



MEMORANDUM

P.O. Box 4100 ♦ FRISCO, COLORADO 80443

TO: MAYOR AND TOWN COUNCIL
FROM: JEFF GOBLE, PUBLIC WORKS DIRECTOR
RE: GAP PROJECT MEDIAN & ROUNDABOUT SOLE SOURCE DESIGN CONTRACT WITH NORRIS DESIGNS
DATE: NOVEMBER 30, 2021

Summary and Background: During the October 12, 2021 Council meeting, Council directed staff to instruct Norris Designs, of Frisco, Colorado to write a sole source proposal for the design and production of construction documents for the beautification of the medians and roundabouts within the recently completed CDOT Gap Project. Council's justification to have this be a sole source proposal is that Norris Designs has already completed a significant portion of this project with the completion of the 2019 Design Concepts and therefore is intimately familiar with the project.

Analysis: During the summer of 2019, Norris Designs was selected by the Town to produce conceptual designs for the improvement and beautification of the new medians and roundabouts associated with the Gap project. These original conceptual designs were once again presented to the Council on October 12, 2021 where Council determined that they would like to pursue the "mountain theme" of the 2019 conceptual designs.

Norris Designs has presented the Town with a proposal to design the improvements within the Gap project for a cost not to exceed \$94,700.00. The proposal includes the following tasks

- Task 1 – Programming and Conceptual design
- Task 2 – Schematic Design
- Task 3 – Design Development
- Task 4 – Construction Drawings
- Task 5 – Construction Observation.

Council will have the opportunity to comment on the designs throughout the process. This proposal also includes a public outreach component to obtain community input through the process as well as a work session with the Planning Commission to obtain their input.

Once this design project is complete, the Town will have designs and construction drawings

ready to put out for bid for the construction of both the roundabout and median improvements. The current phasing plan is to improve the two new roundabouts in 2022 and then work on the medians in 2023.

Financial Impact: The funds for this design project will come from the Gap Project line item in the Capital Improvement fund (20-2000-4992). Sufficient funds for this design project were budgeted in both the 2021 and 2022 budgets.

Alignment with Strategic Plan: This project aligns with the Quality Core Services and Vibrant Community section of the Strategic Plan by creating a beautiful, functional and welcoming image as motorists travel on Summit Blvd.

Environmental Sustainability: This project has components of Environmental Sustainability in that all designs will incorporate very low water use elements as well as low maintenance hardscaping features.

Staff Recommendation: Based on the information contained in this report, it is recommended the Town Council instruct staff to enter into a Goods and Services contract with Norris Designs for Phase 2 of the Frisco Medians and Roundabouts project at a cost not to exceed \$94,700.00.

Approved By:

Tony O'Rourke, Town Manager
Leslie Edwards, Finance Director

Attachments:

Attachment 1 – Norris Designs Proposal

Attachment 2 – Goods and Services Form of Contract to be used