

January 15, 2021

Steve Johnson
Winneshiek County Historic Preservation Commission
201 West Main Street
Decorah, IA 52101

Re: Proposal for a Reconnaissance Survey of Mill Sites in Winneshiek County, Iowa

Dear Mr. Johnson:

This letter is in response to your request for a cost proposal to conduct a reconnaissance level survey of historic mill sites in Winneshiek County, Iowa. Included as part of this project are the tangible products to be delivered upon completion as outlined below:

- 1) A reconnaissance survey report prepared and completed in coordination with the Winneshiek County Historic Preservation Commission (WCHPC)
 - a) This survey will incorporate approximately 50 known mill locations and associated water power structures within the county as provided by the WCHPC. This will be supplemented by archival research of available historic plat maps and other historic records, as well as consultation with current USGS Quadrangle Maps and the I-Sites Online GIS and Database for Iowa Archeology
 - b) Reconnaissance level survey will include field visitations to each mill site, identification of existing structure(s) and associated features (i.e., millrace), photography to document current conditions of the property, recording coordinates utilizing a hand-held GPS, and landowner consultation. Additionally, for those locations lacking readily identifiable features, a brief geomorphological assessment will be conducted for the purposes of evaluating landform potential for containing historic mill-related features
 - c) The reconnaissance survey report will be prepared in a similar format as the “Winneshiek County Schoolhouses” and “Winneshiek County Stone Structures” reports. This will include, but is not limited to, a brief historical context of mills in the county, historic names and locations of the properties, dates of construction and/or occupation, detailed maps and aerial photographs, and other relevant historical information
- 2) Completion of Iowa Archeological Site Forms for those mill sites that are currently undocumented with the state. The site forms will not be included in the publicly distributed report.

- 3) Preparation of a 30-minute PowerPoint presentation detailing the report and discussing the survey results, which will be shared during the final meeting and utilized for public outreach
- 4) Submittal of the final survey report to the WCHPC in both print form and digitally, including 3 hard (paper) copies and 50 copies provided on CDs for public redistribution by the WCHPC

Our proposed not-to-exceed cost for this reconnaissance survey is \$3,995.00. Our proposed cost includes the fieldwork, data review, analyses, report preparation, and all other items outlined above. Not included in this cost proposal is our general administration overhead costs at 85%, as well as any additional labor required to complete the survey, which will be incurred by BCA as part of an in-kind match representative our valued partnership with the WCHPC and dedication to the historical preservation of Winneshiek County, Iowa.

Thank you for contacting BCA regarding this cultural resource project. Please let us know if you have any questions regarding this proposal or other cultural resources projects.

Sincerely,

A handwritten signature in black ink, appearing to read "Derek Lee", written in a cursive style.

Derek V. Lee
Director