



Town of Johnstown

TOWN COUNCIL AGENDA COMMUNICATIONS

AGENDA DATE:	November 1, 2021
SUBJECT:	Contract Award for Downtown Johnstown Parklet Project
ACTION PROPOSED:	Consider Approval of Small Vendor Contractor Agreement regarding Downtown Johnstown Parklet Project
ATTACHMENTS:	<ol style="list-style-type: none">1. Town of Johnstown Small Vendor Contractor Agreement2. Downtown Johnstown Parklet Project RFP3. Modstreet Proposal
PRESENTED BY:	Sarah Crosthwaite, Economic Development Manager

AGENDA ITEM DESCRIPTION:

The Town of Johnstown submitted a grant application to CDOT: Revitalize Main Street Program in May 2021, requesting a \$70,000 grant to design and purchase modular parklets to be installed in our downtown corridor along Parish Avenue. The grant request also included costs associated with furnishings (tables, chairs, etc.), weather elements (umbrellas, outdoor heaters, etc.), and traffic and marketing signage to promote the parklets and increase of pedestrians.

CDOT notified the Town in early September that it was awarded the full grant request. The grant award required a local 10% match of \$7,000 from the Town. While the funds were not directly allocated into the FY 2021 budget, we believe we may be able to absorb this costs within the current budget without requiring a budget amendment.

In keeping with our procurement policy the Town issued an RFP on September 20th requesting proposals that included design and materials of two (2) seasonal ADA accessible parklets that can be multifunctional (either for outdoor dining or general public outdoor space), furnishing that are multifunctional, and outdoor heating/cooling options. The parklets would be installed and maintained by Town staff and must easily assemble and disassemble on site. All design elements should enhance the existing historic downtown character.

The Town received a total of four proposals but only three qualified as complete and were reviewed. The following entities submitted a complete proposal:

The Community That Cares

www.TownofJohnstown.com

P: 970.587.4664 | 450 S. Parish Ave, Johnstown CO | F: 970.587.0141

- Archatrak - Bid Price Submitted \$73,705.96
- StreetLife - Bid Price Submitted \$74,993.80
- Modstreet - Bid Price Submitted \$71,994 plus optional add-on services total \$3,900*
**Please note the Town will not contract for all the listed add-on services but instead work with Modstreet to determine which services/features are most beneficial to include in the design of the parklets.*

The Town would like to award Modstreet the Downtown Johnstown Parklet Project as their proposal included the required elements of a complete submittal and additional add-on services and features that would enhance the parklet aesthetics, usage, and pedestrian safety. Additionally, Modstreet is a Colorado based company that has worked with communities such Grand Junction, Durango, and Golden to provide similar products and services. Johnstown is excited to bring this project to our downtown businesses starting Spring 2022 and develop a robust parklet program that will promote placemaking, enhance the outdoor amenities available, and allow businesses to expand how they offer their goods and services to patrons.

LEGAL ADVICE:

The contract used is our standard Professional Services Agreement.

FINANCIAL ADVICE:

The Town was awarded a \$70,000 grant from CDOT and will provide a 10% Town match of \$7,000. The Town's total budget for the parklet project is not to exceed \$77,000.

RECOMMENDED ACTION: Approve the small vendor contractor agreement.

SUGGESTED MOTIONS:

For Approval: I move to approve the Town of Johnstown Small Vendor Contractor Agreement awarding a contract to Modstreet.

For Denial: I move to deny the Town of Johnstown Small Vendor Contractor Agreement awarding a contract to Modstreet.

Reviewed and Approved for Presentation,



Town Manager

The Community That Cares

www.TownofJohnstown.com

P: 970.5127.4664 | 450 S. Parish Ave, Johnstown CO | F: 970.5127.0141