

MEMORANDUM OF UNDERSTANDING

Between

Colorado Department of Local Affairs – University of Colorado Denver,
Colorado Center for Community Development

And

The City of Grand Junction, CO

WHEREAS, the Colorado Department of Local Affairs, hereinafter DOLA, has contracted with the University of Colorado Denver Colorado Center for Community Development, hereinafter UCD, to provide technical assistance in a 64 county area of Colorado, and

WHEREAS, **the City of Grand Junction**, hereinafter the **City (250 N. 5th Street, Grand Junction, CO 81501)**, has requested assistance through this program to assist in a **study of architectural and programming feasibility of a potential joint campus for the Museums of Western Colorado (MWC), Western Colorado Center for the Arts (WCCA) and the Grand Junction Symphony Orchestra (GJSO) at the current MWC location in downtown Grand Junction. The study will consider the opportunities of redevelopment through programming and concept ideas architecturally using the current MWC site and existing structures for a partnered facility, and**

WHEREAS, the DOLA and UCD desire to assist local governments and political subdivisions of the State that are experiencing social and economic impacts resulting from the development of energy/mineral resource industries in Colorado, and,

WHEREAS, it is necessary and desirable to specify these services, the desired end products, and the responsibilities of both the DOLA, UCD, and the **City** in completing this project,

NOW, THEREFORE, it is hereby agreed that:

I. SCOPE OF WORK

UCD shall provide the services to the **City** as detailed in Attachment A-Scope of Services Dated 11/27/2017.

II. COST ESTIMATE

Work will be billed to the **City** at completion of the final work task. It is estimated that work on this project will be **\$13,625.00** and the **City** is requested to contribute or match a not to exceed amount of **\$8,175.00** of the project costs to cover the time, travel, expenses, follow-up review and preparation of the final documents.

III. PAYMENTS

UCD shall submit an invoice to **City** upon completion of services for the **City** contribution of **\$8,175.00**. Invoices will be sent to the following:

City of Grand Junction, Colorado
ATTN: Greg Caton, City Manager
250 N. 5th Street
Grand Junction, CO 81501

Phone: 970-244-1508
Email: gregc@gjcity.org

Payments, identifying a UCD invoice number, will be sent within 30 days of invoice to:

University of Colorado Denver
ATTN: Michelle Deering
Manager of Grants and Contracts
Campus Box 126, P.O. Box 173364
Denver CO 80217-3364

IV. Department and Community Responsibilities

UCD will provide the personnel and administrative oversight to accomplish the objectives as described. Student Employees of UCD may do some necessary research, plans, and prepare documents in accordance with the scope of work. Supervision of the students and their work tasks rests with **Chris Endreson**, Community Development Specialist for UCD. **Kimberly Bullen**, Regional Manager will monitor the Project on behalf of DOLA.

V. Period of Performance

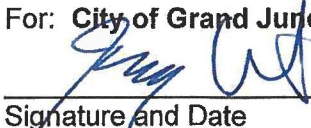
This agreement will be deemed valid by the authorized signatures and it is anticipated that work can begin when fully executed and completed by **12/10/2018**.

VI. Changes and Termination

The UCD Technical Assistance Program, the Colorado Department of Local Affairs, or the **City** may, from time to time require changes in the Scope of Services of this agreement. In the event changes are required they must be made with the agreement of all parties. Either party may terminate this agreement by giving written notice of such termination and specifying the effective date thereof, at least thirty (30) days before the proposed date of termination.

VII. Agreement

For: **City of Grand Junction, Colorado**

 _____ Title: City Manager
Signature and Date

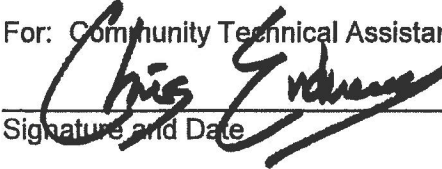
For: Department of Local Affairs

 _____ Title: Regional Manager
Signature and Date

For: University of Colorado Denver, Colorado Center for Community Development

_____ Title: Assistant Dean of Finance and Administration
Signature and Date

For: Community Technical Assistance Program

 _____ Title: Community Development Specialist
Signature and Date

ATTACHMENT A – SCOPE OF SERVICES
Between
Colorado Department of Local Affairs / University of Colorado Denver,
Colorado Center for Community Development
And
City of Grand Junction
11/27/2017

Arts and Culture Campus – Grand Junction, CO
Feasibility and Opportunity assessment for a joint campus facility(ies).

The University Technical Assistance Program at CCCD has been requested to provide design and planning assistance services for a project in partnership between the City, the Museums of Western Colorado (MWC), Western Colorado Center for the Arts (WCCA) and the Grand Junction Symphony Orchestra (GJSO). The desire by the partners is to look at the potential feasibility and opportunity of developing an Arts and Culture campus on the existing MWC site in downtown Grand Junction. The partners have asked for the UTA program at CCCD to help in this preliminary research and visioning that will entail programming and planning assistance to identify what might work on this location and within the constraints that exist.

Background: Project Partners

City of Grand Junction

Grand Junction is located on the western slope of Colorado along the I-70 corridor and situated at the confluence of the Colorado and Gunnison Rivers. The city is the county seat of Mesa County and most populous city in the county. Population is estimated at 60,000+ residents. The city is surrounded by incredible natural landforms and has an elevation of 4,593 feet above sea level. Grand Junction is an economic hub for the region and greater area. The city and surrounding area are well known for abundant outdoor recreation opportunities and the year-round ideal weather conditions.

Museums of Western Colorado

The Museums of the West offers a thousand years of history that can be experienced. "Ride" in a stagecoach, "fly" a 1958 Cessna, gaze upon an ancient Anasazi pottery, follow the history of the weapons that tamed the west and venture into our uranium mine that will take you back to the "boom" of the 1950s. Discover exciting new exhibits that educate and entertain. Get connected to a wealth of historical, genealogical and natural history materials in the Loyd Files Research Library.

Western Colorado Center for the Arts

Founded in 1953, the Western Colorado Center for the Arts is a community arts organization dedicated to improving quality of life by promoting the enjoyment and understanding of the visual arts and related arts through studio art instruction, educational programs for children and adults, exhibitions, and the acquisition, care, and display of a permanent art collection.

Grand Junction Symphony Orchestra

The Grand Junction Symphony Orchestra began as the Mesa College Symphony in the 1930's. In 1978, community leaders and musicians decided to found the Grand Junction Musical Arts

Association, now the Grand Junction Symphony Orchestra (GJSO). In August of 1987, Maestro Kirk Gustafson joined the GJSO as the Music Director and remained in that position for nearly 30 years, retiring in June of 2016.

In April of 2016, Charles Latshaw was named the new Music Director of the Grand Junction Symphony Orchestra and began his tenure with the 2016-17 Season.

The GJSO, now in its 40th season, provides high-quality orchestral performances and educational programs to the residents of Mesa County, the Grand Valley and the Western Slope of Colorado. The GJSO is proud to be the largest professional orchestra between Denver and Salt Lake City and the largest arts organization in the Grand Valley. The organization has grown to a subscriber base of over 900 individuals and is a Level Six orchestra based on guidelines of the League of American Orchestras.

The Project:



Figure 1 Existing Site and Buildings

Work under this scope includes developing options for redevelopment of the Museum of Western Colorado site and structures located in downtown Grand Junction between 4th and 5th streets. The project will consider options of design and configuration that will identify the feasibility and opportunity of creating a joint Art and Culture Campus for the current Museum of

Western Colorado – Museums of the West, the Western Colorado Center for the Arts and the Grand Junction Symphony Orchestra administration. The Assessment will lead to design and development of drawings/exhibits in order to generate schematic layouts for building floor plan configurations and space use scenarios and site redevelopment requirements.

The concept for this partnership and desire to understand the opportunity of a joint use facility is due in part to necessity and also the vision to create a central arts and culture hub to better serve the city and region. Relative to necessity, both the WCCA and the GJSO have been discussing the need for new facilities to better serve their respective programs. Both organizations need more space to operate efficiently and provide the services/programs they offer the community. Also, the MWC has been trying to identify ways in which the current museum location could be enhanced and diversify activity there. Conversations between the organizations identified a potential opportunity to partner and create a centralized campus with shared resources and educational facilities while providing the needed enhancements that each requires to continue top notch programs and services.

Museums of Western Colorado – Museums of the West: Site and Structures

The current site and proposed area of focus for this project is the property currently owned and operated by the MWC located on the block between 4th and 5th streets and between the alley to the north and Ute Ave. to the south.

The site area is documented at approximately 1.15 acres (125 ft. by 400 ft.) and currently has two existing structures and central parking located within. The MWC owns both buildings and both are designated historic structures also.

The first building, the C.D. Smith building is where the Museum of the West and the MWC administration function from. The building is approximately 36,000 square feet encompassing two stories and a partially above garden level basement. Programmatically the building contains administrative and office space, the primary gallery space, a shop and exhibit preparation lab, the research library, gift store, storage space and building support spaces. The building does have an elevator that was added with the addition of an observation tower in the southwest corner.

The second building is the Whitman Education Center which is primarily used as a meeting space and event space. At approximately 7,600 square feet the building is also two stories with a basement area.

Programmatically the building contains a large event space and 4 classroom spaces used for smaller meeting/educational needs as well as building support space.

MWC needs pertaining to this study:

- More classroom and education spaces
- Indoor event space
- Possibility that these could be part of a shared use facility/space

Western Colorado Center for the Arts

The WCCA has been entertaining the idea of a new facility for some time due to the fact that they have outgrown their current building located on N. 7th Street. Not only that, but the current building lacks space needed to perform and create per their mission and the existing site has no

room for expansion. The current building is around 17,600 square feet consisting of gallery space, some office space, workshops, classroom spaces and building support.

WCCA needs pertaining to this study:

- New programmed space up to around 50,000 square feet, including:
 - Gallery and public space
 - Educational classroom space
 - Workshops
 - Library
 - Gift shop
 - Administration and office space
 - Storage
 - Building support and restrooms
- Outdoor space for programs
 - Kiln
 - Pottery Storage
 - Gathering space
- Shared use facility/space – this may encompass some of the above programmed spaces

Grand Junction Symphony Orchestra

The GJSO administration current operates out of space located on Main Street in downtown Grand Junction. The organization has also been discussing the need of more space to enhance their operation. The current space primarily functions and administration space, but the goal is to create more for the musicians and the interested public.

The orchestra performs at the local Avalon theatre which will continue, but the added programs desired would be spaces that enhance the experience for the musicians and the educational opportunities for the public.

GJSO needs pertaining to this study:

- New programmed space at around 13, 500 square feet, including:
 - Administration and office space
 - Board Room
 - Education space
 - Practice and Rehearsal space
 - Library
 - Box office
 - Event space
 - Storage
- Shared use facility/space – this may encompass some of the above space

All three organizations have identified that some of the space desired might be better programmed as shared between them and have asked that this be explored to better use the sites limited space. This may be separate structure or integrated into renovations and additions.

Whitman Park

Also included in this exercise is a conceptual options study into potential opportunities of redevelopment for the adjacent Whitman Park south of Ute Avenue and the project site. The

partners are interested in potential opportunities of redevelopment that would compliment the new Arts and Culture center.

Opportunities such as an outdoor event/performance and gathering space have been primarily discussed, but are open to exploration. Access to the site will be the primary hurdle with Ute Ave a heavily travel arterial one-way, separating it from the MWC site. The park is approximately 2.51 acres.

The park is under utilized and doesn't have a positive image within the community that redevelopment ideas could help to bring it to a new level of respect and use.



Figure 2: Aerial Image showing proximity of Whitman Park to MWC site

Work tasks will be paced based on upcoming steering group meetings and directed by the findings of site visits, end user surveying and coordination meetings/calls.

Work will focus on the development and assistance of:

- Space planning and program development on the MWC Site
- Assessment of the existing structures
- Basic building code outline
- New and renovation concept plan schemes
- Site/campus concept schemes
- Parking and site access
- General building requirements, adjacencies and details
- Integration of the adjacent Whitman Park
- Access and pedestrian circulation
- Construction typologies
- Preliminary cost / cost magnitude

The general goals of the project include:

- Explore the use of existing structures for needs gaps.
- Create programs for new spaces that fill the needs gap.
- Create a unified campus for associated facilities to operate out of.
- Explore opportunity for combined programs space.
- Explore creating productive and future minded facilities.
- Explore sustainability concepts for the campus and facilities.
- Define site use and circulation.
- Explore a unified architectural look and style that compliments the City.
- Have a thoughtful set of preliminary assessment and programmatic documents to strengthen grant applications and other funding opportunities.

Anticipated Project Steps:

Step One: (Base mapping, programming and conceptual design)

- Project Kick-Off meeting
 - Review anticipated design goals, opportunities and constraints.
 - Tour existing facilities to better understand current conditions.
- Site Investigation (existing and proposed) and Field Measuring/assessment (this step may be concurrent with the Kick-Off meeting)
 - Collect drawings from the City if they exist. Mapping is preferred to be digital such as GIS, AutoCAD and other Meta data Aerials.
 - Develop baseline plans for use in space layout and configuration.
- Programming of space and end user requirements
 - Survey staff and users of the building to understand space breakdowns and understand needs.
- With this information in hand the UTA team will begin predesign to develop base plan schemes, graphics, illustrations and precedent boards for input.

Step Two: (Schematic layout of adjacencies for floor plans, site plans, etc.)

- Designs will progress to design option concepts of plan layouts for renovations elevations and site layout and enhancements.

- The UTA team will coordinate with the staff/steering committee to structure a workshop to present and gather desired use and needs and to understand concerns. Information gathered will be incorporated into the designs.
- With this information in hand the UTA team will pursue further design development and alternate clarification in preparation for another workshop.

Step Three: (Plan Refinement and more detailed documenting for the final report)

- A second workshop will be held to review the findings; presents design alternates and illustrations for comment and feedback.
- Feedback from these workshops will be combined into one final plan for final work product. It is expected that some details might remain within this stage, but be ready for inclusion in the final deliverables.
- Final presentation will be offered to gain further clarification on the final plans prior to preparation of the final report.
 - Final work product will include a report of findings and recommendations, illustrations and plans and other related information. Electronic files will also be submitted for district use.

Process/Services to be Provided:

- Document and assess the existing buildings related to improvements required for renovated and new facilities.
- Prepare schematic diagrams and plans to indicate possible alternatives and solutions for buildings and site.
- Develop a rubric for assessment, including costs, funding sources, tangible need/important scope (low hanging fruit)
- Prepare materials for promotion of the project to highlight the improvements
- Cost estimations/opinions of cost
- Report or master plan for grant support and assist in direction after UTA assistance

Requested Documents

- Site plan/parcel map of the property (digital or hard copy)
- Existing building plans and/or as built drawings (if available)
- Other plans or documents that would assist in the evaluation of the facilities.

Timeline:

It is estimated that work can begin with the kick-off meetings upon execution of the MOU, with monthly or so spacing of the remaining meetings per steering committee coordination. Work will be developed and during the spring, summer and fall months. Presentation materials, budgets and other deliverables are to be coordinated with the steering committee for coordination with the other phases of assessments ongoing at the building. More solid dates will be offered as the project begins. It is anticipated that the project completion date would be no later than December 10, 2018. Depending on start date, some deliverables will be available for further grant applications and outreach ventures.

Project Disclaimers:

All design work and reports will be assembled and provided to the CITY in electronic format for later use and local reproduction.

Work is intended to be conceptual or Master Plan in nature and provides the client with direction for future design and construction phases. It is not intended to provide construction or bid plan documents. No architectural, structural or other hard engineering work is implied or intended under this scope of work. Later phases with more detailed mapping, engineering and professional services will bring these ideas to a more complete stage.

Work Scope Cost Estimate:

The Work will be billed to the CITY at completion of the final work task. It is estimated that the Work will require \$13,625.00 to cover the student intern work, design supervision, expenses, follow-up review and preparation of the final documents. Student interns performing the Work described hereunder are employees of the University/CCCD and not agents or employees of the local government. Student interns are compensated by the University/CCCD through the grant which funds the UTA program and are subject to the employment terms and conditions of the University/CCCD.

The CITY will match CCCD-DOLA funds in the following breakdown dictated by the DOLA regional manager:

Feasibility & Programming		\$12,325
Operating/Materials		\$ 1,300
Total Project Cost	(100%)	\$13,625
City Project match	(60%)	\$8,175
CCCD-DOLA Matching Funds	(40%)	\$5,450

End of Attachment A