

Item Title: Multi-Year Services Agreement for Administration of the Wake County Historic Preservation Commission and Landmark Program

Specific Action Requested:

That the Board of Commissioners authorizes the County Manager to negotiate and execute a multi-year services agreement for administration of the Wake County Historic Preservation Commission and Landmark Program with Capital Area Preservation, subject to terms and conditions acceptable to the County Attorney.

Item Summary:

Purpose: Multi-year service agreements require Board of Commissioner approval.

Background: In 2003, Wake County entered into an agreement with Capital Area Preservation to provide administration of the Wake County Historic Preservation Commission, advance and maintain the landmarks program, improve community relations, and provide an annual report relative to the program's activities.

Since that time, and every year thereafter, Wake County has executed a new agreement with Capital Area Preservation to continue providing these services. Both parties now desire to enter into a multi-year services agreement to alleviate the need for administering a new agreement each year.

Board Goal: This action supports routine County operations.

Fiscal Impact: There is no fiscal impact to the FY 2021 budget. Ongoing expenditures will be included as part of the annual budget process. The five-year contract has a first-year cost of \$121,394 with a 3.0% annual increase. The total increase is \$20,098 over the term of the contract.

Additional Information:

In 1992, Wake County adopted an ordinance to establish the Wake County Historic Preservation Commission. The purpose was to safeguard the heritage of the County and its municipalities by preserving districts and landmarks for the education, pleasure and enrichment of the residents of Wake County. The service area currently includes unincorporated areas of Wake County and ten municipalities (excludes Wake Forest and Raleigh).

When the historic preservation program was first established, it was administered by Wake County Planning staff. In 2003, Wake County entered into an agreement with Capital Area Preservation (CAP) to take on the day to day operations of the program. Since then, CAP, the Historic Preservation Commission, and staff, have worked together

on many landmark projects, historical surveys, and grant opportunities. CAP provides a critical role in staffing for the monthly Commission meetings and monitoring county landmarks.

Execution of the multi-year services contract will allow the partnership between the County and CAP to continue without the need for administering a new contract each year.

The total cost for the contract over the five-year term is as follows:

Schedule	Contract Amount	Escalation
Year 1 FY22	\$ 121,394	3%
Year 2 FY23	\$ 126,249	3%
Year 3 FY24	\$ 130,037	3%
Year 4 FY25	\$ 133,938	3%
Year 5 FY26	\$ 137,956	3%

Attachments:

1. Agreement