



City of Ketchum

CITY COUNCIL MEETING AGENDA MEMO

Meeting Date: June 16, 2025 Staff Member/Dept: Ben Whipple – Public Works

Agenda Item: 291 2nd St N Condominium Renovation QBS Award

Recommended Motion:

Motion: “Council authorizes staff to proceed to direct negotiations with Peak Venture Group, LLC. with a not to exceed budget to complete all recommended scope of \$243,125.”

Reasons for Recommendation:

- During condominium purchase negotiations, council was informed that there was approximately \$243,125 worth of due diligence work to bring the building up to code, resolve any life safety issues, mitigate water entrainment, and complete common building shell space repairs.
- Budget availability pending, staff will also consider any cost-conscious aesthetic upgrades (ex. siding) to better market the condominium and recoup said investment.
- A Request for Qualifications was posted to the public at the end of April. Three contractors submitted qualifications and were scored, in compliance with Idaho Code § 67-2320, on the following factors:
 - Experience & Expertise
 - Project Approach & Methodology
 - Availability to complete the project
 - Tenant Accommodation Plans
- Staff request to proceed with direct negotiations with Peak Venture Group based on them scoring the highest of the three submitters.
- A project contract agreement with a defined scope & final timeline will be top priority for completion in the coming month.

Policy Analysis and Background (non-consent items only):

Sustainability Impact:

None

Financial Impact:

None OR Adequate funds exist in account:

Funds for this remodel exist in the CIP fund balance. This expense will be temp in nature as it will be reimbursed through the sale of the units.

Attachments:

1. 291 N 2nd St Condo Renovation QBS Scorecard
2. Peak Venture Group, LLC RFQ Submission

Company	Reviewer	Scoring Category				Subtotal	Avg Score
		Experience & Expertise	Project Approach & Methodology	Availability	Tenant Accommodation		
Big Rock Construction							36.5
Ben Whipple		28	10	0	0	38	
Daniel Brown		35	0	0	0	35	
Wright Brothers							84
Ben Whipple		28	10	12	18	68	
Daniel Brown		35	20	25	20	100	
Peak Venture Group LLC							94
Ben Whipple		30	18	22	18	88	
Daniel Brown		35	20	25	20	100	



May 28, 2025

Mr. Ben Whipple

City of Ketchum

191 5th Street West

Ketchum, Idaho 83340

SOQ Submission – 291 N 2nd Condo Renovation

Mr. Whipple

Peak Venture Group (Peak) is in receipt of the City of Ketchum's (The City's) Request for Qualifications for the renovations of the Hyperborean Condominium at 291 N 2nd St. We have partnered with Michael Doty Associates to round out our Project Team.

We have reviewed the RFQ document and supplemental information. We are pleased to provide the following responses.

- 1.) Experience & Expertise – Demonstrated experience with similar multifamily residential renovation projects especially in occupied buildings.** – Peak is familiar with providing construction services and renovations while maintaining facility operations and tenant occupations. We recently completed a multifamily project in Hailey (The Ellsworth Inn) where we had extensive building remodeling and civil infrastructure work while maintaining residential operations on the property. Challenges included facilitating temporary water and sewer to maintain livability on the project. There was extensive coordination with Idaho Power to minimize power disruptions during the new power tie in. This operation was done during the winter months. With consistent coordination and scheduling this was done with minimal impact on the tenants.

Other project experience spans a full dentist office tenant improvement project. This project was completed on time and on budget while maintaining a clean space and full dental operations throughout the tenant improvement.

Currently we are working on a project at The Bigwood Clubhouse that has completely new construction while maintaining full pool and tennis operations.

Further, our design team has extensive experience locally incorporating construction operations with active business and multi-family condominiums including but not limited to Sun Valley Culinary Institute, Whiskey's on Main, Sturtevant's, Summit One Condominiums, and Sunburst Condominiums.



These types of projects show the value that Peak Venture Group and Michael Doty Associates can add through relentless communication, scheduling, and forecasting to integrate construction operations while maintaining occupation.

- 2.) Project Approach and Methodology – Proposed approach for executing the project, including design or construction phasing, safety, and communication protocols.** – Since this project will be going through City Design Review and Planning and Zoning, we would want to have the entire design complete for submittal, we do not see an advantage to phasing the design. Construction phasing will be thoughtfully reviewed and collectively managed with tenants, and City input. We want to have an initial safety meeting with all tenants, to let them know the work that is going to happen, review a general schedule and inform them of what hazards are present on an active work site. We will have positive barriers in place preventing any tenant from potential entry or risk. Proper signage and a maintained clear tenant pathway will be created throughout the project. One of the tools we utilize to increase communication on our projects are weekly updates with a three-week look-ahead schedule, this goes to our trade base and in this case, can go to each tenant so they can understand the upcoming work. We can send this update directly to the tenants and connect them with our on-site superintendent to provide feedback. Additional communication protocols include the use of Procore, our project management software that provides real-time updates and status of RFI's, submittals, budgets, project schedule and current project plans. All project stakeholders are able to view the project.
- 3.) Schedule / Availability – Provide high-level target dates for starting and completing the project.** – As this project is in City limits and subject to design review, P&Z approval and a full permit process, our high-level schedule would be to finalize the renovation program, finishes, budgeting and construction schedule in the next four months. This would take the plan set to design review and P&Z this fall / winter. Once completed and approved we would apply for permit early 2026 with construction to start immediately upon permit issuance. Construction start will target late winter 2025 or early spring of 2026. We may be able to start some discovery and preliminary demolition sooner if granted a demo permit through the city process. We look forward to discussing this further with The City.
- 4.) Tenant Accommodation Plan – Approach to maintaining occupancy or minimize tenant disruptions during renovation.** – We need to fully understand the existing facility and number of tenants, and their schedules to finalize our plan. Our approach would be to remodel one complete floor at a time. If we can create a renovated livable space one floor at a time rather than displacing the entire building at the same time, this will limit tenant disruptions. Additionally, depending on the number of tenants we may be able to



move the tenants to completed spaces, opening up more of the building to be completed at once. If there happens to be additional vacancies, we can capitalize on that through adjusting our project schedule. There are benefits to this approach and we look forward to discussing these further with The City.

The information on our project team is as follows.

Project Manager (Peak): Newel Price

Superintendent (Peak): Don McCall

Architect: Michael Doty & Associates

Structural Engineer (If required): Dave Konrad

Envelope Consultant (If required): RDH Building Science

Additionally, we have a trade base that could assist with any mold remediation or other specialty items that may arise after discovery.

We appreciate this opportunity to assist The City of Ketchum with bringing these housing units up to code and online for our community. Please feel free to contact me at 208-481-1189 should you have any questions or require additional information about this RFQ response.

Sincerely,

A handwritten signature in black ink that reads "Cody Colombo". The signature is written in a cursive, flowing style.

Cody Colombo

Chief Operating Officer

Peak Venture Group