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TOWN COUNCIL AGENDA COMMUNICATIONS

AGENDA DATE: May 06, 2024

SUBJECT: Standard Form of Agreement Between the Town and D2C Architects for the Design of a Development Services Building

ACTION PROPOSED: Consider Approval of the Agreement Between the Town and D2C Architects

ATTACHMENTS: 1. AIA Standard Form of Agreement Between Owner and Architect

PRESENTED BY: Matt LeCerf, Town Manager

AGENDA ITEM DESCRIPTION:

For your review and consideration is an agreement for design services between the Town and D2C Architect, Inc.

Included in the FY 2024 budget were funds included in the Building Fund for the purposes of remodeling the old library building owned by the Town of Johnstown, located at 1011 Jay Avenue. The initial plan, as included in the budget, was to remodel this building and utilize it for the purposes of both the Engineering and Planning Departments respectively. The vision would be to create a Development Services building that would meet not only the needs of our community now and into the future, but also the development community in the Town.

As Staff continued to evaluate this site, it was determined that the total square footage of the facility was roughly 2300 square feet and had substantial limitations associated with its long-term viability to meet the needs of the community and our organization. In fact, it was estimated that in less than five years, the facility would no longer meet the needs of the organization, and we would be forced to evaluate new alternatives in the future.

These issues and challenges were communicated to the Town Council. As an alternative, Town Staff presented to Town Council an opportunity to purchase a greenfield and construct a new facility to house the Engineering and Planning Departments. The facility would meet the needs of the community and the organization for 30-50 years. In March 2024, the Town acquired 1.75 acres

The Community that Cares

known as Lot 1 of Johnstown Farms, Filing 1, 3rd Amendment to meet this essential need. The property is also commonly referred to as 201 Centennial Drive.

To facilitate development of this project, for your review and consideration is a Design Services Agreement with D2C Architects. The contract and proposal have been negotiated and is in compliance with our financial policies. An item worth noting, the Town is currently working with D2C Architects on our Police Department Expansion. The contract services provided in the proposal totals \$498,821 and will create a full, turnkey approach to designing the site and the building facility. The Town intends to use a Construction Manager/General Contractor (CM/GC) method for construction. The CM/GC method of delivery will create a guaranteed maximum price (GMP) for the project with an open book method for costs of services. Currently, appropriated funds for this project are \$500,000 for design.

STRATEGIC PLAN ALIGNMENT:

Quality Infrastructure & Facilities

- *Establish and maintain levels of service*
- *Ensure future viability of infrastructure and facilities*

LEGAL ADVICE:

The Town Attorney reviewed the agreement as presented.

FINANCIAL ADVICE:

Funds are allocated in FY 2024 for the design services.

RECOMMENDED ACTION: Staff recommend approval of the Design Services Agreement Between the Town and D2C Architects as presented.

SUGGESTED MOTIONS:

For Approval: I Move to Approve the Standard Form of Agreement Between the Town and D2C Architects for the Design of a Development Services Building.

For Denial: I move to deny the Standard Form of Agreement Between the Town and D2C Architects for the Design of a Development Services Building.

Reviewed and Approved for Presentation,



Town Manager