hired by the City of Ames to prepare the Ames Comprehensive Historic Preservation Plan, has requested an extension of his contract with the City (see attached letter from William C. Page). The purpose of the contract extension is to allow additional time for completion of the Plan. The current agreement with Mr. Page requires that the Plan be completed by October 30, 2009. This proposed contract extension requires approval by the City Council to amend the Agreement with Mr. Page.

The requested time extension would change the date of project completion from October 30, 2009 to December 31, 2009. The State Historic Preservation Office will allow an amendment to the Agreement between the City of Ames and William C. Page to extend the amount of time needed to complete the project, provided the project is completed no later than December 31, 2009.

Mr. Page states the following in his letter: "Over the course of this project, it has become clear that the formulation of goals and objectives for the Ames preservation plan required more time than was originally allocated for it. The work has involved extensive committee work and Commission reviews."

No additional compensation to Mr. Page has been requested for the contract time extension.

On June 20, 2007, the State Historical Society of Iowa notified the City of Ames that a Historical Resource Development Program (HRDP) Grant, in the amount of \$30,000, had been awarded to the City for preparation of the 2008 Ames Comprehensive Historic Preservation Plan. The HRDP grant contract specifies that the preparation of the preservation plan must be complete by October 31, 2009.

On July 24, 2007, William C. Page was hired as the consultant to prepare the plan. Consultant fees and expenses in the preparation of the 2008 Ames Comprehensive Historic Preservation Plan are funded by the \$30,000 HRDP grant.

The original completion date for the project was October 1, 2008. On September 23, 2008, the City Council approved a resolution amending the Agreement by extending the completion date for the project from October 1, 2008 to December 15, 2008.

On December 16, 2008, the City Council approved a resolution amending the Agreement by extending the completion date for the project from December 15, 2008 to October 30, 2009.

The budget for the project includes a total of \$46,393. Consultant wages and expenses of \$30,000 are covered by the HRDP grant funds. City staff wages account for \$10,735 of the project cost. Photocopying, miscellaneous expenses for postage, focus group materials, photography, etc. account for \$1,000 from the City of Ames budget, and \$4,658 of the project cost is an in-kind contribution of volunteer time devoted to preparation of the plan.

Staff is supportive of a time extension to complete the Plan preparation. In addition to the reasons provided by Mr. Page for the contract extension, it would also be of benefit to the City to extend the time for the contract to enable meetings for review of the draft Plan to occur in November and early December. This is preferable since it would be difficult to find meeting dates in late September and October that work for members of the City Council, the Historic Preservation Commission, and City staff to consider the draft Plan. Therefore, to provide an opportunity to complete the project and follow through on the commitment the City has made through the HRDP grant, the City Manager recommends that the City Council grant the time extension for project completion to December 31, 2009.

Attachment

RDA\clh

WILLIAM C. PAGE

Public Historian and Preservation Planner

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September 16, 2009

Honorable Mayor and Members of the City Council
City Hall
City of Ames
Ames, IA 50010

Re: Ames Comprehensive Historic Preservation Plan

Dear Mayor and City Council:

This writing requests an extension of my contract with the City of Ames to complete the above referenced project. Our current contract for this work calls for its completion by October 30, 2009. This request is to extend the contract to December 31, 2009.

Over the course of this project, it has become clear that the formulation of goals, objectives, and action steps for the Ames preservation plan required more time than was originally allocated for it. The work has involved extensive committee work and commission reviews.

Please note that the grant-in-aid from the State Historical Society of Iowa, the funding agent for this project, permits allows this extension without the need for that agency's formal approval of it.

Please also note that this extension in no way changes my compensation for this contract. This compensation remains the same as originally agreed upon.

Thank you.

Sincerely,

/s/ William C. Page
Public Historian