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MEMORANDUM

DATE: September 10, 2015

TO: Randall M. Skigen, President of the Board of Representatives
John J. Louizos, Chairman, Board of Finance

FROM: Michael E. Handler, Director of Administration *MEH*

CC: K. Emmett, B. Aveni, L. Casolo, J. Pardo, P. Coleman, W. Haynes, L. Drobbin

SUBJECT: Hoyt-Barnum House Move

Pursuant to the Memorandum of Agreement between the City and the Stamford Historical Society, a selection committee was formed with representation from the City and members of the Stamford Historical Society, the Historic Neighborhood Preservation Program, and the Historic Preservation Advisory Commission. In total, three proposals were received and interviews were conducted. The committee unanimously selected Christopher Williams Architects, LLC (CWA) as the most qualified firm with the capability of providing the services required within the scope of the RFP, within the timelines required, and in keeping with the budget.

The total contracted amount for architectural and engineering services to be paid to CWA is \$153,987. However, the City has a time constraint to complete the component of the work involving the Historic Structures Report. The City's deadline for submission to the State Historic Preservation Office (SHPO) is November of 2015 which will allow for SHPO's review, and subsequent National Park Service review, at their December 2015 meeting. In order to accommodate the SHPO schedule, the architect's fee for the Historic Structures Report, in the amount of \$34,478, will be provided for under a separate contract. The remaining scope of work under separate contract will total \$119,509. This is the only way that the City can initiate review for inclusion on the National and State historic registers through SHPO and not jeopardize the overall timeline for the larger police department project. Unfortunately, the alternative would leave the City in the position of applying for SHPO review after the house has been moved off of the site and removed from both historic registers. While I stand by my previous statements that maintaining listing on either the National or State register of historic places is extremely unlikely, we are endeavoring to do everything within our powers to give the Hoyt-Barnum House the very best chance of success.

It is my intention that once completed and negotiated, I will present both components of the contract with CWA to both boards for their approval.