

OFFICE OF  
PLANNING, ZONING AND  
HISTORIC PRESERVATION  
108 Sherman Street  
Telephone (605) 578-2082  
Fax (605) 578-2084



**Kevin Kuchenbecker**  
Historic Preservation Officer  
Telephone (605) 578-2082  
kevin@cityofdeadwood.com

## ***MEMORANDUM***

---

**Date:** June 1, 2021  
**To:** Deadwood City Commission  
**From:** Kevin Kuchenbecker, Historic Preservation Officer  
**Re:** Downtown Walking Tour Brochures

---

The Deadwood Historic Preservation Office is requesting permission to purchase 50,000 downtown walking tour brochures to be distributed at the Deadwood Information/Visitor Center and Welcome Center. The costs to print these brochures are as follows:

- MS Mail, Deadwood, SD. \$11,900.00

The proposed quote for these brochures is attached to this memorandum.

The Historic Preservation Commission reviewed this request and recommend purchasing 50,000 downtown walking tour brochures for the 2021 tourist season.

### **RECOMMENDATION:**

Move to purchase 50,000 downtown walking tour brochures for the 2021 tourist season. Money to pay for this expenditure will come out of Public Education.



---

140 SHERMAN STREET, DEADWOOD, SD 57732 ♦ BLACKHILLSMAIL.COM ♦ 605.578.1429

March 18, 2021

Thank you for the opportunity to bid on printing the walking tour brochure.

Printing Cost:

16 page, 4x9 finish, 80# enamel text, collate, fold and stitch  
50,000 - \$11,900

Time needed to print is about 10 working days.

Please let me know if you have any questions and thanks for the opportunity.

Sincerely,

A handwritten signature in black ink that reads 'Lynn'.

Lynn Milos