

EXHIBIT A
SCOPE OF WORK & BUDGET
CITY OF SAVANNAH
CITY-WIDE HISTORIC RESOURCES SURVEY, PHASE 2
SAVANNAH VICTORIAN HISTORIC DISTRICT

SCOPE OF WORK

The RECIPIENT will conduct a comprehensive historic resources survey of an estimated 550 parcels (or as many as *funds will allow*), which will include buildings, structures, sites, and objects, constructed before 1976 and located within the boundaries of the National Register-listed Savannah Victorian Historic District shown on the map attached to this contract as **Exhibit B**.

All project work shall conform to the Secretary of the Interior's *Standards for Archaeology and Historic Preservation*, which include the *Standards for Evaluation, Identification, and Registration*. The project work will be prepared in accordance to (a) *National Register Bulletin: Guidelines for Local Surveys: A Basis for Preservation Planning*; (b) the Historic Preservation Division's guidance materials for identifying and documenting Georgia's historic resources, including the "Georgia Historic Resources Manual, May 2016" and "Tips for Using GNAHRGIS as part of a Georgia Historic Resources Survey," available online; and (c) the DEPARTMENT'S Georgia's Natural, Archaeological, and Historic Resources Geographic Information System (GNAHRGIS) web-based GIS database.

The RECIPIENT will ensure that the consultant(s) meets professional requirements according to the Secretary of the Interior's Professional Qualification Standards (36 CFR Part 61) and possesses the following:

1. A thorough knowledge of and familiarity with American architectural history;
2. Demonstrated experience in researching and describing historic resources, conducting architectural surveys, and writing historic contexts;
3. A thorough knowledge of and familiarity with identifying and evaluating Georgia's historic resources including architectural styles and types, the GNAHRGIS database, and survey procedures;
4. Demonstrated writing skills; and
5. Experience with digital photography.

The RECIPIENT will ensure that consultant(s) is familiar with data categories and procedures for the GNAHRGIS system.

The RECIPIENT will ensure that all survey data and digital photographs are entered in the GNAHRGIS online database within the contract period. All data groups in GNAHRGIS will be completed for each resource surveyed and a minimum of two (2) digital photographs per resource will be uploaded. Resource information is entered and stored via the GNAHRGIS website. Printed (hard copy) resource "forms" are not required and are not reimbursable as part of this grant.

The RECIPIENT will provide a survey area map delineating surveyed parcels. The map will indicate the survey area boundary, any relevant local or National Register of Historic Places-listed historic district

boundaries, ALL addresses, legal parcels, and ALL street names, and be at a scale of 1" = 200'. The map will include a key explaining boundaries.

The RECIPIENT will provide five (5) final copies and two (2) electronic CD/DVDs of the survey report, and the survey map, to the DEPARTMENT within the contract period.

The survey report is to include at a minimum:

1. **Executive summary**, which includes the total number of surveyed resources;
2. **Project description**, including how the survey was funded, who sponsored the survey, the name of the surveyor, and a general description of the survey area, including a clear statement and justification of the boundaries of the Phase One area surveyed, and the total number of surveyed resources for Phase One;
3. **Summary of previous preservation projects**, including previous survey efforts, local designations, National Register listings, and other historic preservation planning efforts;
4. **Developmental history**: a brief written account of how the area developed over time and how it reflects distinctive aspects of Georgia's history;
5. **Survey methodology**, including the fieldwork techniques and research methods employed while conducting the survey, references to previous surveys, and any re-survey completed as part of this project;
6. **Recommendations for future preservation activities**, including: potential updates and/or amendments to existing National Register historic district listings, as applicable; designation recommendations for potential local historic districts, as applicable; and potential economic development, heritage tourism, and other preservation planning activities;
7. **Survey results and architectural analysis**, including the total number of surveyed resources divided into appropriate categories, a table listing the main building types and main architectural styles as identified in GNAHRGIS, as well as narrative defining these, local architectural character, some general observations (such as integrity and condition of resources, character-defining features, and apparent developmental trends), and local landmarks and eccentricities;
8. **Appendix 1**: table listing all GNAHRGIS ID numbers associated with the survey paired with the address of the resource that each GNAHRGIS ID number represents.
9. **Appendix 2**: A survey map that delineates the survey area; existing local historic district and National Register-listed district boundaries and potential updates and/or amendments to these existing district boundaries; (this map will be integrated within the report, in addition to the separate 1"=200' map discussed above).

All project development by the RECIPIENT shall be reviewed by the DEPARTMENT. The review process includes reviewing and approving consultant selection, the consultant contract, GNAHRGIS data, first draft of the survey report and map, subsequent drafts of the survey report and map, final draft of the survey report and map, and other materials determined necessary during project development.

Prior to review by the DEPARTMENT, the RECIPIENT shall review drafts of the survey report and map. If the RECIPIENT wishes to review draft GNAHRGIS survey data, the RECIPIENT shall ensure that the consultant provides access to this draft data.

The RECIPIENT will complete project work by the following due dates.

November 1, 2016 Approximately 25% of surveyed resource data entered into GNAHRGIS

January 1, 2017 Approximately 50% of surveyed resource data entered into GNAHRGIS

March 1, 2017 Approximately 75% of surveyed resource data entered into GNAHRGIS

April 1, 2017 First Draft of Survey Report submitted in hard copy (1 unbound copy) or electronic format (MS Word) and map to the DEPARTMENT for review and comment

June 1, 2017 Second Draft of Survey Report submitted in hard copy format to the DEPARTMENT for review and comment, as necessary
Final version of one (1) set of survey map(s) submitted for approval by the DEPARTMENT

August 15, 2017 Final Survey Report submitted to the DEPARTMENT in hard copy format five (5) copies and two (2) electronic CD/DVDs
Final Survey Map Submitted to the DEPARTMENT (1 copy)
All GNAHRGIS data and digital photographs for each resource completed

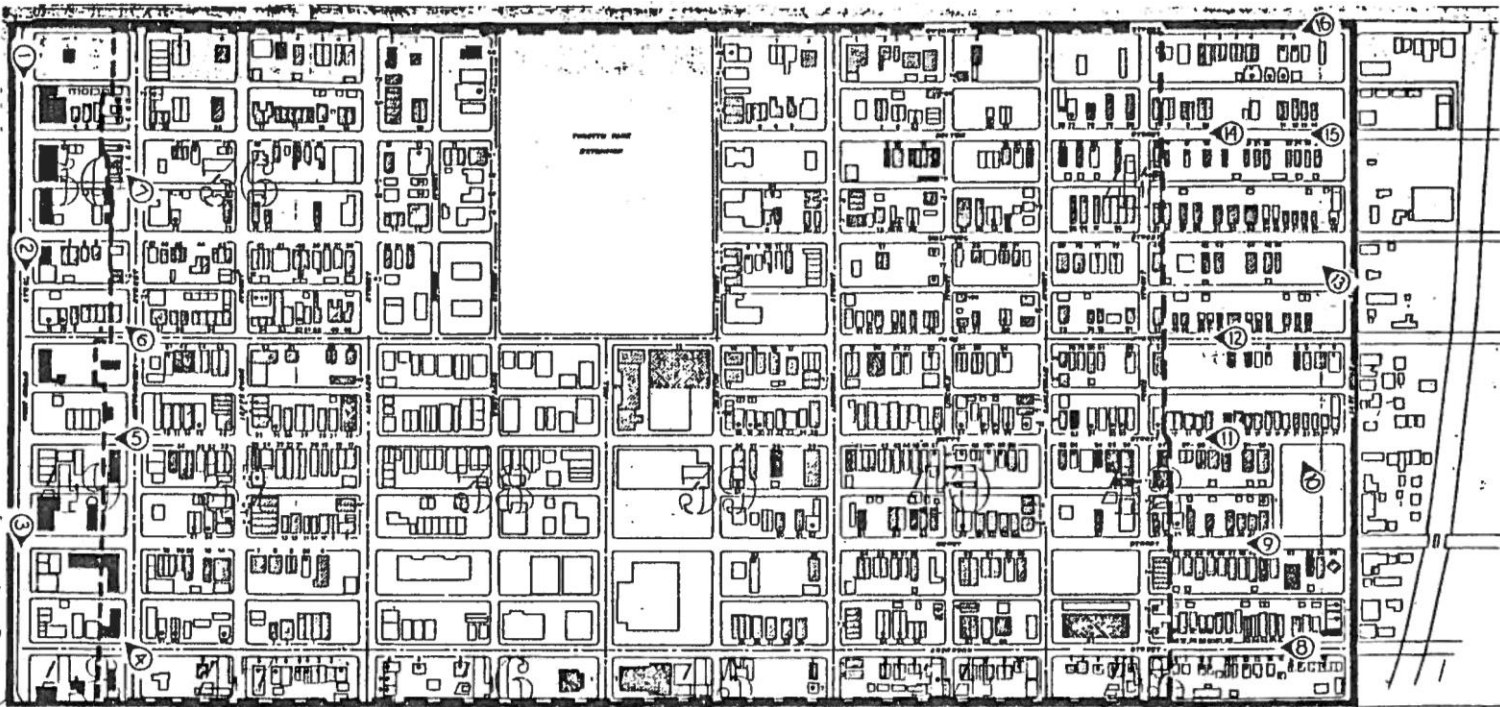
BUDGET

FEDERAL SHARE	\$10,000.00
MATCHING SHARE	<u>6,666.00</u>
TOTAL PROJECT COST	\$16,666.00

EXHIBIT B
MAP
CITY OF SAVANNAH
CITY-WIDE HISTORIC RESOURCES SURVEY, PHASE 2
SAVANNAH VICTORIAN HISTORIC DISTRICT

Map delineating boundaries of the National Register-listed Savannah Victorian Historic District for FFY206 HPF grant-funded Phase 2 historic resources survey for the City of Savannah.

If funds allow for survey of additional resources outside of these boundaries, the consultant and the RECIPIENT (City of Savannah) should work with the DEPARTMENT (HPD) to define additional survey area boundaries in a systematic manner.



Boundary described in the
Grossman-Victorian District
Grossman, Chatham Co., Ga.

Amended boundary
of district

Original boundary
of district

Photograph and
direction of view

Intersecting

Based on Victorian District Map
by Grossman-Chatham County
Metropolitan Planning
Commission (1978)
updated by field survey (1980)



EXHIBIT C
NOTE ON RESURVEY OF RESOURCES
CITY OF SAVANNAH
CITY-WIDE HISTORIC RESOURCES SURVEY, PHASE 2
SAVANNAH VICTORIAN HISTORIC DISTRICT

Please include the following language in the Request for Proposal, as budgeting for resurvey of resources can impact cost and time allowances:

In 1980, the Savannah Victorian Historic District was surveyed, and resources documented through this survey were later entered into GNAHRGIS. Therefore, the FFY2016 City of Savannah, Phase 2 survey will have a high number of resurveyed resources. This means the surveyor will need to identify previously-surveyed points in GNAHRGIS and link new survey data (or resurveyed resources) to the previous entry to avoid duplicate entries for the same resource.

The surveyor will need to find the previous point or GNAHRGIS ID number via an address search, by locating the resource geographically using the GNAHRGIS map, or by using the exported GNAHRGIS data provided by the Historic Preservation Division.

The process for resurvey is discussed in detail in the GNAHRGIS Quick Tips document provided by the Historic Preservation Division and also demonstrated in the GNAHRGIS website's GNAHRGIS Editing Basics – Webinar, accessed here:
https://www.itos.uga.edu/nahrgis/moreinfo_training.html.

Please be sure to account for this process in determining time and budget allowances for this survey.

As always, please don't hesitate to ask HPD staff if you have additional questions regarding GNAHRGIS.

EXHIBIT D
NOTE ON SURVEY OF OUTBUILDINGS AND SECONDARY RESOURCES
CITY OF SAVANNAH
CITY-WIDE HISTORIC RESOURCES SURVEY, PHASE 2
SAVANNAH VICTORIAN HISTORIC DISTRICT

Please include the following language in the Request for Proposal, as budgeting for survey of outbuildings and secondary resources could impact cost and time allowances:

Substantial outbuildings and secondary resources, such as carriage houses, within the Savannah Victorian Historic District should be included in this survey. These types of resources will generally be included in the GNAHRGIS entry for the main building on a parcel. They will be added under the data group “Outbuildings/Secondary-Auxiliary Buildings,” and can either be identified as “Historic Outbuildings observed, noted here” or “Historic Outbuildings observed, recorded here” depending on the amount of information available on the outbuilding and its visibility from the street or lane. At least one photograph of each outbuilding should be included in the GNAHRGIS entry, as possible.