



TOWN OF DILLON
Planning and Zoning Commission
Special Meeting
VIA MICROSOFT TEAMS
Dillon Town Hall | 275 Lake Dillon Drive | Dillon, Colorado
Wednesday, February 1, 2023 | 5:30 p.m.
STAFF SUMMARY

DATE: February 1, 2023

AGENDA ITEM NUMBER: 6.a.

DISCUSSION ITEM: Town Center Walkability Discussion

TIME FRAME:

- Summer 2022: Town Council requested that the Town Manager find a consultant to start designing walkability improvements to the Dillon Town Center.
- September 2022: The Town issued an RFP requesting an experienced landscape architecture and engineering team that could analyze the Town Center, propose changes, create construction documents, and perform construction administration services for the project.
- October 2022: Town staff and two council members interviewed three candidates in person at Dillon Town Hall.
- October 18, 2022: Town Council awarded the contract to Clark & Enersen to provide a Town Center Walkability Design
- January 17, 2023: Clark & Enersen made a preliminary concept presentation to the Dillon Town Council during work session

SUMMARY:

The Town issued an RFP to study walkability improvements in the Dillon Town Center. The Town received three proposals with varying scopes of work from the three consultants:

- Clark & Enersen (Fort Collins, CO)
- Galloway & Company, Inc. (Greenwood Village, CO)
- Zehren and Associates (Avon, CO)

The three proposals were quite different in scope and cost of service and all three design teams were extremely qualified. The interview process became very important in selecting the consultant for this design effort. After the interviews, it was determined that Clark & Enersen had incredible energy and enthusiasm for this project and presented some good solid initial ideas to successfully implement walkability changes to the Town Center.

The proposal from Clark & Enersen (the "**consultant**") is attached for reference (**Exhibit 'C'**). The awarded project amount is \$75,500. The project is funded through the Dillon Urban Renewal Fund in the 2022 budget.

Town staff has met with the consultant on numerous occasions and the consultant recently presented draft concepts to the Dillon Town Council during their works session meeting on January 17, 2023, (**Exhibit 'A'**). The consultant aimed to gain some thoughtful feedback during that presentation. Meeting notes from that work session are also attached hereto (**Exhibit 'B'**). A reference document for the consultant is the MSA Town Core Master Plan (**Exhibit 'D'**).

The consultant also intends to gain public feedback and hold stakeholder meetings. Town staff seeks Planning Commission feedback on the draft presentation the consultant discussed with the Town Council during their January 17 meeting. Town staff will relay the Planning Commission's comments back to the consultant and may schedule the consultant to attend a future Commission meeting.

DEPARTMENT HEAD RESPONSIBLE: Ned West, AICP, Sr. Town Planner

Exhibit 'A'
January 17, 2023
Town Center Walkability
Preliminary Concepts Presentation

Exhibit 'B'
Meeting Notes from January 17, 2023

Exhibit 'C'
Clark & Enersen Proposal

Exhibit 'D'
MSA Town Core Master Plan