



**David C. Hartzell Jr.**  
*Supervisor*

**Lawrence Meckler**  
*Deputy Supervisor*

TOWN OF  
**CLARENCE**  
**OFFICE OF PLANNING AND ZONING**

OFFICE: (716) 741-8933

FAX: (716) 741-8257

Councilmembers:  
**Bernard J. Kolber**  
**Patrick Casilio**  
**Peter DiCostanzo**  
**Robert A. Geiger**  
716-741-8929

**Request for Proposals**  
**Reconnaissance Level Survey of Barns and Agricultural Structures**

**September 13th, 2013**

**Background**

The Town of Clarence has been awarded a grant from the New York State Office of parks, Recreation and Historic Preservation for the development of a Reconnaissance Level Survey of Barns and Agricultural Structures.

Settlement in Clarence began several years before the area was formally organized and ultimately incorporated as a Township. Originally, Asa Ransom, a young silversmith from Geneva, New York, took possession of 150 acres with the current town of Clarence in the fall of 1799 and thus established the earliest settlement in Clarence territory at what is now Clarence Hollow. Between that time and 1808, the initial settlement in Clarence territory gradually grew in both size and population. Ultimately, the Town of Clarence, named from the English House of Clarence, was formally established in 1808. As such, it is the oldest township in Erie County, which was formed from Niagara County in 1821. This early history has afforded the community a great deal of period significant pieces throughout present day Clarence.

The Historic Preservation Commission has previously worked with the New York State Office of Parks, Recreation and Historic Preservation to develop a Reconnaissance Level Survey, followed by an Intensive Level Historic Resources Survey that was largely specific to principal structures. Clarence was originally structured as a largely self sufficient settlement and as such agricultural production was a major component of early industry within the community. Acreage was given generously and many modest family farmsteads expanded over time to large-scale farming operations; those that did not, maintained a comfortable subsistence lifestyle. Agriculture was chief source of income, supplemented and interspersed by the modest commercial ventures necessary to the everyday needs of a community. The residual architecture and layout patterns of this formative period and the similarly enduring rural function and character of the Town are still quite discernible. At one time, Clarence was considered as a community that contained some of the most prominent examples of early barns and agricultural outbuildings still intact within the Western New York Region.

Unfortunately, in recent years the suburbanization of the Town and widespread development of existing farmland has resulted in the loss of a great number of original farmsteads, barns, and associated outbuildings. The Commission is interested in conducting a Reconnaissance Level Survey that is specific to existing agricultural farmsteads, barns and associated outbuildings. This will be a significant component of a larger effort to work towards creating an Intensive Level historic Resource Survey, allowing for the designation of existing inventory of these structures as local historic landmarks. In addition, Clarence has an actively funded land preservation program that has set aside \$12.5 million dollars in local funds for the purchase of agricultural and open space lands. This land preservation program has secured approximately 1,200 acres of farmland thus far and has made the community a desirable marketplace for locally based start-up Community Supported Agricultural (CSA) farm businesses. Our long term desire is to couple the efforts of the land preservation

program with the local landmark designation program to create marketable sites that would be desirable for start-up business looking to sustain our historic commitment to agricultural production and service.

## **Project Description**

A Reconnaissance Level Survey of Barns and Agricultural Structures is to be completed no later than September 30, 2014. This project involves the identification and collection of preliminary documentation for properties containing barns and agricultural structures located within the Town of Clarence that are potentially deserving of local recognition and or designation or, more significantly, are potentially eligible for listing in the National Register of Historic places (NRHP).

## **Scope of Services**

Project team members need to meet 36 CFR Part 61 "Professional Qualifications Standards" of the Secretary of the Interior Standards. The Reconnaissance Level Survey of Barns and Agricultural Structures involves the development of a survey of agricultural structures located within the Town of Clarence to determine historic significance. The Town will provide a listing of agricultural structures constructed prior to 1950 as a starting point and the consultants will provide a survey of these structures including but not limited to, photos, historic records, present condition and materials used. Upon completion of data collection, any previously documented or surveyed agricultural structures will be provided to the consultant for compilation into one comprehensive report. Any final report and documentation should be submitted in both hard and digital copy, with data contained within an Excel file for future extrapolation.

## **Schedule**

The consultant's work is to begin immediately and be completed by September 30, 2014.

## **Proposal Format**

All responses to this Request for Proposals shall, at a minimum, include the following:

- Scope of services and approach/methodology for accomplishing the scope of services
- Projected project schedule
- Firm's expertise and experience
- Name(s) and resumes of key personnel to be involved in the project
- Total cost (not-to-exceed price) and payment schedule.

note: payments should be tied to identified project milestones

## **Proposal Conditions**

The Clarence Historic Preservation Commission will review the submitted proposals and make a selection based upon experience of the consultant team members, the quality and relevance of comparable projects, and reference checks. The Town reserves the right to reject any or all of the submittals.

## **Selection Process**

Neither the consultant nor employees hired by the consultant who are awarded this contract and work directly or indirectly on the activities described in the above Request for Proposal shall do any of the following:

- Use his or her position for the actual or apparent purpose of private gain for him or herself or any other person, other than payment for services rendered

- Convey inside information to any person for the purpose of private gain for his or her self or another person, when that information has not become part of the body of public information, and would not be available upon request
- Engage in teaching, lecturing or writing that is dependent upon information obtained as a result of his or her activities under this contact, except when that information has been made available to the general public, or will be made available upon request, or with the written authorization of the New York State Office of Parks, Recreation & Historic Preservation.

This program receives Federal Funds from the National Park Service. Regulations of the U.S. Department of the Interior strictly prohibit unlawful discrimination in departmental Federally Assisted Programs on the basis of race, color, national origin, age or disability. Any person who believes he or she has been discriminated against in any program, activity, or facility operated by a recipient of Federal Assistance should write to:

Director, Office for Equal Opportunity  
U.S. Department of the Interior  
1849c Street NW  
Washington, D.C. 20240-0001

Three copies of the proposal must be received by October 4th, 2013 and are to be addressed to:

Jonathan Bleuer, Junior Planner  
Office of Planning and Zoning  
Town of Clarence  
One Town Place  
Clarence, NY 14031