



MEMORANDUM

P.O. Box 4100 ♦ FRISCO, COLORADO 80443

**TO: MAYOR AND TOWN COUNCIL**  
**FROM: ADDISON CANINO, ASSISTANT PUBLIC WORKS DIRECTOR**  
**RE: FRISCO BAY MARINA FUEL SYSTEM CONTRACT**  
**DATE: APRIL 13, 2021**

**Summary and Background:**

In 2019, the Town of Frisco decided to move forward with site and amenities improvements to the Frisco Bay Marina. This began with the Big Dig and Phase One site improvements. While taking a big chunk out of the Marina Master Plan, there are several other site and amenities improvements that need to be completed. One major piece to this Marina puzzle is a new fuel system, which can also be another revenue stream, that is missing at this point in time.

**Analysis:**

Currently, the Frisco Bay Marina does not have a working fuel system, and marina staff are having to fuel from a fuel cell on shore. While it has worked because it has had to work, it is time to upgrade the way that fuel is dispensed at the marina. When the old fuel system was up and running, that was a revenue stream at that point in time, and now that is gone. 2020 was a great year for the marina and showed that while the improvements which were made in 2019 were great, the Town needs to continue to keep upgrading its product to the community and visitors. With more boats on the water and no fuel system to accommodate that, people will go across the lake or bring their own fuel with them. This missed opportunity is something that the Town can capitalize on at this time.

In early 2021, Town staff issued a request for proposal for design-build services for the Frisco Bay Marina Fuel System. There are many facets to this project and a lot of intricacies. Not only are dispensers required to sell customers fuel, but grounding and bonding of the fuel dock and gangway are essential, and lay the framework for the fuel system itself. This is required to ensure the safety of all parties involved in the fueling process. Next comes fuel piping, electrical work, monitoring equipment, communication equipment, and a new fuel tank. For marina staff, having a new fuel system will allow them to accurately track fuel usage, keep track of their rental fleet, and greatly increase the efficiency at which Marina staff can get boats ready for their next rental.

**Financial Impact:**

The proposal from Kubat Equipment and Service Company came in at a total price of \$742,905.88. While this is higher than the budgeted \$500,000, it is worth taking a look at all of the projects which were budgeted for; Office/Guest Service Building, Lift Station, Fuel System,

Extend Water and Sewer Lines, and Site Work – Building and Turnaround. In the past, the marina has only sold fuel on the fuel dock itself and not on shore. Utilizing new point of sale systems that will be built in to the pumps themselves will create a new revenue stream that is not being capitalized on at this time. If the Town were to add a convenience fee to the fuel sales, then this is a great opportunity to gain revenue, but also provide a much needed service at the marina.

(Please see attachment 1)

**Alignment with Strategic Plan:**

The fuel system construction would be in alignment with Vibrant Recreation and Quality Core Services. The continued improvements at the Frisco Bay Marina would fall under Vibrant Recreation, while producing another revenue stream for 12 weeks a year/providing another service to users at the marina.

**Environmental Sustainability:**

This new system would have many safety features that would safeguard the surrounding environment. Leak detection, up-to-date containment and storage, and electrical safety on the docks for guests/aquatic wildlife.

**Staff Recommendation:**

Staff recommends that the Town of Frisco Town Council approve and go under contract with Kubat Equipment and Service Company to ensure that the Frisco Bay Marina creates a better guest experience by providing a much needed service to marina users, all the while producing another revenue stream for the months of operation.

**Reviews and Approvals:**

Jeff Goble, Public Works Director  
Bonnie Moinet, Finance Director  
Nancy Kerry, Town Manager

**Attachments:**

- Attachment 1 – Resolution
- Attachment 2 – Construction Agreement with Kubat
- Attachment 3 – Kubat Bid
- Attachment 4 – Frisco Bay Marina Capital Project Cost Breakdown Budgeted vs. Bid Amount(s)