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MEMORANDUM

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P.O. Box 4100 ♦ FRISCO, COLORADO 80443

**TO: MAYOR AND TOWN COUNCIL**  
**FROM: ADDISON CANINO, CAPITAL PROJECT SENIOR MANAGER**  
**RE: OLD TOWN HALL AND OLD TOWN HALL PARK – GMP CONTRACT AWARD**  
**DATE: APRIL 23, 2024**

**Summary and Background:**

The Town of Frisco's 125-year-old Old Town Hall, located at 300 East Main Street, currently houses the Visitor Information Center and Main Street public bathrooms. It has played a unique role in Frisco's history, always being utilized, and tailored to the needs of the community. In its many functions for Frisco, it has served as the meeting space for our Town government, a general meeting and gathering space for community events, served childcare needs and in its most current version, providing a vital role supporting our tourism economy. It is a prime example of the building style and architecture of its time, is one of very few historic Town government or public structures left in Frisco, and it is iconic in the way it supports our historic Main Street vitality.

In January of 2022, the Council was presented with a plan to retrofit and update the Old Town Hall, better known as the Frisco/Copper Visitor Information Center. At that time, the direction to staff was to include an ADA ramp on the Main Street entrance to the facility, update the interior to include more energy efficient infrastructure and fixtures, and remodel of the restroom facilities. Later, in August of 2022, Council directed staff to make Old Town Hall Park a priority as it directly correlates with the Neighborhood Parks Master Plan, and since it directly relates to the facility of Old Town Hall itself, staff worked to develop both projects concurrently.

In October of 2022, staff and Stais Architecture and Interiors (SAI) presented the Council with preliminary construction costs of \$2.13 million, which came in 28% above the budgeted amount of \$1.6 million. After this meeting, staff reevaluated the process that it was taking with the projects and sought the assistance of an owner's representative firm, Wember Inc., Owner's Representatives. Together with SAI, Wember assisted staff in taking the best approach in effectively using the space, meeting the needs of the community, and effectively using the budget. Wember and staff believed that it would be plausible for an expansion of the facility and the restrooms. The project team worked with a general contractor to explore these options, but ultimately the expansion ended up being too expensive with construction pricing coming in at \$2,325,739. Based upon the numbers that were received, Council directed staff to stay within the budgeted amount of \$1.6M and utilize the existing footprint of the facility.

Staff have been working with contractors to solicit the best price for this project. A guaranteed maximum price (GMP) contract is in front of Council currently for review. If approved, the project would start this summer with an anticipated completion date of approximately six (6) months

after the start of construction. The project will remodel the existing facility with an ADA ramp at the Main Street entrance to the facility, an update to the back of house and staff areas, improved guest service desk, and opening the main guest space to allow for better circulation. On the environmental side the project is going to electrify the facility by removing the gas service and reinstalling a new electrical boiler along with high efficiency heating units. The upgrades to the park will include a redesigned plaza with concrete seating wall with an integrated stage area, stamped and colored concrete, with low to no water landscaping.

### **Analysis:**

Over the past two years, SAI and Wember have worked with Town staff to explore different options for the Old Town Hall facility. Council directed staff to stay within the existing building footprint. The remodel and upgrades to the facility will greatly improve the functionality and aesthetics of the facility. While the exterior will remain relatively unchanged, apart from the ADA ramp that is being installed on the Main Street side of the facility, the interior renovation will create a better and more open space for visitors and allow staff to better serve those visitors. The restrooms will be upgraded, and more fixtures will be added to both men's and women's restrooms.

Upgrades will also be made to the park in conjunction with the remodel project. The park will now include a seating wall, planters, small boulder play area, a functional but decorative plaza, a stamped concrete stage area, and benches. While simple, the design creates a meeting area for the public and visitors, with the great backdrop of Mount Royal and beginning of the Ten Mile Range.

One of the major changes to the facility is that all gas service and equipment to the building will be removed and replaced with completely electric systems (electrical boiler, heating, and cooling units). Making this change starts a new chapter for the facility in its contributing to a greener future for the community and aligning with the Town's climate action goals for Town facilities, while retaining its historical value to the Town of Frisco.

The drawings were solicited for pricing, and the solicitation exercise resulted in two proposals. AD Miller, who is also working on the Slopeside Hall project at the PRA, proposed a guaranteed maximum price (GMP) of \$1,897,843.50 for the project, with Old Town Hall totaling \$1,533,854.46 and Old Town Hall Park totaling \$363,989.04. This was the lowest proposal for the project that was received out of the two proposals. The construction schedule is planned to take 6 months with a start date that is still being determined.

### **Financial Impact:**

The remodel of Old Town Hall is budgeted in the 2024 capital fund for \$1.5M and Old Town Hall Park is budgeted for \$500,000. The total budget for both projects combined is \$2M, and the proposal that was received from AD Miller comes in under the total budget amount for both projects.

### **Alignment with Strategic Plan:**

The Old Town Hall and Old Town Hall Park projects touch on all aspects of the Frisco Town Council's Strategic Plan:

- Inclusive Community

- The Americans with Disabilities Act (ADA) compliant ramp on the Main Street entrance to the facility, will now allow anyone into the facility to get more information about Frisco, Summit County, or local businesses.
- With inclusivity, sustainability, and accessibility being a pillar in strategic objectives, this project touches on all those aspects.
- At its core, Old Town Hall operates as a visitor center, and as such creates a deliberate interaction with the community and visitors.
- Thriving Economy
  - One of the draws to Main Street is its uniqueness in character and that it is a major hub for local businesses. With Old Town Hall being on Main Street as well, it helps generate more business for the community by keeping people on Main Street longer and realizing what is there to visit. The availability of comfortable, modern, and clean public restrooms is an economic necessity for Main Street. The positive experience that is longed for in the strategic plan is initiated in this building and the interaction that people have with Town staff. Recognizing this facility as an asset and preserving it to ensure that it can help sustain the local businesses that depend on a thriving Main Street. It has also been shown, through studies conducted by the Colorado Tourism Office, that visitation to a welcome/information center increases spending and business for the surrounding area(s). In Frisco's case, with the information center being at the heart of Main Street, people can easily access local businesses and contribute to the local economy and local small business owners.
- Sustainable Environment
  - The renovation and expansion of this facility will also bring about sustainable improvements to the facility. The gas service is going to be removed, as well as the gas fired boiler. With that removal, the electrical service for the facility will be bolstered and an electric boiler will be installed. Coupled with the heat pump that will be used for the HVAC system, there will be a reduction in greenhouse gas emissions. For the restrooms, low water fixtures will be utilized, and hand dryers will be used in lieu of paper towel dispensers. In addition, water bottle refilling stations will be available for public use and support Frisco's desire to see less use of single use plastic containers. For the park, low water plantings and almost no irrigation will be used. All these improvements will show that the Town wants to always take a sustainable approach when reinvesting in its assets.
- Vibrant Culture, Arts and Recreation
  - The fact that we would be reinvesting in a 125-year-old Town government asset to conserve its public usefulness for many more decades is the biggest cultural reason that this project supports the Town strategic goals. The park will revamp the space and create a small gathering space for people to stop and enjoy the location and the views.
- Quality Core Services
  - As mentioned previously, reinvesting in Town facilities ensures that the needs of tomorrow can be met, and can be done in a way that the community can be proud of. We cannot tell the Council in 2024 whether the future use of the building will be a visitor information center, but this investment in the facility will ensure that the building will reduce its future impact on climate change and that it can serve any appropriate function that Frisco needs.

**Environmental Sustainability:**

As mentioned in the alignment with the strategic plan, all gas service to the facility will be eliminated, the gas boiler will be replaced with an electric boiler, and the HVAC system will utilize a heating pump system. These improvements show a dedication to the environment, and that Frisco wants to ensure future generations will make the same decisions that are being made today; what is the future of Town facilities going to look like? The park scope of the project is going to use low water plantings and next to no irrigation to ensure that it is in alignment with the sustainability goal of the project.

In addition, the building will be ready to accept solar once we receive a grant to complete this project in a future capital plan year.

**Staff Recommendation:**

This project is budgeted for \$1.5M in the 2024 Frisco capital plan, with the park having a budget of \$500,000. The GMP price of \$1,897,843.50 (Old Town Hall - \$1,533,854.46 / Old Town Hall Park - \$363,989.04) for the project is within the overall budget and is in alignment with the 2024 capital plan, therefore staff recommends that the Town of Frisco go into contract with AD Miller for the Old Town Hall and Old Town Hall Park Renovation Projects.

**Reviews and Approvals:**

Tom Fisher, Town Manager  
Diane McBride, Assistant Town Manager  
Leslie Edwards, Finance Director  
Chris McGinnis, Town Engineer

**Attachments:**

Attachment 1 – 100% Construction Drawings Old Town Hall and Old Town Hall Park  
Attachment 2 – GMP Construction Agreement with AD Miller  
Attachment 3 – RES 24-26