

HOKAH CITY HALL
NATIONAL REGISTER OF HISTORIC
PLACES NOMINATION PROJECT
QUOTE DOCUMENTS

OCTOBER 29, 2013

Rodney Blank

From: Barb Bissen [hokahbarb@gmail.com]
Sent: Tuesday, October 29, 2013 2:38 PM
To: Rodney Blank
Cc: yendorknalb@gmail.com
Subject: City Hall proposal

Rodney,

I recommend the proposal to complete the City Hall Historic Register nomination be given to Greg Gaut of Winona.

Barb

Rodney Blank

From: Barb Bissen [hokahbarb@gmail.com]
Sent: Tuesday, October 29, 2013 2:43 PM
To: Greg Gaut
Cc: Rodney Blank
Subject: Re: Hokah City Hall Proposal

Greg,

We have decided to award you the contract to prepare the City Hall National Register nomination. I will be calling you about the next steps to proceed.

Thank you
Barb Bissen

From: Greg Gaut
Sent: Saturday, October 05, 2013 1:34 PM
To: hokahbarb@gmail.com ; rblank@acegroup.cc
Subject: Hokah City Hall Proposal

Dear Ms. Bissen and Mr. Blank,

I mailed a hard copies of my proposal to prepare the National Register nomination of the Hokah City Hall on October 2. Hopefully you received it by the end of the week.

For your convenience, I have attached digital copies of the proposal and well as the resume that accompanied it.

Thanks very much for giving me this opportunity to compete for this contract. I admire the way you have continued to use your historic resource and would be delighted to work on this project.

Greg Gaut
Historic Preservation Consultant
673 E. Wabasha
Winona, MN 55987
507-452-0536 (home/office)
507-279-7859 (cell)

Rodney Blank

To: rcvogel@pathfindercrm.com

Subject: Hokah City Hall Nomination Project

Dear Mr. Vogel,

I would like to Thank You for your interest, time and energy regarding your quote submission for the City of Hokah City Hall Preparation of a National Register of Historic Places Nomination.

As you know, we requested quotes and received a number returned offered for the project, and we have decided to offer the project to another candidate.

So, the purpose of this letter is to let you know that you have not been selected for the project.

Thank you so much for taking the time to come to the City Council Meeting.

We enjoyed meeting with you and your informed discussion.

We wish you every personal and professional success.

Regards,

Rodney Blank

Administrator
City of Hokah
102 Main Street
P.O. Box 311
Hokah, MN 55941

 **Work Tel#:** 507-894-4990  **FAX#:** 507-894-3777

 **Mobile Tel#:** 608-406-0089

 **E-Mail:** rblank@acegroup.cc

 **URL:** www.cityofhokah-mn.gov



Rodney Blank

To: will@starkpreservation.com
Subject: Hokah City Hall Nomination Project

Dear Mr. Stark,

I would like to Thank You for your interest, time and energy regarding your quote submission for the City of Hokah City Hall Preparation of a National Register of Historic Places Nomination.

As you know, we requested quotes and received a number returned offered for the project, and we have decided to offer the project to another candidate.

So, the purpose of this letter is to let you know that you have not been selected for the project.

Thank you so much for taking the time to submit your quote.

We wish you every personal and professional success.

Regards,

Rodney Blank

Administrator
City of Hokah
102 Main Street
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Greg Gaut

Historic Preservation Consultant

673 E. Wabasha Street
Winona, MN 55987

507-452-0536 home
507-279-7859 cell

GregGaut@gmail.com

October 2, 2013

Barbara Bissen
Library Director
P.O. Box 503
Hokah, MN 55941

Re: National Register Nomination of the Hokah City Hall

Dear Barbara,

Thank you for inviting me to submit a proposal for this project and for giving me a tour of the building. I would be very happy to prepare the National Register nomination of the Hokah City Hall.

The Hokah City Hall is a unique building which the State Historic Preservation Office has deemed worthy of preservation both as an important surviving example of the distinctive architecture of the New Deal and as a structure deeply associated with the social history of Hokah. For decades the building served as both the seat of government and as the chief community gathering place for all kinds of events including wedding dances, basketball games, carnivals, concerts, and meetings. The building continues to house the library and the police garage. By upgrading the mechanicals, refinishing the floor, remodeling bathrooms, and other work, the city has insured that the building will be an attractive and much-used venue for community events. I would welcome the opportunity to be a part of the process of keeping this historic resource in active use.

As you will see on the enclosed resume, I am very familiar with the process of evaluating and nominating properties for the National Register having served since 2006 on the State Board which reviews nominations in Minnesota. Currently I chair the review board. I have also been involved in the process on a local level as a member for seven years of my local Heritage Preservation Commission. As a member of the commission I spearheaded an effort to evaluate and then nominate four Winona schools for the National Register.

Since leaving my tenured teaching position at Saint Mary's University in December 2011, I have been working as a consultant in this area. I have successfully completed the National Register nominations of the former Milwaukee Road (currently Amtrak) station in Winona as well as two

October 2, 2013

Barbara Bissen
Library Director
P.O. Box 203
Hokah, MN 55941

Re: National Register Nomination of the Hokah City Hall

Dear Barbara,

Thank you for inviting me to submit a proposal for this project and for giving me a tour of the building. I would be very happy to prepare the National Register nomination of the Hokah City Hall.

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Since leaving my tenured teaching position at Saint Mary's University in December 2011, I have been working as a consultant in this area. I have successfully completed the National Register nominations of the former Milwaukee Road (currently Amtrak) station in Winona as well as two

buildings at Winona State University which were associated with the historic Normal School there. I recently researched and wrote an evaluation of the public school in Sacred Heart, MN which resulted in a finding of eligibility by the Minnesota State Historic Preservation Office. I have just been hired by the Winona Heritage Preservation Commission to prepare the National Register nomination of the Lumber Exchange Building in downtown Winona.

Upon request, I will send samples of my work. For quick reference, you can access at the Minnesota SHPO webpage the National Register nominations I wrote for the Milwaukee Road station in Winona and for two buildings at Winona State. The station nomination was on the May 21, 2013 agenda of the State Review Board and the school buildings on the August 20, 2013 agenda: <http://www.mnhs.org/shpo/nrhp/nominations.htm>.

Please feel free to call the following who are familiar with my work:

- David Grabitske, Manager of Outreach Services, Minnesota Historical Society, St. Paul 651-259-3460. (david.grabitske@mnhs.org)
- Mark Moeller, City Planner, City Hall, 207 Lafayette, Winona, MN, 55987, 507-457-8250. (MMoeller@ci.winona.mn.us).
- Mark Peterson, Mayor of Winona and Executive Director, Winona County Historical Society, 160 Johnston Street, Winona, MN 55987, MN, 507-454-2723 (director@winonahistory.org).
- Sonja Thune, Director, Sacred Heart Area Historical Society, 300 5th Avenue, Sacred Heart, MN 56285, 320-765-2274. (sonja@hcinet.net)
- Janet Timmerman, Director, History Center of Olmsted County, 1195 W. Circle Drive SW, Rochester, MN 55902, 507-282-9447, ext. 115. (director@olmstedhistory.com)

A detailed work plan and budget for the National Register nomination of the Hokah City Hall is also enclosed. I will gladly provide more information as necessary. Thanks for your consideration.

Sincerely,



Greg Gaut

Enclosures: 1. Resume of Greg Gaut
2. Proposed Work Schedule and Budget

✓ CC: Rodney Blank, City Administrator, City of Hokah, P. O. Box 311, Hokah, MN 55941

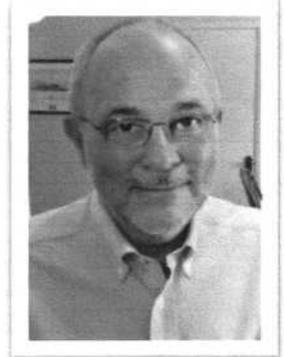
Greg Gaut, historic preservation consultant

673 E. Wabasha St.
Winona, MN 55987

507-452-0536/507-279-7859
GregGaut@gmail.com

Background in history, education and law:

- ✚ Qualified historian under the Secretary of the Interior's standards.
- ✚ Ph.D. in History from the University of Minnesota, Minneapolis.
- ✚ J.D. from William Mitchell College of Law, St. Paul.
- ✚ Tenured member of the history department at Saint Mary's University of Minnesota until 2012.
- ✚ Practiced law in Minneapolis and St. Paul for eight years.



Experience applying preservation principles to real world situations:

- ✚ Chair, *State Review Board for the National Register* at the Minnesota Historical Society since 2006; elected vice-chair in 2008-2012, elected chair in 2013. Participated in the review of more than 80 nominations to the National Register.
- ✚ Member, *Heritage Preservation Commission* of the City of Winona, MN, 2005-2012. Participated in local designation of the downtown historic district and of the National Register nomination of four public schools.
- ✚ Member, *Winona County Historical Society* board of directors, 2001-2005; elected vice president, 2003-2005.
- ✚ Member, *Winona County Historical Society* building committee which oversaw the design and construction of the award-winning addition to its museum, a National Register property.
- ✚ Prepared three successful grant applications to the *National Endowment for the Humanities*, one of which funded planning of an exhibit on the creation and preservation of Winona's built environment.

Recently completed projects:

- ✚ National Register evaluation of a neighborhood school in Duluth, MN.
- ✚ National Register nomination of the Milwaukee Road station in Winona.
- ✚ Local designation of the Abner Hodgins House, a 1891 Queen Anne residence, as a historic landmark protected by Winona's heritage preservation ordinance.
- ✚ Historic Structures Inventory of a vernacular "shotgun" style house in Winona's historic Polish and Bohemian neighborhood.
- ✚ National Register nomination of two Winona State University buildings.
- ✚ National Register evaluation of the Sacred Heart, MN public school.

Work in progress:

- ⌄ Preparing the National Register nomination of the Lumber Exchange Building in Winona.
- ⌄ Assisting Florence Township (Goodhue County, MN) secure funding for the rehabilitation of their 1875 town hall, a National Register property.
- ⌄ Researching a comprehensive bibliography of the cultural, social and environmental history of the Zumbro River watershed funded by a Minnesota Arts and Cultural Legacy Grant awarded to the History Center of Olmsted County and the Zumbro Watershed Partnership.

Publications on architecture and Minnesota history with co-author Marsha Neff:

- ⌄ "Downsizing the Public Realm: The Building and Razing of Winona's Grand Post Office," *Minnesota History* 63 (Summer 2013): 246-259.
- ⌄ Three "Landmarks" columns for *Minnesota History*:
 - United States Post Office, Red Wing, Vol. 63, No 3 (Fall 2012): 87.
 - Pickwick Mill, Pickwick, Vol. 63, No 7 (Fall 2013), forthcoming.
 - St. Stanislaus Polish Catholic Church, Winona, forthcoming.
- ⌄ "Red Stars over Minnesota: The Gorbachevs visit the Twin Cities," *Minnesota History* 61 (Winter 2009): 346-359.
- ⌄ "'Save the Lady' - The Struggle to Save the Winona County Courthouse," *Minnesota History* 59 (Winter 2005/06): 316-334.

Note: This article received the 2008 David Gebhard Award for best article on the built environment from the Minnesota Chapter of the Society of Architectural Historians.

Presentations at the Minnesota Historic Preservation Conference

- ⌄ "Raze or Renovate? Winona County Courthouse Field Workshop." *Minnesota Historic Preservation Conference*, Winona, MN, September 2010.
- ⌄ "The Elusive Big Picture: Preservation in Winona." *Minnesota Historic Preservation Conference*, Carleton College, Northfield, MN, September, 2008.

Hokah City Hall National Register Nomination

Proposed work schedule and budget

Site visit and interviewing (October-November, 2013) \$800

The consultant will meet with Hokah city officials to discuss the plan of work, and then conduct a field survey of Hokah City Hall taking notes on its architecture, changes over time, and its present condition; create site maps; and photograph the property according to Minnesota State Historic Preservation Office and National Register of Historic Places standards. The consultant will also interview personnel who have information about the building and its history.

Research (October-December, 2013) \$1,400

The consultant will research the history of the Hokah City Hall in the context of the development of the city, Houston County, and New Deal construction projects. This work will be conducted on line and on site at the Hokah City Hall, the Hokah Public Library, the Houston County Historical Society, the Minnesota Historical Society's archives, the SHPO, the University of Minnesota library, and other locations where information about New Deal projects may be available.



Preparation of Nomination Form (-January-February, 2014) \$1,400

The consultant will prepare a draft National Register nomination form and all required supporting documents (maps, historic photos, contemporary photos, etc.) according to the appropriate National Park Service bulletins and SHPO guidelines. The consultant will present the draft form to the appropriate body of the city of Hokah, and upon its approval, submit the draft nomination to SHPO for review.

Follow-up (March, 2014):

\$400

As is customary, SHPO will return the draft nomination with requests for revisions. As soon as comments are received from SHPO on the draft report, the necessary revisions will be completed as required. The consultant will insure that SHPO approves the nomination and places it on the agenda of the State Review board. The consultant will also be available to the city for a public presentation on the history of the city hall and on the significance of placing it on the National Register.



TOTAL

\$4,000

*Note: Project budget is based on average hourly rate of \$40.
Hourly rate covers all the consultant's out of pocket
disbursements including office expenses, computer and printer
supplies, photography, photocopying, CDs, postage, and travel.*

Greg Gaut, Historic Preservation Consultant,

GregGaut@gmail.com



stark

preservation
planning llc

October 24, 2013

Barbara Bissen, Library Director
P.O. Bo 503
Hokah, MN 55941

VIA EMAIL: hokahbarb@gmail.com

Re: *Proposal, National Register Nomination for Hokah City Hall
57 Main Street, Hokah, Houston County, Minnesota 55941*

Dear Barbara:

Thank you for asking Stark Preservation Planning LLC to submit a proposal to complete the National Register nomination for the Hokah City Hall. I would be pleased to have the opportunity to contribute to the documentation and recognition of the city's history. Your next step of listing the building on the National Register is an important one for recognizing the significance of the city hall. As you know, by having the property listed it also opens doors to additional granting sources to fund the restoration and preservation of the building. Please accept this letter of interest and proposal for the nomination project.

Qualifications and Experience

I have over a decade of experience in Minnesota and the upper Midwest directing National Register evaluations and nominations. I hold a Master of Arts degree in Historic Preservation Planning from Cornell University, and I meet the Secretary of the Interior's Professional Qualifications Standards for architectural history and history. I have recent experience in completing nominations for individual properties, as well as complex historic districts. In each instance, the nominations have been unanimously and enthusiastically approved by the State Review Board. Recent Minnesota nominations include:

- Long Meadow Bridge, Bloomington (2013)
- Prospect House, Battle Lake (2012)
- Elizabeth C. Quinlan House, Minneapolis (2012)
- Charles Thompson Memorial Hall, St. Paul (2011)
- Chicago, Milwaukee and St. Paul Grade Separation Historic District, Minneapolis (2004)

My previous nominations can be found through a search on the Minnesota Historical Society's web page at <http://nrhp.mnhs.org/NRSearch.cfm>. I can also provide you with copies, if you prefer.

Project Approach

Based on the previous eligibility study and confirmed by the concurrence letter from the State Historic Preservation Office, the Hokah City Hall is eligible for listing in the National Register under Criterion A in the significance areas of Politics/Government and Entertainment/Recreation, as well as Criterion C for its architecture. The period of significance is 1938 to 1956. The existing document does a good job of summarizing the property's history and defining its National Register eligibility. As you know, additional work will be necessary to fully develop this nomination. I note that the study does not reference the statewide historic context for Depression-era federal relief projects. The property should be placed within this historic context.

National Register nominations are exacting documents, requiring extensive research and documentation, and an articulately stated statement of significance. To develop the nomination, I propose the following tasks.

1. Project Initiation

I will review the files of the State Historic Preservation Office to determine if any additional materials, records or references have been recorded on the Hokah City Hall. In addition, I will investigate the recorded files for comparable properties in the state to inform the historic context.

A meeting with the city staff, if desired, will also initiate the project to establish timelines and expectations. This can be combined with an on-site research and survey trip.

2. Research

I will conduct research through a variety of sources to obtain additional information about the history of the school and township and other subjects that may contribute to a statement of significance.

Sources and repositories to investigate may include:

- The Minnesota Historical Society;
- The University of Minnesota library ; and
- Local resources of the city and county.

I request that any research materials identified during the eligibility study also be made available.

3. Survey

I will conduct an on-site survey of the property to document it for the nomination and to inform the building description. Photographs will also be taken at this time meeting all standards of the National Park Service.

4. Nomination

The nomination will be prepared in accordance with *National Register Bulletin 16A: How to Complete the National Register Nomination Form* and with the state's supplemental instructions. The components of the nomination include:

- A narrative description that describes the historic and current physical appearance of the property. It begins with a summary paragraph that describes the general characteristics of the property including location, setting, size, and significant features. The more detailed narrative description identifies contributing and noncontributing resources of the property.
- A statement of significance that includes a justification for the period of significance; a summary statement of significance that identifies and briefly discusses the National Register criterion, the area or areas of significance, the appropriate statewide and local historic contexts; and a narrative statement of significance with a more detailed discussion of the area or areas of significance. This is followed by developmental history/additional historic context information.
- Major bibliographic references cited using the Chicago style manual.
- Geographic data describing acreage, UTM locational references, verbal boundary description, and boundary justification.
- An original 7.5' United States Geological Survey map showing the location of the property and a site sketch map.
- Two sets of print photographs of exterior and significant interior features that follow NPS requirements for size, format, and identification as well as an associated photographic log.
- Two compact discs containing photographs and the nomination.

5. Edits and Revisions

On your behalf, the required copies and documents of the draft nomination will be submitted to National Register Historian, Denis Gardner, at the Minnesota Historical Society. Mr. Gardner will review the draft document and provide comments for revision, as necessary. The document will be revised and submitted to Mr. Gardner in final form.

Costs

The above tasks to prepare a National Register nomination can be completed for a cost of \$4,000.00, including all time and materials.

Thank you again for the opportunity to provide this proposal for this exciting project. Please feel free to contact me with any questions you have. I look forward to hearing from you.

Sincerely,



William E. Stark
Principal

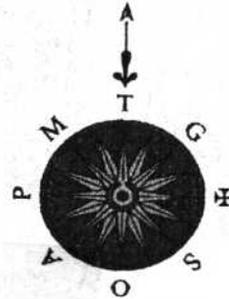
cc: Rodney Blank, rblank@acegroup.com

COPY

Pathfinder CRM, LLC

Cultural Resource Management & Heritage Preservation Consultants

118 E Main Street
PO Box 503
Spring Grove, Minnesota 55974-0503
507-498-3810 800-206-8704 (toll free)
www.pathfindercrm.com



September 27, 2013

Barbara Bissen
Library Director
Hokah Public Library
P.O. Box 503
Hokah, MN 55941

118 East Main Street, P.O. Box 503
Spring Grove, Minnesota 55974
(507) 498-3810 | (800) 206-8704 toll free
www.pathfindercrm.com

Pathfinder CRM, LLC

Cultural Resource Management & Heritage Preservation Planning

Robert C. Vogel

Principal/Historian

rcvogel@pathfindercrm.com

RE: Cost Quotation for Preparation of a National Register of Historic Places
Nomination for the Hokah City Hall

Dear Ms. Bissen:

In response to your letter dated September 22, 2013 I am pleased to present this cost quotation to provide the requested historic preservation services relating to nominating the Hokah City Hall to the National Register of Historic Places.

SCOPE OF SERVICES

The services we propose would explicitly address the historic preservation planning requirements outlined in the Legacy grant application. More specifically, we propose to perform the tasks related to preparation of a National Register nomination as described in the National Register Bulletin, *How to Complete the National Register Registration Form*. The registration form will also meet the Minnesota Historical Society's guidelines for National Register nominations. All consultant work will be carried out in conformance with the Secretary of the Interior's standards for historic preservation projects.

Pathfinder CRM will prepare the required National Register documents and serve as the City's historic preservation consultant throughout the nomination process, including representing the City before the State Review Board when it considers the Hokah City Hall nomination.

COST

Compensation for services will be on an hourly basis in accordance with our firm's standard hourly fee of seventy-five dollars (\$75.00), plus direct expenses. We propose to invoice the City of Hokah on a monthly basis for actual services provided and expenses incurred, up to the total amount budgeted for consultant fees: four thousand dollars (\$4,000.00).

Any hours or expenses in excess of the \$4,000 not-to-exceed fee limit will be donated to the City for use as in-kind grant match.

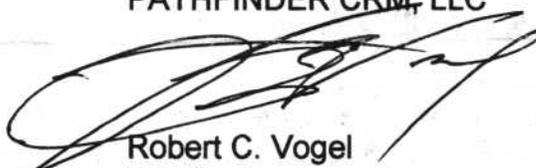
PERSONNEL

Pathfinder CRM will provide a small, multi-disciplined team of highly experienced historic preservation professionals to provide the needed services. The National Register nomination form will be completed by Robert C. Vogel, the firm's Principal and Senior Historian, who will also represent the City when the nomination is presented to the State Review Board. Mr. Vogel has over 35 years experience in historic preservation, has worked on scores of National Register nominations, and meets the Secretary of the Interior's professional qualifications standards in both History and Architectural History. He will be assisted by our associate Architects and Architectural Historians (all of whom meet the Secretary of the Interior's professional qualifications in their respective disciplines) as needed.

It has been several years since we prepared the original survey and evaluation of National Register eligibility for the Hokah City Hall and we look forward to completing the registration process as the city's consultant. I thank you for giving us the opportunity to work with you again.

Very truly yours,

PATHFINDER CRM, LLC



Robert C. Vogel
Principal

cc: Rodney Blank, City Administrator