



**BUREAU OF COMMUNITY PRESERVATION SERVICES
DIVISION FOR HISTORIC PRESERVATION
NYS OFFICE OF PARKS, RECREATION & HISTORIC PRESERVATION**

**FY 2015 CERTIFIED LOCAL GOVERNMENT GRANT APPLICATION
(CONTRACT PERIOD OCT. 1, 2014-SEPT. 30, 2016)
DUE JANUARY 30, 2015**

APPLICANT/LOCAL GOVERNMENT

Name: City of Saratoga Springs, New York

Project: Casino/Congress Park/Circular Street Historic District, Union Avenue Historic District & and White Street and Regent Street Survey Information Update

Address: 474 Broadway – City Hall, Saratoga Springs, NY

Phone & Fax: (518) 587-3550 ext. 2515

Email: bbirge@saratoga-springs.org

CHIEF ELECTED OFFICIAL

Name: Joanne D. Yepsen Title: Mayor

Address*: 474 Broadway – City Hall

Designee (if any): _____

Saratoga Springs, NY 12866

Phone & Fax: (518) 587-3550 ext. 2514 / 580-9480 Fax

CONTACTS WILL NEED TO BE ABLE TO ANSWER QUESTIONS ABOUT THE PROPOSAL

PROJECT CONTACT (FISCAL)

Name: Bradley Birge

Title: Administrator, OPED

Phone & Fax: (518) 587-3550 ext. 2515

Email: bbirge@saratoga-springs.org

PROJECT CONTACT (PROGRAM)

Name: Bradley Birge Title: Administrator, OPED

Address*: 474 Broadway – City Hall

Phone & Fax: (518) 587-3550 ext. 2514 / 580-9480 Fax

Saratoga Springs, NY 12866

Email: bbirge@saratoga-springs.org

BUDGET SUMMARY:

Total project cost: \$ 4,870

CLG Grant request: \$3,270

Applicant match: \$ 1,600

Source(s) of applicant share: City of Saratoga Springs & Saratoga Springs Preservation Fd. in-kind services

On page 3, provide a one-page project budget and (3-A) certification of match

AUTHORIZATION:

The undersigned certifies that he/she is authorized to apply for this subgrant on behalf of the local government, to commit local matching funds to the project, and to enter into a contract if the subgrant is awarded. If authorization from the legislative body is required:

Authority has been granted; documentation is attached as page 1-A.

Authorization will be provided on March 3, 2015 (date).

Signature: _____

Date _____

Name: Mayor Joanne D. Yepsen

Chief elected official or designee

* If different from above



PROJECT DESCRIPTION

Applicant: City of Saratoga Springs, NY

Using one page, state the objectives, work to be performed, the methodology to be employed, an estimated timetable, anticipated products (quantified), and qualifications of primary project personnel.

This funding proposal is to update the Casino/Congress Park/Circular Street Historic District, Union Avenue Historic District & and White Street and Regent Street survey information. At the time that these two historic districts were listed on the National Register of Historic Places no data was provided on accessory buildings (carriage houses, garages, commercial buildings, etc.). Therefore there is no information on the style, date of construction, or whether the accessory building is “contributing” or “non-contributing.” In recent years the City of Saratoga Springs has received applications proposing alterations or demolition to accessory structures. It is critical that the City of Saratoga Springs and the Design Review Commission have updated and enhanced information during the application review.

The Casino/Congress Park/Circular Street Historic District was listed on the National Register of Historic Places in 1972 and the survey information has not been updated since its initial listing. At the time of listing, there were 18 tax parcels that contained with 16 principal structures.

The Union Avenue Historic District was listed on the National Register of Historic Places in 1978 and also has not been updated since its initial listing. At the time of listing, there were 55 tax parcels with 63 buildings including Yaddo and the Saratoga Race Course. This past year Yaddo was individually listed as a National Historic Landmark thus there is no need to resurvey Yaddo. A Cultural Resource Survey completed in 2010 and 2011 surveyed an estimated 80% of the over 200 structures and 350 acre parcel of the Saratoga Race Course. All areas of the “frontside” of the track, which includes all public buildings – i.e. the Grandstand, Clubhouse, Saddling Shed, and Jockey House - and portions of the “backside” were surveyed, including the oldest, most significant portions of the race course – i.e. Horse Haven, Madden Court, Camp Court, Millionaires Row, Claire Court, and Sanford Court. In addition, a DEIS has recently been prepared that includes information on the remaining buildings that were not included in the Cultural Resource Survey. Therefore, the Saratoga Race Course would not be included in this project proposal. The resurvey would focus on all other parcels within the district.

In 1987, through funding of a CLG grant, 36 properties on Regent Street and White Street were surveyed and evaluated for potential expansion of the Union Avenue and Casino/Congress Park/Circular Street Historic Districts. A resurvey of this information would provide the necessary information to evaluate whether or not the recommendations from the 1987 CLG survey are still valid.

In addition to providing important baseline survey information for the Design Review Commission, this proposed project to update the survey information of these areas would fulfill the City of Saratoga Springs Certified Local Government requirement to update and maintain survey information and provide the State Historic Preservation Office with current information that can be filed in the National Park Service.

Other than the most recent resurvey of the East Side Historic District that was completed with 2013 CLG funding, survey information is currently not available in digital format. This project would allow for greater access for building information and photographs and would be available to the public through the City of Saratoga Springs and the Saratoga Springs Preservation Foundation.

The survey would provide digital photographs of each primary and accessory building; identify the approximate date of construction, style, and character-defining features; and a determination of “contributing / non-contributing” for all accessory buildings. This information would be entered into an existing Access Database, which allows information to be exported into an Excel format. The updated survey would be in compliance with the “Guidelines for Local Surveys: A Basis for Preservation Planning” National Register Bulletin, 1997 and “How to Apply the National Register District Criteria for Evaluation, National Register Bulletin, 2007.

The project would be in partnership with the Saratoga Springs Preservation Foundation, which has staff/volunteers that have professional historic preservation expertise. The survey would take approximately 12 months to complete with work beginning immediately following notification that the grant was approved and be completed September 30, 2016.



PROJECT BUDGET

Applicant: City of Saratoga Springs, NY

Please refer to application guidelines. Lump sum budgets will not be accepted. Fill in only those lines relevant to your project. Provide sufficient detail to explain how amounts were determined. You can use additional pages as needed and attach proposals or estimates. We strongly suggest that you compare several estimates for any project.

WORK ELEMENTS	COST/VALUE	C/I/D Cash In-kind Donated
CLG PERSONNEL Payroll costs for CLG staff (title: time x wage/salary + % fringe) SECRETARY – PLANNING & ECONOMIC DEVELOPMENT 10 HRS. @ \$35/HR.= \$350 - DATABASE MANAGEMENT ADMINISTRATOR - PLANNING & ECON. DEVEL. 10 HRS. @ \$80/HR.= \$800 - PROJECT OVERSIGHT/ADMINISTRATION, DATA REVIEW, COMMUNICATION, COORDINATION WITH DESIGN REVIEW COMMISSION SUBTOTAL	\$1,150	IN-KIND
VOLUNTEER LABOR -e.g., commission members performing survey work (work performed, hours/days x rate; note how valued) SSPF EXECUTIVE DIRECTOR 15HRS. @ \$30/HR INCL. FRINGE - SURVEY WORK, RESEARCH, DATA INCORPORATION SUBTOTAL	\$450	IN-KIND
CONTRACTUAL SERVICES-PERSONNEL Professional services such as research, design, documentation, speakers (work performed, days/period x rate, basis of estimate). <u>NO LUMP SUMS</u>—you must at least provide project components cost in this space. You may attach information on consultant procurement/qualifications and estimates. 109 TAX PARCELS @ \$30 EA. INCLUDES: DIGITAL PHOTOGRAPHY OF PRIMARY AND SECONDARY STRUCTURES, RESURVEY OF PRIMARY STRUCTURES, INFORMATION CORRELATION OF PREVIOUS ‘BLUE FORMS’, INCORPORATION OF NEW DATA, SURVEY OF ACCESSORY STRUCTURES, DATA ENTRY, ANY MINOR RESEARCH, REVIEW OF DESIGNATION STATUS, AND ASSOCIATED PRINTING COSTS SUBTOTAL	\$3,270	
PURCHASES (Describe and enumerate items or copies, per-item cost) SUBTOTAL	0	
TRAVEL (days/mileage x rate) SUBTOTAL	0	
OTHER SUBTOTAL	0	

TOTAL PROJECT COST: \$ 4,870

GRANT REQUEST: \$ 3,270

CLG SHARE: \$ 1,600

SOURCE(S) OF CLG SHARE:

CLG: (payroll: \$ 1,150 ; Volunteers: \$ 450 ; Operating budget: \$ 1,600
 Other Government source (identify by name) _____ \$ _____
 Not-for-profit source (identify by name) Saratoga Springs Preservation Foundation \$ 3,270
 Other (private, commercial, etc., identify by name) _____ \$ _____



Applicant City of Saratoga Springs, NY

ASSURANCE

The following conditions for receipt of a CLG subgrant are required by Federal and State Law. Please initial each as an indication that the applicant/local government understands and agrees to the condition:

JDY If the Recipient fails to fulfill the obligations specified in the subgrant contract or related responsibilities under the certification agreement, the subgrant may be terminated or reduced.

JDY Recipient must employ professionals who meet requirements set forth in 36CFR61 Appendix A to supervise and undertake project work.

JDY Recipient must adhere to contract provisions addressing Affirmative Action and Minority and Women Business Enterprises requirements.

JDY Municipalities must comply with all relevant provisions of General Municipal Law.

JDY Costs of lobbying before Congress may not be charged to this project.

JDY Recipient may not include indirect costs in the project budget, unless federal agency approval of the indirect cost rate is documented in this application.

JDY Recipient must maintain financial management systems which meet the requirements set forth in OMB circular A-102 and are auditable in accordance with the General Accounting Office's Standards.

JDY Recipient must have adequate financial resources to initiate the project upon federal approval, complete the proposed work on schedule, and provide for the cash flow requirements pending payment of the reimbursement grant.

JDY Any matching funds included in the project budget must be committed to and available for the project. Except for Community Development Block Grant Funds, Appalachian Regional Commission Funds, and Revenue Sharing Funds, Federal monies may not be used for applicant's matching share.

JDY Goods and services must be obtained (procured) in a manner to assure the prudent and economical use of grant moneys, to facilitate the acquisition of goods and services of maximum quality at the lowest possible cost under the circumstances, and to guard against favoritism, improvidence, extravagance, fraud and corruption. All procurement transactions shall be conducted in a manner that provides maximum open and free competition.

JDY Recipient must maintain separate accounting of funds received through the CLG subgrant and must expend funds in accordance with the project budget approved by the SHPO and appended to the contract.

JDY For six years following final payment of the contract, recipient must maintain and allow access to any books, documents, payments, and records which are directly pertinent to the contract, for the purpose of SHPO audit.



Applicant City of Saratoga Springs, NY

CIVIL RIGHTS ASSURANCE

In order to receive funding from the Department of the Interior, the CLG must comply with all Federal laws relating to nondiscrimination. These laws include, but are not limited to: (a) Title VI of the Civil Rights Act of 1964, which prohibits discrimination on the basis of race, color, or national origin; (b) Section 504 of the Rehabilitation Act of 1973, as amended, which prohibits discrimination on the basis of handicap; (c) the Age Discrimination Act of 1975, as amended, which prohibits discrimination on the basis of age; (d) the Americans with Disabilities Act of 1990, which mandates accommodation and accessibility for individuals with disabilities; and applicable regulatory requirements to the end that no person in the United States shall, on the grounds of race, color, national origin, handicap or age, be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination under any program or activity conducted by the CLG.

In applying for a subgrant and signing this Assurance, the CLG agrees to comply with these laws and all requirements imposed by or pursuant to the associated Department of the Interior regulations. For example, the CLG assures that:

- 1) the historic preservation program will consider the role of all segments of the population in the history, archaeology, architecture, and cultural development of the community
- 2) minority and handicapped individuals will have full access to Federally assisted activities and services
- 3) nondiscrimination information, including information regarding the right to file a complaint, will be provided to the public, with particular consideration given to informing non-English speaking populations or those with communication impairment.

This Assurance will remain in effect for the period during which the Federal financial assistance is extended to the CLG. If any real property or structure thereon is provided or improved with the aid of such Federal financial assistance, the Assurance shall obligate the CLG, or in the case of any transfer of such property, the transferee, for the period during which the real property or structure is used for a purpose for which the assistance is extended or for another purpose involving the provision of similar services or benefits. If any personal property is so provided, this Assurance shall obligate the CLG for the period during which it retains ownership or possession of the property.

This Assurance is given in consideration of and for the purpose of obtaining Federal financial assistance. The CLG recognizes and agrees that in extending any such assistance, the cognizant agency will rely upon the representations and agreements made in this Assurance and that the United States shall have the right to seek judicial enforcement of this Assurance. This Assurance is binding on the CLG, its successors, transferees, assignees, and subrecipients and the person whose signature appears below who is authorized to sign this Assurance on behalf of the CLG.

Signature of authorized representative

Mayor
Title

Date



Applicant City of Saratoga Springs, NY

**AFFIRMATIVE ACTION/MINORITY AND WOMEN-OWNED
BUSINESS ENTERPRISE POLICY STATEMENT**

The City of Saratoga Springs, NY (CLG) has been and will continue to be an equal opportunity organization. No Minority and Women-Owned Business Enterprise (MWBE), employee, or applicant for employment will be discriminated against because of race, color, religion, national origin, sex, age, disability, sexual preference or Vietnam Era Veteran status. We will take affirmative action to ensure that MWBE's, employees and applicants are treated without regard to these characteristics. In particular, the CLG will:

Include minority and women-owned businesses in our solicitations;

Recruit, hire, train, place and promote persons for all jobs without regard to race, religion, color, national origin, sex, age, disability, sexual preference or Vietnam Era Veteran status;

Take affirmative steps to ensure that MWBE's have full participation in our procurement process; and

Administer other personnel functions, such as compensation, benefits, transfers, layoffs, returns from layoffs, and company-sponsored training, education, tuition assistance and social and recreation programs without regard to race, religion, color, national origin, sex, age, disability, sexual preference or Vietnam Era Veteran status.

The CLG will periodically analyze its procurement and personnel actions to ensure compliance with this policy.

The Equal Employment Opportunity/Minority and Women-Owned Business Enterprise Coordinator at the CLG is:

_____ (Name)

City Hall – 474 Broadway, Saratoga Springs, NY 12866 (Location)

(518) 587-3550 (Telephone)

She/He is responsible for monitoring the facility's Affirmative Action/Minority and Women-Owned Business Enterprise Program and submitting required reports to appropriate locations. The coordinator is also the person to contact if someone believes she/he has not been treated in accordance with our policy.

We ask your continued assistance and support in attaining the CLG'S objective of Equal Employment Opportunity/ Minority and Women-Owned Business Enterprise Opportunities.

Signature: _____ Date _____
chief elected official or designee



Applicant City of Saratoga Springs, NY

U. S. DEPARTMENT OF THE INTERIOR

**Certification Regarding
Debarment, Suspension, Ineligibility and
Voluntary Exclusion**

Lower Tier Covered Transactions

This certification is required by the regulations implementing Executive Order 12549, Debarment and Suspension, 43 CFR Part 12, Section 12.510, Participants' responsibilities. The regulations were published as Part VII of the May 26, 1988 Federal Register (pages 19160-19211). For assistance in obtaining a copy of the regulations, contact the U.S. Department of the Interior, Acquisition and Assistance Division, Office of Acquisition and Property Management, 18th and C Streets, N.W., Washington, D.C. 20240.

- 1) The prospective lower tier participant certifies, by submission of this proposal, that neither it nor its principals is presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in this transaction by any Federal department or agency.
- 2) Where the prospective lower tier participant is unable to certify to any of the statements in this certification, such prospective participant shall attach an explanation to this proposal.

Joanne D. Yepsen
Name and title of authorized representative

Signature: _____

Date _____