

Date: November 12, 2025

To: Weber County Board of County Commissioners

From: Scott Mendoza
Community Development Department

Agenda Date: November 18, 2025

Subject: Request for approval of a first amendment to an existing agreement by and between Weber County and MHTN Architects, Inc. for Weber Center renovation and site parking feasibility study services.

Attachment(s): A – Amendment Number 01 to Weber Center Renovation Feasibility Study Agreement

Summary:

Weber County, with assistance from MHTN Architects, is studying and identifying opportunities associated with updating the Weber Center's exterior and renovating areas within the existing building. To identify opportunities, the study is currently consider improving: 1) the public's experience and customer service by making county offices easier to access; 2) wayfinding; 3) office layouts that can lead to organizational efficiency and enhanced safety; and 4) parking conditions and the parking area that serves the Weber Center.

The original agreement, between Weber County and MHTN, was limited to studying the Weber Center Building only, but this amendment will allow MHTN to study and provide concepts, cost estimates, and recommendations related to a well-designed surface parking area.

MHTN Architects will continue to lead all workshops and meetings and will develop a final feasibility study report to document findings, recommendations, options, phasing, and cost estimates.

The additional cost of studying and conceptually designing the parking area is \$17,975.00. The original contract amount was \$48,790.00; therefore, the entire study cost will be \$66,765 if the amendment is approved. The study is anticipated to be completed in mid-December.



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Amendment to the Professional Services Agreement**PROJECT:** *(name and address)*

Weber Center Renovation

AGREEMENT INFORMATION:

Date: August 5, 2025

AMENDMENT INFORMATION:

Amendment Number: 01rv1

Date: October 06, 2025

OWNER: *(name and address)*Weber County
2380 Washington Boulevard
Ogden, Utah, 84401**ARCHITECT:** *(name and address)*MHTN Architects, Inc.
280 South 400 West, Suite 250
Salt Lake City, Utah 84101

The Owner and Architect amend the Agreement as follows:

This Amendment expands MHTN Architects' scope of services for the Weber Center Renovation Feasibility Study to include an evaluation of the property located to the east of the Weber Center. The expanded study will consider the site needs, and overall design character and environmental quality within downtown Ogden.

The MHTN team will collaborate with Weber County to explore opportunities for transformation and enhancement of the Weber Center, including a re-envisioned entry, exterior elevation, and select interior modifications. The effort will address activation, wayfinding, and operational efficiency within the Weber Center and its relationship to adjacent county-owned properties.

Assumptions

- The feasibility study duration will be approximately 3–5 months (July–December).
- Work will commence upon approval of this Amendment and execution of the contract by Weber County and MHTN.
- Scott Mendoza will serve as the County's primary point of contact.
- Ryan Wallace will serve as Principal-in-Charge; Joe Millilo as Project Manager; and Alejandra Castillo and Julie Braam will lead programming and design.
- Weber County will provide available existing drawings and information relevant to building construction, maintenance, spatial allocation, and operations.

Scope of Services

MHTN's services for this Amendment shall include the following tasks:

1. Confirm existing conditions information provided by Weber County and interview key stakeholders as directed by the Project Manager.
2. Analyze and document anticipated future space needs and growth projections.
3. Conduct bi-weekly coordination meetings up to 8 meetings total, blended between virtual and in-person as needed.
4. Study and analyze site and building connectivity within the Weber Center campus.
5. Explore potential programmatic synergies across county facilities based on findings for program-level needs.
6. Provide planning-level analyses of relevant structural, mechanical, and electrical systems as needed to support feasibility of recommended improvements.
7. Analyze potential reconfiguration of the eastern façade of the Weber Center.
8. Provide planning-level cost opinions and project prioritization with phasing and schedule considerations.
9. Prepare and deliver two (2) renderings, one interior and one exterior.
10. Develop four (4) site concepts based on options sent from Scott Mendoza, to explore potential parking, landscape, and placemaking amenities on the property owned by the County east of the Weber Center.
11. Select and document a preferred site plan option to meet the parking, access, and landscape vision for the County including planning-level costs, utility diagrams, and narrative.

Attachment A

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Reimbursable Expenses

Reimbursable expenses are limited to those approved in advance by the Owner and will be billed at 1.1 times direct cost. Travel costs are based on an allowance of eight (8) round trips from Salt Lake City to Ogden.

Exclusions

Excluded from this Amendment are: Survey, Geotechnical, Special Inspections, Hazardous Material Testing, Asbestos Abatement, Plan Check, Permit Fees, and 3D Building Scan Services.

Except as modified herein, all other terms and conditions of the Agreement between Weber County and MHTN Architects, Inc. remain unchanged and in full force and effect. This Amendment is intended solely to expand the scope of services and related compensation as described above.

The Architect's compensation and schedule shall be adjusted as follows:

Compensation Adjustment:

Fee for this amendment 01: Seventeen Thousand Nine Hundred Seventy-Five Dollars and Zero Cents (\$17,975.00).

Base Agreement Compensation: Forty-Eight Thousand Seven Hundred Ninety Dollars and Zero Cents (\$48,790.00).

Total Combined Compensation: Sixty-Six Thousand Seven Hundred Sixty-Five Dollars and Zero Cents \$66,765.00)

Schedule Adjustment:

Final Deliverable: December 15, 2025

SIGNATURES:

MHTN Architects, Inc.

ARCHITECT (Firm name)



SIGNATURE

Peggy A. McDonough
President

PRINTED NAME AND TITLE

November 06, 2025

DATE

Weber County Commission

OWNER (Firm name)

SIGNATURE

Sharon Bolos
Chair of the Board

PRINTED NAME AND TITLE

DATE