



PO Box 21
Granby, CO 80446
970-887-9366

March 20, 2025

Steve Kudron
Town Manager - TOGL

Subject: Space to Create Add-Service-01

Dear Mr. Kudron,

This is our add service agreement for AD-1 03/20/2025 for Construction Management Services for the Space to Create project provided by MA Studios. The scope is listed below:

Task	Quantity	Unit
Pre-construction estimating	1	ls
Assist in determining construction delivery method	4	hrs
Design coordination meetings w/ architect & TOGL	12	ea
Meet w/ the design advisory committee	6	ea
FFE procurement and installation	1	ls
Develop & maintain the project budget	1	ls
Constructibility review of final drawings	16	hrs
GC interviews and prepare RFP	16	hrs
Trips to modular plant	3	ea
Assist with contacting local utilities- MPE/ 3 Lakes/ Xcel	8	hrs
Assist w/ permit process	4	hrs
Submittal Review	30	hrs
RFI/ Change Order reviews	75	hrs
Bi-weekly on site inspections	24	ea
Procure and coordinate testing agency	6	ea
Attend weekly OAC meetings	52	ea
Prepare and submit quarterly grant draws	12	ea
Review monthly GC billings/ monthly draw walk	13	ea
Prepare & submit monthly draws to lenders	12	ea
Provide monthly reports to TOGL Board meetings	12	ea
Coordinate GC O&M manuals and training w/ TOGL personnel	1	ls
Assist during 12 month warranty period	12	ea
Assist in Grant closeout procedure	20	hrs
Perform 1 yr warranty walk w/ GC/ Owner/ Architect	1	ls



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COMPENSATION

Design Services

\$104,390 (Estimated)

My best,

J. Scott Munn-AIA | NCARB

Principal

AUTHORIZATION TO PROCEED:

Printed Name, Title

Date

Steve Kudron

Town Manager, ToGL