



## MEMORANDUM

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**MEETING TYPE:** Board of County Commissioners

**MEETING DATE:** October 8, 2024

**ITEM NAME:** JRA Real Estate Services Agreement

**SUBMITTED BY:** Robert Gilbert, Management Fellow

**SUMMARY:** This is a request to approve the services agreement between Huerfano County and JRA Real Estate for the advancement of the Gardner Main Street Development Project. JRA will be responsible for project mobilization, pre-development, and development management in addition to managing third parties for any needed environmental studies, geotechnical reports, surveys, and/or property inspection reports. JRA's scope of work is funded through the [Local Planning Capacity grant](#) the County was awarded earlier this year.

**RECOMMENDATION:** Administration recommends the BOCC move to approve JRA Real Estate's agreement and proceed with the work as outlined.

**BACKGROUND:** A component of JRA's scope will be to advance far enough on the Gardner Main Street project (27 acres) to be able to put in a grant application in December 2024 that would integrate into the Gardner sewer project capital stack and help defray the costs of that project. JRA's fee schedule is enclosed and the term of the agreement is initially set to run through September 30, 2025. JRA is open to providing post-development services if desired by the County. Cumulatively, this project will provide the County with the steps required to get shovel-ready in Gardner, as well as to proceed with construction management given the determination of final project scope and BOCC direction.

**BOARD ACTION TAKEN:**

APPROVED

DENIED

OTHER

SIGNATURE OF THE CHAIR: \_\_\_\_\_

**NOTES:**