



City of Ketchum

CITY COUNCIL MEETING AGENDA MEMO

Meeting Date: Staff Member/Dept:

Agenda Item:

Recommended Motion:

Reasons for Recommendation:

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

Sustainability Impact:

Financial Impact:

Attachments:

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Authorization For Design Services

Date: October 6, 2023
Project: City of Ketchum: Main Street Design Standards
GGLO Project TBD

This document constitutes the working agreement and authorizes GGLO to provide design services as described below. Services will be performed and invoiced either on lump sum or on an hourly basis at GGLO's current hourly rates. No construction document or construction contract administration services will be performed under this Authorization. The attached Terms of Agreement are incorporated by reference into this Agreement.

Client:

City of Ketchum
Authorized Representative: Jade Riley, City Administrator

Project Description:

The intent of this scope of work is to develop overall streetscape guidelines for the pedestrian realm of Main Street/Hwy 75 from approximately River Street to 10th Street. Elements may include street trees and silva cells, sidewalks (clear zone and furnishing zone), paver selection, ornamental pedestrian lights, site furnishings (benches, bike racks, trash/recycle receptacles), signage/wayfinding, public art and integrated bus stops.

Scope of Services

Streetscape Standards (Pedestrian Realm)

Tasks Include:

- Kickoff meeting with City/KURA Working Group to confirm priorities, schedule, and pedestrian realm elements.
- Attend working session with City/KURA Working Group and Jacobs (via video conference)
- Attend bi-weekly coordination/team meetings with Jacobs
- Incorporate roadway design and updated road section (provided by Jacobs)
- Develop preliminary list of pedestrian amenities, potential standards, and proposed sidewalk widths (clear zone vs furnishing zone)
- Develop preliminary illustrative sections (pedestrian realm)
- Meet with City/KURA Working Group to review Preliminary Alternatives
- Present Preliminary Alternatives at KURA Board Working Session
- Present Preliminary Alternatives to joint session of KURA, City Council
- Project Management & Administration

Deliverables: Streetscape Standards Package (11x17 pdf)

- Vision and Placemaking Summary
- Illustrative Sections (Pedestrian Realm)
- Street Tree Plan
- Pedestrian Amenities Plan
- Proposed Materials Images (Site Furnishings, Pedestrian Lighting, Paving)
- Understory Planting List with Images

Compensation and Timeline:

Task	Terms	Fee	Timeline
Streetscape Standards	Hourly, Estimated	\$20,000	October-December 2023
Reimbursable Expenses	Estimated	\$250	
Total		\$20,250	

Approved By:

Authorized Client Representative



GGLO Architecture, Interior Design,
Landscape Architecture, Planning and Urban Design, LLC

Date

10/6/2023

Date

Attachments: Terms of Agreement



CITY OF KETCHUM
 PO BOX 2315 * 191 5TH ST. * KETCHUM, ID 83340
 Administration 208-726-3841 (fax) 208-726-8234

PURCHASE ORDER
 BUDGETED ITEM? ___ Yes ___ No

PURCHASE ORDER - NUMBER: 24035

To: 6037 GGLO 1301 S FIFTH ST SUITE 2200 SEATTLE WA 98101	Ship to: CITY OF KETCHUM PO BOX 2315 KETCHUM ID 83340
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P. O. Date	Created By	Requested By	Department	Req Number	Terms
11/02/2023	KCHOMA	KCHOMA		0	

Quantity	Description	Unit Price	Total
1.00	DEVELOPMENT OF OVERALL STREETScape 03-4193-7135 713502	20,250.00	20,250.00
	SHIPPING & HANDLING		0.00
	TOTAL PO AMOUNT		20,250.00

 Authorized Signature