AGENDA ITEM or FINAL CONTRACT REVIEW SUBMITTAL FORM

Agenda Item: Acknowledgment of County Manager Signature; Histor

Action Requested: County Manager Signature

Parties to the Agreement: Board of County Commissioners and History Colorado State Historical Fund

Term Begins: **Term Ends:** **Grant Contract #:** 2017-01-021

Summary:

Attached please find letters of acceptance and conditions from the CSHF for the grant award of funds for the Ohio City Town Hall, Phase 2 Rehabilitation Project.

Fiscal Impact: $30,000

Submitted by: Office of the County Attorney **Submitter's Email Address:** rmagruder@gunnisoncounty.org

Finance Review: (●) Required ( ) Not Required

Comments:
No concerns, total cost of project included in 2017 proposed budget document.

Reviewed by: GUNCOUNTY1\lNienhueser Discharge Date: 10/5/2016

County Attorney Review: (●) Required ( ) Not Required

Comments:
ok db 10/4/16

Reveiwed by: Discharge Date: 10/4/2016 Certificate of Insurance Required Yes ( ) No (●)

County Manager Review:

Comments:

Reveiwed by: GUNCOUNTY1\mbirnie Discharge Date: 10/6/2016

(●) Consent Agenda ( ) Regular Agenda ( ) Worksession Time Allotted: 0

Agenda Date: 10/18/2016

Revised April 2015

HISTORY Colorado

August 3, 2016

Ms. Rachel Magruder
Paralegal
~~Gunnison County Historical Preservation Commission~~
200 East Virginia
Gunnison, CO 81230

Dear Ms. Magruder:

History Colorado has completed its review of grant applications (less than $35,000) submitted to the State Historical Fund for the April 1, 2016 deadline. We are pleased to announce that a State Historical Fund grant of $97,427 has been awarded to your project for Interior and Exterior Rehabilitation of the Ohio City Town Hall. Congratulations!

Enclosed is a packet of information that will assist you as you move forward with your project, including business cards for the Historic Preservation Specialist and Grant Contracts Specialist assigned to your project. Also in this packet you will find a letter from your Grant Contracts Specialist outlining information needed from you in order to begin the grant contracting process. Please note that work cannot begin until a grant contract has been fully executed. After executing the contract, you should discuss the project with your assigned Historic Preservation Specialist before beginning work.

As a condition of the receipt of this grant, Gunnison County Historical Preservation Commission and the property owner (if different from grant recipient) will be required to allow the State Historical Fund staff via the grant award contract to record a 20-year covenant on the site; even if there is an existing covenant on the site. In order to acknowledge this condition, the Gunnison County Historical Preservation Commission and the property owner must sign this letter with original signatures and dates, and return the signed letter with original signatures to our offices within 60 days, or your grant award may be rescinded. For additional information on the covenant requirement, please refer to the enclosed information sheet.

If your project requires any approval by a federal or state agency, a federal or state agency license, or is receiving any type of federal or state agency funding, please contact History Colorado's Intergovernmental Services Director, Amy Pallante at (303) 866-4678 to determine if any consultation is needed pursuant to the State Register Act or Section 106 of the National Historic Preservation Act.

Please note that the State Historical Fund takes very seriously the issue of conflict of interest in regards to our grant projects. Please refer to our Handbook as well as the enclosed Grant Manual for an explanation of what constitutes a conflict of interest so that you may be sure to avoid it during your project.

If you don't already have an active email address, you are required to obtain one and monitor it regularly for grant management purposes. Please notify SHF contracts staff (shfcontracts@state.co.us include project # provided below) of any changes to your contact information from the information provided in the application.

Congratulations again on receiving this State Historical Fund award. We look forward to getting your project under contract and on its way to successful completion. If you have any questions about the grant award, please do not hesitate to contact Cynthia D. Nieb, Director, History Colorado, State Historical Fund at (303) 866-2809.

Sincerely,

Cynthia D. Nieb
Director
History Colorado State Historical Fund

NA		10-05-16	
Gunnison County Historical Preservation Commission	Date	Property Owner	Date

Project #: 17-01-021
Funded
71975632-f0a5-4640-ba36-a1c20d8066d7.doc

HISTORY Colorado

August 3, 2016

Ms. Rachel Magruder
Paralegal
~~Gunnison County Historical Preservation Commission~~
200 East Virginia
Gunnison, CO 81230

Re: Project #2017-01-021
Interior and Exterior Rehabilitation of Ohio City Town Hall

Dear Ms. Magruder:

As the grant recipient, you will enter a State of Colorado contract for the grant awarded. Your organization will therefore become a state contractor. As such, there are conditions associated with a State Historical Fund grant.

1. Please read all statements below and **initial** each statement. **Check marks will not be accepted**
2. Obtain the signature of the appropriate authorized officer for your organization.
3. Write in the date the letter was signed by the appropriate authorized officer.
4. Print the name and title of the appropriate authorized officer.

I understand and agree with the following conditions associated with State Historical Fund grants (initial each in blue ink):

NB I understand my organization will enter into a contract with the State Historical Fund (SHF). My organization will be responsible for meeting the terms of the contract. My organization cannot "pass through" fiscal or project responsibility to another organization. (See Grant Manual pg 7)

NB I understand that SHF contracts contain non-negotiable terms, and it is my responsibility to review the SHF grant templates (found online at http://www.historycolorado.org/grants/state-historical-fund-grants) prior to going under contract to assure that my organization is willing to go under contract with those terms.

NB I understand that once under contract, I will work in partnership with the State Historical Fund to meet the Secretary of the Interior's Standards. I will comply with review expectations and refrain from carrying out work until I have the approval of SHF historic preservation specialist to proceed. (See Grant Manual pg 18)

NB I understand the proposed cash match must be available before my organization signs the SHF contract. (See Grant Manual pg 10)

NB I understand SHF funds will only pay for work taking place within the SHF contract period. (See Grant Manual pg 14)

NB I understand SHF will require documentation of grant administration expenditures, including time sheets and rates. (See Grant Manual pg 40)

NB I understand the reported expenses must be associated with one of the task items in the SHF Contract Exhibit B: Project Budget. I am not allowed to collapse task items under one category. (See Grant Manual pg 26)

NB I understand project cost savings will be shared with SHF. (See Grant Manual pg 38)

HISTORY Colorado

MB I understand my organization cannot use funds in a manner that may result in an actual or perceived conflict of interest. (See Grant Manual pg 49)

MB I understand property restrictions, if applicable, mentioned in my award letter. For architectural survey projects, I will adhere to the current Colorado Cultural Resource Manual. (See Grant Manual pg 30 & pg 6)

MB I understand that my performance as a state contractor will be evaluated and made available to the public. (See Grant Manual pg 42)

MB I understand that indirect costs need to be justified at the time of request for reimbursement. I am encouraged to use the SHF Indirect Cost Worksheet (found online at http://www.historycolorado.org/grants/application-forms) for planning purposes. (See Grant Manual pg 39)

MB I understand that state regulations requires me to certify that my organization carries Worker's Compensation, Employer's Liability, General Liability, and Automobile Insurance, if applicable. (See Grant Manual pg 11)

MB I understand that I must provide proof that my organization is not employing or contracting any illegal aliens. (See Grant Manual pg 51)

MB I understand that my organization is solely responsible for determining if my cash match resources are eligible for use with SHF grant programs.

Please be advised the State Historical Fund processes contracts in the order the required information is received. If you have any questions or need any additional information, please contact our office.

Sincerely,

Korbin Pugh
State Historical Fund

~~Gunnison County Historical Preservation Commission~~

Grant Recipient Organization

Signature of Authorized Officer Date

Print Name of Authorized Officer

Board of County Commissioners of the County of Gunnison, Colorado

Legal Owner (if different)

10-05-16

Signature of Legal Owner Date

Matthew Birnie, Gunnison County Manager

Print Name of Authorized Officer

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Acknowledgement of Award Conditions Letter