Office of the Gunnison County Attorney
Rachel Magruder, Paralegal

MEMORANDUM

TO: Paula Swenson
Phil Chamberland
Jonathan Houck
Matthew Birnie

FROM: Marlene Crosby
Rachel Magruder

RE: Foundation Stabilization and Historic Rehabilitation of the Ohio City Town Hall; Colorado Historical Society, State Historical Fund April 1, 2013 Grant Opportunity

DATE: March 13, 2013

This memo serves to inform you of the intended scope of work, components, amount of funds being requested and required cash match proposed for the competitive grant application to be submitted to the Colorado Historic Society, State Historical Fund for Phase 1 of the Ohio City Town Hall Foundation Stabilization and Historic Rehabilitation Project. It is also to provide Jonathan some history of this project and to receive confirmation to proceed.

A. History.

The Ohio City Town Hall was built in 1906 and it is a treasured landmark of the Quartz Creek Valley community. The building has been leased to the Quartz Creek Improvements Association for many, many years. It has been used as a community meeting place for potlucks, fundraisers, cultural events and private celebrations. In 2009 the lease with the Quartz Creek Improvements Association was not renewed because of concern of possible structural problems with the building. Specifically, the structural integrity of the north wall was questionable as it moved when pressed upon.

Gunnison County determined that an assessment of the building was necessary and pursued a grant opportunity through the Colorado Historical Society, State Historical Fund for funding of a Historic Structure Assessment. Gunnison County received a grant award in the amount of $15,000 and hired Humphries Poli who provided an architect and engineer to conduct that assessment. Humphries Poli

provided assurance that the building was safe to inhabit and continue use. The Historic Structure Assessment was finalized February 10, 2011.

The Historic Structure Assessment identified two phases of work for stabilization and rehabilitation of the building. The scope of work for Phase I addresses public health, safety and welfare concerns. The scope of work for Phase II addresses historic preservation concerns which are more aesthetic items.

On April 1, 2011, Gunnison County submitted a competitive grant application to the State Historical Fund requesting funds to complete the scope of work for Phase 1 and design plans for both phases. On August 1, 2011, we were informed that we were not successful in being awarded this grant. We understand that there were a few reasons why we were not successful. The first being that the State Capital renovation project ran over budget by a three to four million dollars which resulted in a significant reduction in competitive grant projects being funded. Another was that we did not have specific design plans, though we were encouraged to apply for funds for plans to be created, it put Gunnison County at a disadvantage. Also, there did not appear to be a commitment to current and future maintenance and preservation of the building.

On April 19, 2012 Gunnison County and the Quartz Creek Improvement Association signed an Addendum to the current lease agreement which identified each party's responsibilities for certain maintenance tasks, repairs and improvements.

On April11, 2012, Gunnison County retained the services of Ben White Architecture with the assistance of Resource Engineering Group, both local companies, to prepare design plans, methodologies and cost estimates for both Phases 1 and 2 stabilization and rehabiliation work.

The architect, Ben White, as a result of his interest, dedication and pride of work, went above and beyond the scope of work and exceeded all expectations. He did a stellar job and it was pleasure working with him.

Attached to this memo please find the following submittals by Ben White Architecture:

1. Design plans and specifications titled "Foundation Stabilization & Historic rehabilitation for the Ohio City Town Hall", dated December 11, 2012; and

2. Project Manual, dated December 11, 2012;

3. Opinion of Construction Costs, dated December 11, 2012.

B. Improvements Addressed.

1. Foundation. Ben White, with on site assistance and consultation of Dodson Harper, Engineer from Resource Engineering Group, and the attendance of Archeologist, Jaclyn Mullen during exploration excavation, it was discovered that the foundational sills on three sides of the building have rotted not just a portion of the north foundation sill.

Different techniques were considered as how to preserve and stabilize the building. Additional on site consultation was provided by Bob Fulton, of Back Again Restorations, L.L.C, who in recent years stabilized and renovated the Pitkin Town Hall and the Pitkin Church, along with a representative of a Pueblo company that specializes in raising buildings. Ultimately, it was concluded that the only way to ensure preservation and permanent stabilization of the building and to resolve further drainage issues, would be to raise the building and rebuild the foundation.

2. Interior Center Ceiling Poles. Though not addressed in the Historic Structure Assessment, we recognized that the interior center ceiling poles, which were installed at the time the new roof was constructed, deter and hinder use of the building. It was discovered that these poles stabilized the interior ceiling but not the roof itself. Reinforcement of the ceiling to the rafters would provide better stabilization of ceiling while also allowing for sustaining an increase of the snow load for the roof. By removing these poles, use of the building can be expanded and be reverted to its historic floor plan.

3. Entrance Deck, Underground Access, Handicapped Ramp, Western Door Landing. By raising the building and with some additional excavating, extra height space will be gained in front of the southern underground access. This will allow the front deck to be extended to the eastern edge of the building which we believe will be beneficial, conform with and enhance the front. By rebuilding the southern access door with the addition of hinges and such, it would be more secure (from unwanted varmints, especially skunks), provide protection from the elements and be far easier to access. Additional steps along the front entrance deck have been incorporated to match the grade and make it easier to access the building. Hand rails have also been added for public health, safety and welfare and for easier accessibility generally.

The railed handicapped ramp will be extended to adjust with the new elevation of the building and for code compliance. Rather than having a light above the front door, a street light is proposed to be installed where it will reflect light not only on the entrance, but also on the handicapped ramp and will not deter from the historic quality of the building.

A western door landing with handrails has been added again, in consideration of public health, safety and welfare and incorporates a grate in consideration of ice accumulation.

4. Electric Distribution System, Lighting and Fans. A new electric distribution system is proposed that will be installed within the walls, be code compliant, provide for additional lighting, exit signs, smoke and carbon monoxide detectors, emergency lighting and extension of outlets. The light fixtures and fans selected are renovated styles from the era the building was constructed. Also, included is fundamental stage lighting.

5. Doors and Windows. The replacement of the front entrance door will include reinstalling the original transom. It is believed that the side entrance door is original and rebuilding that door would be according to the U.S. Department of Interior Standards. The side windows will be rebuilt, restored and replaced.

6. Flooring. The design plans include repair, removal of unauthentic flooring and restoration to its original state.

7. Stage. Proposed renovations to the stage are rebuilding the steps and adding railings, finishing the front edge of the stage with a trim piece, restoring stage flooring and installing an access door underneath the stage for storage purposes.

8. Wood Stove. It came to our attention during the stove pipe cleaning that the fire proof area under and around the floor of the stove needed to be expanded for code compliance. This improvement along with extension of further fire safe materials to the back wall behind the stove were incorporated into the design plans.

9. Exterior and Interior Metal Tiles. Some replacement, refurbishment and rearrangement of the exterior and interior metal tiles are addressed.

C. Phased Scope of Work. Phasing is based upon the primary need to first address the foundation stabilization of the building and installation of improvements that are necessary and advantageous during the stabilization and those improvements which are more ascetic and may be accomplished thereafter.

1. The scope of work for Phase I is to include:

a. Foundation stabilization by raising the building and reconstructing the foundation.

b. Rebuilding the front deck, handicapped ramp and western door landing to provide accessibility to the building.

c. Removal of interior center ceiling poles and reinforcement of ceiling to rafters. Addressing this in Phase 1 would allow all structural improvements to be accomplished.

d. Electrical Distribution System. Having the building raised will provide an opportunity for easier accessibility for installation of the electrical distribution system by allowing wire to be installed within the walls and would also seem appropriate to accomplish all electric improvements at the same time.

2. The scope of work for Phase II is to include:

a. Window and door rehabilitation. This is a historic, ascetic improvement and thereby proposed for the second phase.

b. Wood floor rehabilitation. This is a historic, ascetic improvement and thereby proposed for the second phase.

c. Installation of wood stove floor and wall tile. Though this improvement is important for public health, safety and welfare and for code compliance, we believe it would be appropriate to be accomplish this task in conjunction with the rehabilitation of the wood floor and that a temporary extension of flooring around the wood stove be provided in the interim.

d. Stage renovations. We believe it would be appropriate for stage renovations to be accomplished in conjunction with the rehabilitation of the wood floor.

e. Exterior metal tile siding rehabilitation. This is a historic, ascetic improvement and thereby proposed for the second phase.

f. Interior metal tile rehabilitation. This is a historic, ascetic improvement and thereby proposed for the second phase.

D Colorado Historical Society, State Historical Fund, Acquisition and Development Grant.

The Colorado Historical Society, State Historical Fund offers an Acquisition and Development Grant for projects that involve excavation, stabilization, restoration, rehabilitation, reconstruction, or acquisition of designated property or site. This grant is a highly competitive grant that requires a minimum cash match of no less than 25% though in kind contributions are considered.

The deadline for an Acquisition and Development Grant application is April 1, 2013. The Colorado Historical Society usually offers two annual grant cycles, April 1st and October 1st, however given the current economic climate they are now only guaranteeing an April 1st grant opportunity for competitive grants, which are funding requests greater than $35,000.

The proposed grant application will request funds for Phase 1 improvements to include:

1.	Foundation Stabilization	$110,472.21
2.	Electrical Distribution	$ 23,495.21
3.	Interior Structural Rehabilitation	$ 23,810.45
	Total Requesting of Funds:	$157,777.87

Please see Opinion of Construction Costs, dated December 11, 2012. These numbers are approximate and will be confirmed.

Gunnison County's proposed cash match for this grant would be no less than approximately $39,444.47 though a higher percentage match is preferably for competitiveness.

E. Attributes of the Project. Should this project be pursued there are many beneficial attributes to be contemplated including but not limited to:

1. Preservation of a Historical Structure.

2. Expanding the use of the building by providing a safe, open floor, performance capable, aesthetically pleasing place.

3. Acquiring outside funds to support local contractors. (As much as possible - raising the building will require expertise that may not be provided locally.)

4. Perhaps providing a forum for education by offering internships for those wanting to learn, acquire or further their historic preservation techniques. There are schools specializing in historic preservation and renovation that may have interested students. Also, volunteer preservation specialists and perhaps local workers may be interested.

5. Enhancing community spirit and fellowship.

F. Community Support. In support of this endeavor, the Quartz Creek Improvement Association has committed by motion of the QCIA Board to:

1. Raise as much money as they can for the cash match for Phase II;

2. Volunteer for appropriate construction tasks for the project;

3. If needed, provide room and board for any possible interns at QCIA member's homes.

It is anticipated that a letter of intent by QCIA will memorialize these commitments and be submitted with the grant application.

G. Confirmation to Proceed. May we ask for confirmation to proceed based upon the scope of work, components, amount of funds being requested and required cash match proposed and identified herein for the competitive grant application to be submitted to the Colorado Historic Society, State Historical Fund for Phase 1 of the Ohio City Town Hall Foundation Stabilization and Historic Rehabilitation Project. If we are to proceed, may we also please ask for authorization for Matthew's signature on the grant application due April 1, 2013.

Thank you.