

DEADWOOD

"The Historic City of the Black Hills"
Deadwood, South Dakota 57732

OFFICE OF
PLANNING, ZONING
AND HISTORIC PRESERVATION
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DEADWOOD CITY HALL
102 Sherman Street
Telephone (605) 578-2600

March 5, 2007

Mr. Mark Anderson
Little Spearfish Conservation & Preservation Assoc.
14095 Sturgis Road
Piedmont, SD 57769

RE: *Log House Preservation Project – 2007 Outside-of-Deadwood Grant*

Dear Mr. Anderson:

It is a pleasure to inform you that Little Spearfish Conservation and Historic Preservation Association's application for an Outside of Deadwood grant has been approved by the Deadwood Historic Preservation Commission on February 28, 2007. We have allocated \$12,500.00 to match local funds to help support the Log House preservation project.

Each year the Deadwood Historic Preservation Commission awards up to \$250,000 for projects outside Deadwood and within the State of South Dakota that have a demonstrated relationship with Deadwood's history.

The Deadwood Historic Preservation Commission is very supportive of your worthwhile preservation activity. It was selected from among a large number of qualified applicants competing for a limited amount of funds. We hope this letter of support and financial commitment will assist your organization in raising any additional funds needed for this historic preservation activity.

Acceptance of this grant is indication of your willingness to conduct your project in conformance with the following special conditions:

1. **Required Match.** This grant must be matched with other funding on a one-to one basis. Evidence of the match must be submitted in the final report required in Paragraph 9.
2. **Deadwood Concurrence with Consultant/Contractor Selection.** The Deadwood Historic Preservation Office must concur with your selection of consultants and/or contractors for this project. If you wish to change consultants/contractors, new approval must be obtained from the Deadwood Historic Preservation Office.
3. **Competitive Procurement Process.** You agree that all procurement of goods and services shall be conducted in a manner that provides maximum open and free competition. When procurement exceeds \$10,000, you must seek at least three (3) competitive bids or quotes. (This

applies to any procurement greater than \$10,000 that is part of this grant-assisted project, whether financed through Deadwood funds or through the matching funds that make up the rest of the project's approved budget.) Although it is not always necessary to select the lowest bid, an explanation for the selection must be documented, which should be retained in your files and made available to Deadwood upon request. You should also maintain procedures to ensure that procurement of goods and services, including consultant services, do not present a conflict of interest. This requirement may be waived under special circumstances with a written request and approval by the Deadwood Historic Preservation Commission.

4. **Retention of Records.** You must maintain auditable records of all expenditures under this grant for three (3) years after completion of this grant-assisted project.
5. **Planning for Preservation Work.** Any documents or plans for preservation work that result from the project must conform to the Secretary of the Interior's *Standards for the Treatment of Historic Properties*, as appropriate.
6. **Publicity and Acknowledgement of Grant Assistance.** For your assistance, we enclose a sample press release format for use in publicizing the grant. The Deadwood Historic Preservation Commission must be listed as a supporter in any printed material and publicity releases. Should material emanating from this preservation activity be published for distribution, appropriate acknowledgement of the Deadwood's participation should be given using the following statement:

**"This project has been funded in part by a grant from
City of Deadwood and the Deadwood Historic
Preservation Commission."**
7. **Project End Date.** The time limit for completing your grant-assisted project will be **one year**, commencing from the date of this executed agreement with the Deadwood Historic Preservation Commission. Should any problems arise, a written request for an extension of the project must be submitted to our office for consideration within 10 days of the project end date.
8. **Final Report.** Within thirty (30) days of the project end date, you agree to submit to the Deadwood Historic Preservation Commission, two copies

of a final report and financial accounting on the use of the grant, as well as two complete copies of materials originating from the grant.

9. **The Requirement of Return of Funds.** The Deadwood Historic Preservation Commission shall require that you forfeit the grant funds, in the event that you: (1) fail to complete the project as described in your application; (2) fail to complete the project within one year of this agreement; (3) fail to obtain written approval from the Deadwood Historic Preservation Commission prior to making a material change to the project; (4) fail to match the grant funds on a dollar-for-dollar cash basis; or, (5) fail to submit the final report within 30 days of the project end date.

We would like to arrange a check presentation at the project site with your organization as soon as possible. If we do not hear from you by April 1, 2007 the funds obligated for the project will be returned for other Deadwood Historic Preservation Commission programs.

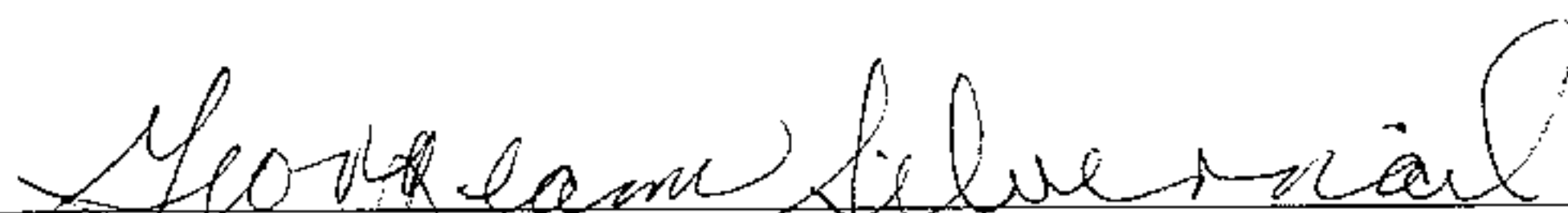
Please sign and return the original of this letter to my office by April 1, 2007 as your acceptance of this agreement. **(The enclosed copy is for your records.)** By doing this you acknowledge that these grant funds will be used expressly for the purposes described in your grant application and are subject to the conditions contained in this letter of agreement.

Please contact feel free to contact this office for additional assistance. We are pleased to assist in your preservation project and trust that this grant will prove valuable to your effort.

Sincerely,



Kevin Kuchenbecker
Historic Preservation Officer


 _____ 3/7/07
 City of Deadwood Mayor Date


 _____ 3/7/07
 Deadwood Historic Preservation Commission Chair Date

 Recipient Organization Representative Date

 Title