



**City of Fort Lupton
City Council
SPECIAL MEETING**
Monday, June 20, 2022
6:00 PM
130 South McKinley Avenue

Zo Stieber, Mayor
Valerie Blackston, Ward 1
Chris Ceretto, Ward 2
Carlos Barron, Ward 3
David Crespin, Ward 1
Claud Hanes, Ward 2
Bruce Fitzgerald, Ward 3

You may join in person or join remotely by clicking on:
<https://global.gotomeeting.com/join/851983253>

Call to Order

Pledge of Allegiance

Roll Call

Persons to Address Council - This portion of the Agenda is provided to allow members of the audience to present comments to the City Council. The City Council may not respond to your comments this evening, rather they may take your comments and suggestions under advisement or your question may be directed to the appropriate staff member for follow-up. Please limit the time of your comments to three (3) minutes - Mayor Stieber

- a. Melia Inge

Approval of Agenda

Review of Accounts Payables

- a. June 20, 2022 Accounts Payable

Consent Agenda - Consent Agenda items are considered to be routine and will be enacted by one motion and vote. There will be no separate discussion of Consent Agenda items unless a Councilmember so requests, in which case the item may be removed/moved from the Consent Agenda.

- a. June 7, 2022 City Council Meeting Minutes
- b. June 7, 2022 Marijuana Licensing Authority Meeting Minutes
- c. AM 2022-097 Approving a Resolution Appointing the List of Candidates (Exhibit "A") to the Ad Hoc Committee for the Recreation Center Expansion
- d. AM 2022-098 Approving a Resolution of the City Council of the City of Fort Lupton Appointing Directors to the Board of Directors of North Land Industrial North Metropolitan District Nos. 1 & 2
- e. AM 2022-099 Authorize the City Administrator to Accept a Scope of Work from Dig Deep to Provide Grants Related to Technical Assistance Services for the Community Park Inclusivity Project

- f. AM 2022-100 Approving a Resolution Ratifying the Appointment of Jimmy Dominguez by the Mayor to the Planning Commission as a Regular Member for a Three-Year Term Beginning June 20, 2022 and Ending June 20, 2025
- g. AM 2022-104 Approving Discounts for Committee Volunteers for ½ Price Entry Fee at the Fort Lupton Recreation Center, 20% off a Monthly or Annual Pass to the Committee Members and his/her Dependents and 50% off Green Fees at Coyote Creek Golf Course
- h. AM 2022-105 Approving the Clarification of City Council "Other Meetings" Designations in Ordinance 2013-962; Where "Other Meetings" Shall Mean Any Meeting Where an Agenda has Been Posted and Where Three (3) Elected Officials are Participating

Public Hearings - Public Hearings allow members of the audience to present comments and questions to the City Council on the item being presented. Comments and questions may be limited to three (3) minutes- Mayor Stieber

- a. Memo to Request Continuance of the Champion Xpress Car Wash Special Use Permit Public Hearing to July 5, 2022
- b. Memo to Request Continuance of The Flats at Lupton Village Change of Zone Public Hearing to July 5, 2022
- c. Memo to Request Continuance of The Flats at Lupton Village PUD Preliminary Plat and PUD Plan Public Hearing to July 5, 2022

Action Memorandum

- a. Memo to Request Continuance of The Flats at Lupton Village PUD Final Plat and PUD Plan Public Meeting to July 5, 2022
- b. AM 2022-101 Approving the SCADA Computer Upgrades at the Waste Water Treatment Plant (WWTP) for an Amount not to Exceed \$35,892 allocated from Waste Water Fund
- c. AM 2022-102 Authorize Work Order for Jacobs (OMI) for CH2M Hill Engineers, Inc. for Maximum Not to Exceed \$499,955.00 for Professional Engineering Services for Design and Permitting of the Water Treatment Plant (WTP) Expansion Project
- d. AM 2022-103 Splash Park Full Site Design & Construction Drawings for an Amount Not to Exceed \$99,364.40 Allocated from the General Fund, Parks Department's Capital Expenditure

Staff Reports

Mayor/Council Reports

Future City Events

a. Upcoming Events

Adjourn

Executive Session "To determine positions relative to matters that may be subject to negotiations, develop a strategy for negotiations, and/or instruct negotiators, pursuant to C.R.S. § 24-6-402(4)(e)." Intergovernmental Agreement for New Facility



City of Fort Lupton

Check Report

By Check Number

Date Range: 06/08/2022 - 06/21/2022

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Bank Code: Golf Course-Golf Course						
000024	ACE HARDWARE OF FORT LUPTON	06/14/2022	Regular	0.00	311.51	85169
94440	Invoice	06/07/2022	GOLF-WHEELBARROW/TOOLS-MAINTS	0.00	262.96	
94462	Invoice	06/08/2022	GOLF-PAINT-MAINT	0.00	7.59	
94465	Invoice	06/08/2022	GOLF-GLOVES/SUPPLIES-MAINT	0.00	40.96	
000028	ACUSHNET COMPANY	06/14/2022	Regular	0.00	124.64	85170
913417328	Invoice	05/31/2022	GOLF-MERCHANDISE-PRO SHOP	0.00	124.64	
000048	AIRGAS USA LLC	06/14/2022	Regular	0.00	17.30	85171
9988995057	Invoice	05/31/2022	GOLF-CYLINDER RENTAL-MAINT	0.00	17.30	
002956	BUTLER SNOW LLP	06/14/2022	Regular	0.00	1,716.00	85172
10340552	Invoice	06/06/2022	GOLF-LEGAL ADVICE FOR BONDS-GOLF	0.00	1,716.00	
000183	CALLAWAY GOLF SALES COMPANY	06/14/2022	Regular	0.00	1,704.36	85173
934912477	Invoice	05/25/2022	GOLF-MERCHANDISE-PRO SHOP	0.00	201.60	
934914715	Invoice	05/26/2022	GOLF-MERCHANDISE-PRO SHOP	0.00	201.60	
934921570	Invoice	05/26/2022	GOLF-MERCHANDISE-PRO SHOP	0.00	713.16	
934933309	Invoice	05/27/2022	GOLF-MERCHANDISE-PRO SHOP	0.00	216.40	
934935617	Invoice	05/28/2022	GOLF-MERCHANDISE-PRO SHOP	0.00	201.60	
934935670	Invoice	05/28/2022	GOLF-MERCHANDISE-PRO SHOP	0.00	170.00	
002000	CIT GROUP/COMMERCIAL SERVICES	06/14/2022	Regular	0.00	799.70	85174
SI-1099957	Invoice	06/06/2022	GOLF-MERCHANDISE-PRO SHOP	0.00	799.70	
000239	CITY OF FORT LUPTON	06/14/2022	Regular	0.00	80,397.74	85175
FIN2022161	Invoice	06/01/2022	GOLF-PAYROLL EXPENSE 4/30-5/13/22 PAID ...	0.00	40,995.95	
FIN2022162	Invoice	06/01/2022	GOLF-PAYROLL EXPENSE 5/14-5/27/22 PAID ...	0.00	39,167.91	
FIN2022167	Invoice	06/03/2022	GOLF-REIMBURSE VERIZON INV 9907479849...	0.00	206.32	
FIN2022170	Invoice	06/03/2022	GOLF-POSTAGE USED IN APR22-PRO SHOP	0.00	27.56	
002672	CREATIVE FABRICATIONS, LLC	06/14/2022	Regular	0.00	804.80	85176
1826	Invoice	05/20/2022	GOLF-T-MARKERS-MAINT	0.00	804.80	
000536	GOLF AND SPORT SOLUTIONS LLC	06/14/2022	Regular	0.00	1,199.02	85177
40492	Invoice	06/06/2022	GOLF-BUNKER SAND-MAINT	0.00	1,199.02	
000735	LL JOHNSON DISTRIBUTING	06/14/2022	Regular	0.00	471.30	85178
1879392-00	Invoice	05/18/2022	GOLF-SERVICE CALL-MAINT	0.00	221.00	
1879924-00	Invoice	05/19/2022	GOLF-SEALED BEARING-MAINT	0.00	91.61	
1880413-00	Invoice	05/25/2022	GOLF-ROCKER SWITCH-MAINT	0.00	158.69	
001913	LUXOTTICA OF AMERICA, INC	06/14/2022	Regular	0.00	1,905.03	85179
6911983329	Invoice	05/31/2022	GOLF-MERCHANDISE-PRO SHOP	0.00	1,622.65	
6911983330	Invoice	05/31/2022	GOLF-MERCHANDISE-PRO SHOP	0.00	282.38	
000795	MILE HIGH TURFGRASS, LLC	06/14/2022	Regular	0.00	1,000.00	85180
9345	Invoice	06/01/2022	GOLF-WATER OX INFUSION-MAINT	0.00	1,000.00	
000865	OFFICE DEPOT	06/14/2022	Regular	0.00	148.19	85181
244907336001	Invoice	05/20/2022	GOLF-OFFICE SUPPLIES-PRO SHOP	0.00	134.20	
244909181001	Invoice	05/20/2022	GOLF-OFFICE SUPPLIES-PRO SHOP	0.00	13.99	
000913	POTESTIO BROTHERS EQUIPMENT	06/14/2022	Regular	0.00	246.91	85182
73284C	Invoice	05/01/2022	GOLF-PARTS-MAINT	0.00	246.91	
000974	SAFE SYSTEMS INC	06/14/2022	Regular	0.00	146.00	85183

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Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
870192-1066	Invoice	06/05/2022	GOLF-SECURITY MONITORING	0.00	146.00	
001751	SPORTS TURF IRRIGATION	06/14/2022	Regular	0.00	454.00	85184
0104095-IN	Invoice	06/06/2022	GOLF-CONVERSION ASSY-MAINT	0.00	454.00	
001895	TERMINIX	06/14/2022	Regular	0.00	152.00	85185
420528485	Invoice	05/18/2022	GOLF-PEST CONTROL-PRO SHOP	0.00	152.00	
001137	UNITED POWER	06/14/2022	Regular	0.00	3,974.08	85186
1194602 JUN22	Invoice	06/03/2022	United Power	0.00	743.34	
1195001 JUN22	Invoice	06/03/2022	United Power	0.00	3,045.95	
1195701 JUN22	Invoice	06/03/2022	United Power	0.00	135.56	
19595600 JUN22	Invoice	06/03/2022	United Power	0.00	24.33	
6601202 JUN22	Invoice	06/03/2022	United Power	0.00	24.90	
000183	CALLAWAY GOLF SALES COMPANY	06/21/2022	Regular	0.00	2,973.71	85187
934954992	Invoice	06/01/2022	GOLF-MERCHANDISE-PRO SHOP	0.00	233.64	
934961450	Invoice	06/02/2022	GOLF-MERCHANDISE-PRO SHOP	0.00	230.69	
934973937	Invoice	06/04/2022	GOLF-MERCHANDISE-PRO SHOP	0.00	489.00	
934978204	Invoice	06/06/2022	GOLF-MERCHANDISE-PRO SHOP	0.00	370.92	
934978206	Invoice	06/06/2022	GOLF-MERCHANDISE-PRO SHOP	0.00	335.76	
934991080	Invoice	06/07/2022	GOLF-MERCHANDISE-PRO SHOP	0.00	133.26	
934995311	Invoice	06/08/2022	GOLF-MERCHANDISE-PRO SHOP	0.00	467.28	
935023188	Invoice	06/11/2022	GOLF-MERCHANDISE-PRO SHOP	0.00	713.16	
000307	COMCAST CABLE COMM, LLC	06/21/2022	Regular	0.00	244.37	85188
0120790 JUN22	Invoice	06/06/2022	GOLF-PHONE/INTERNET-MAINT	0.00	244.37	
001320	DAPHNE'S HEADCOVERS	06/21/2022	Regular	0.00	458.18	85189
0316583-IN	Invoice	06/08/2022	GOLF-MERCHANDISE-PRO SHOP	0.00	458.18	
002723	EAGLE ROCK COMPANY OF COLO	06/21/2022	Regular	0.00	825.58	85190
8829263	Invoice	06/06/2022	GOLF-BEVERAGES-PRO SHOP	0.00	374.75	
8848942	Invoice	06/13/2022	GOLF-BEVERAGES-PRO SHOP	0.00	57.73	
8848943	Invoice	06/13/2022	GOLF-BEVERAGES-PRO SHOP	0.00	393.10	
000567	HIGH COUNTRY BEVERAGE CORP	06/21/2022	Regular	0.00	2,943.32	85191
W-6246001	Invoice	06/06/2022	GOLF-BEVERAGES-PRO SHOP	0.00	1,712.45	
W-6251124	Invoice	06/13/2022	GOLF-BEVERAGES-PRO SHOP	0.00	1,230.87	
000735	LL JOHNSON DISTRIBUTING	06/21/2022	Regular	0.00	2,304.31	85192
1878909-00	Invoice	06/02/2022	GOLF-SUPPLIES-MAINT	0.00	1,843.13	
1878909-01	Invoice	06/03/2022	GOLF-SIGN/BRACKET-MAINT	0.00	216.51	
1881167-00	Invoice	06/06/2022	GOLF-PRESSURE TRANSDUCER-MAINT	0.00	244.67	
001724	NEXBELTS, LLC	06/21/2022	Regular	0.00	495.41	85193
289471	Invoice	06/09/2022	GOLF-MERCHANDISE-PRO SHOP	0.00	495.41	
000999	SHAMROCK FOODS COMPANY	06/21/2022	Regular	0.00	6,507.31	85194
25475620	Invoice	06/02/2022	GOLF-FOOD/PACKAGING-PRO SHOP	0.00	1,182.67	
25485483	Invoice	06/06/2022	GOLF-FOOD/PACKAGING-PRO SHOP	0.00	1,269.14	
25495270	Invoice	06/09/2022	GOLF-FOOD/PACKAGING-PRO SHOP	0.00	2,916.54	
25505484	Invoice	06/13/2022	GOLF-FOOD/PACKAGING-PRO SHOP	0.00	1,138.96	
001022	SOUTHERN GLAZER'S OF CO	06/21/2022	Regular	0.00	576.64	85195
2828386	Invoice	06/08/2022	GOLF-BEVERAGES-PRO SHOP	0.00	576.64	
001026	SPECIALTY CIGARS, LLC	06/21/2022	Regular	0.00	371.73	85196
US16-24698876	Invoice	06/07/2022	GOLF-GIGARS-PRO SHOP	0.00	371.73	
000246	SRIXON/CLEVELAND GOLF/XX10	06/21/2022	Regular	0.00	450.00	85197
6968933 SO	Invoice	05/23/2022	GOLF-MERCHANDISE-PRO SHOP	0.00	450.00	
001052	SWIRE COCA-COLA, USA	06/21/2022	Regular	0.00	150.22	85198

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Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
24908201914	Invoice	06/10/2022	GOLF-BEVERAGES-PRO SHOP	0.00	150.22	
001064	TAYLORMADE GOLF COMPANY INC	06/21/2022	Regular	0.00	663.47	85199
35958546	Invoice	05/23/2022	GOLF-MERCHANDISE-PRO SHOP	0.00	445.20	
36010361	Invoice	06/09/2022	GOLF-MERCHANDISE-PRO SHOP	0.00	218.27	

Bank Code Golf Course Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	65	31	0.00	114,536.83
Manual Checks	0	0	0.00	0.00
Voided Checks	0	0	0.00	0.00
Bank Drafts	0	0	0.00	0.00
EFT's	0	0	0.00	0.00
	65	31	0.00	114,536.83

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Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Bank Code: Pooled Cash-Pooled Cash						
000031	ADAMSON POLICE PRODUCTS	06/14/2022	Regular	0.00	310.50	71729
INV378791	Invoice	06/06/2022	GF-UNIFORMS-CODE	0.00	310.50	
001293	AMAZON.COM	06/14/2022	Regular	0.00	179.92	71730
1DMC-WC6W-W...	Invoice	06/05/2022	UF-METER BOX KEY/NOTEBOOKS-W LINES	0.00	179.92	
002257	ANACONDA NETWORKS INC	06/14/2022	Regular	0.00	213.00	71731
4857	Invoice	05/26/2022	GF-NETCLOUD MOBILE PLAN-PD	0.00	213.00	
001646	BANK OF COLORADO	06/14/2022	Regular	0.00	142.21	71732
0227 JUN22	Invoice	06/01/2022	UF-MAY22 CNG FUEL PURCHASES-W LINES	0.00	142.21	
002600	BEARCOM	06/14/2022	Regular	0.00	62.50	71733
5345871	Invoice	05/01/2022	GF-SPOT UNIT REPAIR-PD	0.00	62.50	
003053	CESAR PEREZ AGUIRRE	06/14/2022	Regular	0.00	300.00	71734
23	Invoice	06/06/2022	GF-FACE PAINTING 4TH OF JULY-COM EVEN...	0.00	300.00	
000232	CIRSA	06/14/2022	Regular	0.00	1,000.00	71735
220989	Invoice	05/12/2022	GF-PC6016519-1 DEDUCTIBLE-MISC	0.00	1,000.00	
000239	CITY OF FORT LUPTON	06/14/2022	Regular	0.00	273.60	71736
060222	Invoice	06/02/2022	GF-S.FLORES & R.HERNANDEZ RESTITUTION	0.00	138.00	
22FTL-00070-C	Invoice	06/02/2022	GF-CITY HALL ELECTRICAL-FAC	0.00	135.60	
000242	CIVICPLUS	06/14/2022	Regular	0.00	8,461.28	71737
227726	Invoice	05/31/2022	GF-UNLIMITED USERS LICENSES-MISC	0.00	6,000.00	
228116	Invoice	05/31/2022	GF-MUNICODE PAGES-CITY CL	0.00	2,461.28	
002651	COLORADO COMMUNITY MEDIA	06/14/2022	Regular	0.00	116.92	71738
58706	Invoice	06/10/2022	GF-PUBLIC NOTICES	0.00	116.92	
002841	COLORADO JUMPS INC.	06/14/2022	Regular	0.00	3,363.50	71739
060722	Invoice	06/07/2022	GF-CARNIVAL RIDES-COM EVENTS	0.00	3,363.50	
000307	COMCAST CABLE COMM, LLC	06/14/2022	Regular	0.00	535.02	71740
0116038 JUN22	Invoice	05/27/2022	REC-JUN22 PHONE SERVICES	0.00	174.78	
0147405 MAY/JU...	Invoice	05/20/2022	CPR-INTERNET/PHONE MAY-JUN22-MUSEUM	0.00	360.24	
000316	COOKS INTERIORS	06/14/2022	Regular	0.00	761.69	71741
9837	Invoice	06/01/2022	GF-POLICE LOBBY CARPET-FAC	0.00	761.69	
001517	CORE&MAIN LP	06/14/2022	Regular	0.00	1,503.33	71742
Q932793	Invoice	05/27/2022	UF-GATE VALVE-W LINES	0.00	990.07	
Q939849	Invoice	05/27/2022	UF-PARTS/SEALANT-W LINES	0.00	513.26	
000410	E-470 PUBLIC HIGHWAY AUTHORITY	06/14/2022	Regular	0.00	15.10	71743
2072229146	Invoice	05/21/2022	GF-TOLL FEES-CODE	0.00	15.10	
000457	FBI - LEEDA	06/14/2022	Regular	0.00	695.00	71744
200070440	Invoice	06/08/2022	GF-K.WALKER LEADERSHIP TRAINING-PD	0.00	695.00	
002568	FORT LUPTON CAR WASH	06/14/2022	Regular	0.00	300.25	71745
330	Invoice	05/31/2022	GF-VEHICLE WASHES-PD	0.00	300.25	
000491	FORT LUPTON VETERINARY	06/14/2022	Regular	0.00	675.00	71746
060122	Invoice	06/01/2022	GF-ANIMAL BOARDING FEES-CODE	0.00	675.00	
000513	G & G EQUIPMENT	06/14/2022	Regular	0.00	265.49	71747
124868	Invoice	06/01/2022	GF-BLADE/BELT-PARKS	0.00	215.50	
125194	Invoice	06/08/2022	GF-CABLETWIST-PARKS	0.00	49.99	
002674	HAYES POZNANOVIC KORVER, LLC	06/14/2022	Regular	0.00	4,360.00	71748
45976	Invoice	06/02/2022	WST-MAY22 LEGAL FEES-WATER	0.00	4,360.00	

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Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
000655	JOHN DEERE FINANCIAL	06/14/2022	Regular	0.00	1,313.12	71749
1268275	Invoice	05/01/2022	GF-TRACTOR REPAIR-STREETS	0.00	164.70	
1268280	Invoice	05/01/2022	GF-TRACTOR REPAIR-STREETS	0.00	528.04	
1268308	Invoice	05/01/2022	GF-TRACTOR REPAIR-STREETS	0.00	89.40	
1275444	Invoice	05/06/2022	GF-TRACTOR REPAIR-PARKS	0.00	530.98	
000670	K & K LASER CREATIONS LLC	06/14/2022	Regular	0.00	26.90	71750
33597	Invoice	05/18/2022	GF-NAME PLATE-LEGIS	0.00	26.90	
001398	KIMI MOST	06/14/2022	Regular	0.00	1,400.00	71751
00222	Invoice	06/06/2022	GF-ENTERTAINMENT JULY 4TH-COM EVENTS	0.00	1,400.00	
000688	KINSCO, LLC	06/14/2022	Regular	0.00	753.96	71752
0011227-0	Invoice	05/25/2022	GF-JACKETS-PD	0.00	753.96	
000691	KONE INC	06/14/2022	Regular	0.00	281.60	71753
962149500	Invoice	05/01/2022	REC-ELEVATOR MAINTENANCE	0.00	140.80	
962229252	Invoice	05/31/2022	REC-ELEVATOR MAINTENANCE	0.00	140.80	
003052	MARY JO COE	06/14/2022	Regular	0.00	52.00	71754
2006878	Invoice	05/31/2022	REC-MEMBERSHIP REFUND	0.00	52.00	
002755	MAXINE BROOKS	06/14/2022	Regular	0.00	266.00	71755
060222	Invoice	06/02/2022	GF-RESTITUTION	0.00	266.00	
000865	OFFICE DEPOT	06/14/2022	Regular	0.00	226.69	71756
239923745001	Invoice	05/11/2022	GF-YOUTH IN GOVERNEMENT NAME TENT-...	0.00	28.01	
242913090001	Invoice	05/12/2022	GF-OFFICE SUPPLIES-FINANCE	0.00	140.55	
243191962001	Invoice	05/11/2022	GF-OFFICE SUPPLIES-COURT	0.00	58.13	
000862	O'REILLY AUTO PARTS	06/14/2022	Regular	0.00	33.98	71757
4489-381238	Invoice	06/01/2022	GF-DEF FLUID-PARKS	0.00	33.98	
003044	PEAK FORM, LLC	06/14/2022	Regular	0.00	155.00	71758
49K25213	Invoice	06/01/2022	GF-DOT CERT/DRUG TEST-HR	0.00	155.00	
001643	PROCEDURE INC	06/14/2022	Regular	0.00	89,421.21	71759
2015	Invoice	06/03/2022	GF-MAY22 PERMIT/INSPECTION FEES-BLDG ...	0.00	89,421.21	
002265	QUADIENT FINANCE USA INC	06/14/2022	Regular	0.00	265.00	71760
APR22	Invoice	05/27/2022	GF-POSTAGE RECHARGES	0.00	265.00	
002082	QUALITY WELL AND PUMP	06/14/2022	Regular	0.00	8,441.45	71761
2022-2067	Invoice	06/09/2022	pump repair	0.00	8,441.45	
000932	R & M SERVICES	06/14/2022	Regular	0.00	1,845.01	71762
10659	Invoice	05/23/2022	GF-VEHICLE MAINTENANCE-PD	0.00	10.00	
10662	Invoice	05/23/2022	GF-VEHICLE MAINTENANCE-PD	0.00	81.60	
10663	Invoice	05/24/2022	GF-VEHICLE MAINTENANCE-PD	0.00	1,222.86	
10664	Invoice	05/25/2022	GF-VEHICLE MAINTENANCE-PD	0.00	94.11	
10666	Invoice	05/31/2022	GF-VEHICLE MAINTENANCE-CODE	0.00	436.44	
002850	REXEL	06/14/2022	Regular	0.00	913.00	71763
S131574480.004	Invoice	06/06/2022	UF-VFD REPAIR- WATER	0.00	913.00	
000953	ROBIN KAPPELMANN	06/14/2022	Regular	0.00	65.00	71764
2006889	Invoice	06/03/2022	REC-SHELTER REFUND	0.00	65.00	
001735	SCHOOL DISTRICT 27J	06/14/2022	Regular	0.00	62.50	71765
060222	Invoice	06/02/2022	GF-M.PACHECO CDL TEST-STREETS	0.00	62.50	
003047	SHARON KAY CERETTO	06/14/2022	Regular	0.00	204.46	71766
060222	Invoice	06/02/2022	GF-RESTITUTION	0.00	204.46	
002760	SMARTFORCE TECHNOLOGIES, INC.	06/14/2022	Regular	0.00	9,500.00	71767

Check Report

Date Range: 06/08/2022 - 06/21/2022

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
4266A	Invoice	05/24/2022	Communications Software	0.00	9,500.00	
002659	TAIT & ASSOCIATES, INC.	06/14/2022	Regular	0.00	20,196.00	71768
149063	Invoice	05/15/2022	SST-AM2021-204 Engineer Harrison 1st-9th-...	0.00	20,196.00	
002918	TARA ELIASON	06/14/2022	Regular	0.00	50.00	71769
060222	Invoice	06/02/2022	GF-RESTITUTION	0.00	50.00	
001075	THE CONSOLIDATED MUTUAL	06/14/2022	Regular	0.00	169.46	71770
051822A	Invoice	05/18/2022	UF-PERRY PIT DISCHARGE PUMP STATION-W...	0.00	103.73	
051822B	Invoice	05/18/2022	UF-WELL PUMP #B-W STOR	0.00	32.98	
051822C	Invoice	05/18/2022	UF-WELL PUMP #C-W STOR	0.00	32.75	
001343	TIME CLOCK PLUS	06/14/2022	Regular	0.00	424.71	71771
INV00190445	Invoice	06/07/2022	GF-ANNUAL LICENSES-HR	0.00	424.71	
001101	TODD HODGES DESIGN, LLC	06/14/2022	Regular	0.00	8,427.50	71772
3430	Invoice	06/06/2022	GF-PLANNING SRVCS 5/23-6/5-PLANNING	0.00	8,427.50	
001120	TRUDILIGENCE LLC	06/14/2022	Regular	0.00	309.54	71773
46623	Invoice	05/31/2022	GF-BACKGROUND CHECKS-HR	0.00	309.54	
001126	TYLER TECHNOLOGIES	06/14/2022	Regular	0.00	758.54	71774
130-127913	Invoice	05/11/2022	Brazos Annual Maintenance	0.00	758.54	
001137	UNITED POWER	06/14/2022	Regular	0.00	35,228.74	71775
10553102 JUN22	Invoice	06/03/2022	United Power	0.00	22.38	
1195501 JUN22	Invoice	06/03/2022	United Power	0.00	1,817.18	
1195603 JUN22	Invoice	06/03/2022	United Power	0.00	53.13	
1196401 JUN22	Invoice	06/03/2022	United Power	0.00	33.82	
1207701 JUN22	Invoice	06/03/2022	United Power	0.00	21.05	
1223101 JUN22	Invoice	06/03/2022	United Power	0.00	20.00	
1240301 JUN22	Invoice	06/03/2022	United Power	0.00	157.05	
1241801 JUN22	Invoice	06/03/2022	United Power	0.00	633.29	
1241903 JUN22	Invoice	06/03/2022	United Power	0.00	125.74	
1276101 JUN22	Invoice	06/03/2022	United Power	0.00	1,496.71	
1279801 JUN22	Invoice	06/03/2022	United Power	0.00	24.72	
1295501 JUN22	Invoice	06/03/2022	United Power	0.00	60.00	
1296101 JUN22	Invoice	06/03/2022	United Power	0.00	39.29	
1299501 JUN22	Invoice	06/03/2022	United Power	0.00	112.00	
1302801 JUN22	Invoice	06/03/2022	United Power	0.00	1,665.33	
1302901 JUN22	Invoice	06/03/2022	United Power	0.00	117.65	
1316801 JUN22	Invoice	06/03/2022	United Power	0.00	477.18	
1322501 JUN22	Invoice	06/03/2022	United Power	0.00	4,823.74	
1360303 JUN22	Invoice	06/03/2022	United Power	0.00	45.94	
13842400 JUN22	Invoice	06/03/2022	United Power	0.00	58.64	
14427100 JUN22	Invoice	06/03/2022	United Power	0.00	82.80	
15232500 JUN22	Invoice	06/03/2022	United Power	0.00	22.19	
17149700 JUN22	Invoice	06/03/2022	United Power	0.00	51.73	
17761600 JUN22	Invoice	06/03/2022	United Power	0.00	20.12	
17868800 JUN22	Invoice	06/03/2022	United Power	0.00	20.00	
18057500 JUN22	Invoice	06/03/2022	United Power	0.00	454.53	
18498400 JUN22	Invoice	06/03/2022	United Power	0.00	498.14	
18762100 JUN22	Invoice	06/03/2022	United Power	0.00	26.51	
19545100 JUN22	Invoice	06/03/2022	United Power	0.00	397.32	
20040100JUN22	Invoice	06/03/2022	United Power	0.00	213.55	
21675200 JUN22	Invoice	06/03/2022	United Power	0.00	128.64	
21675300 JUN22	Invoice	06/03/2022	United Power	0.00	111.14	
22185901 JUN22	Invoice	06/03/2022	United Power	0.00	20.23	
3399301 JUN22	Invoice	06/03/2022	United Power	0.00	52.13	
6612303 JUN22	Invoice	06/03/2022	United Power	0.00	21.07	
6779701 JUN22	Invoice	06/03/2022	United Power	0.00	6,853.57	

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Date Range: 06/08/2022 - 06/21/2022

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
704901 JUN22	Invoice	06/03/2022	United Power	0.00	8,267.38	
7225800 JUN22	Invoice	06/03/2022	United Power	0.00	21.88	
726705 JUN22	Invoice	06/03/2022	United Power	0.00	20.00	
7280200 JUN22	Invoice	06/03/2022	United Power	0.00	21.90	
733101 JUN22	Invoice	06/03/2022	United Power	0.00	209.85	
762901 JUN22	Invoice	06/03/2022	United Power	0.00	55.74	
803908 JUN22	Invoice	06/03/2022	United Power	0.00	5,154.16	
8976200 JUN22	Invoice	06/03/2022	United Power	0.00	699.32	
	Void	06/14/2022	Regular	0.00	0.00	71776
	Void	06/14/2022	Regular	0.00	0.00	71777
002084	UNITED SITE SERVICES	06/14/2022	Regular	0.00	132.48	71778
INV-00743094	Invoice	05/31/2022	GF-PORTABLE RESTROOM SERVICE-PARKS	0.00	132.48	
001147	USA BLUE BOOK	06/14/2022	Regular	0.00	773.70	71779
995589	Invoice	05/31/2022	UF-PAINT-S LINES	0.00	773.70	
002132	VECTOR DISEASE CONTROL	06/14/2022	Regular	0.00	3,056.66	71780
PI-A00010676	Invoice	06/01/2022	GF- 2022 MOSQUITO MANAGEMENT	0.00	3,056.66	
001156	VERIZON WIRELESS SVCS LLC	06/14/2022	Regular	0.00	4,475.58	71781
9907479849	Invoice	05/26/2022	Verizon Bill	0.00	4,475.58	
001189	WELD COUNTY ACCTG DEPART	06/14/2022	Regular	0.00	9,178.57	71782
FUEL MAY22	Invoice	06/03/2022	GF-MAY22 FUEL CHARGES	0.00	9,178.57	
002064	WELD MOTOR VEHICLES	06/14/2022	Regular	0.00	360.56	71783
L0079490753	Invoice	05/05/2022	GF-VEHICLE REGISTRATION RENEWAL FEES-...	0.00	360.56	
001208	WHITE BEAR ANKELE TANAKA & WALDRON	06/14/2022	Regular	0.00	438.19	71784
22252	Invoice	05/31/2022	GF-LUPTON VILLAGE INCLUSION-PLANNING	0.00	438.19	
001638	WICKHAM TRACTOR CO	06/14/2022	Regular	0.00	71.18	71785
IE15281	Invoice	06/07/2022	GF-SAFETY SWITCH-PARKS	0.00	71.18	
001212	WILLIAMS AND WEISS CONSULTING	06/14/2022	Regular	0.00	4,727.50	71786
1688	Invoice	06/03/2022	UF-2022 Decree Accounting-Water	0.00	4,727.50	
002990	ADAMS COUNTY CLERK OF COURTS	06/17/2022	Regular	0.00	287.35	71805
INV0001193	Invoice	06/17/2022	CASE 2021C038514	0.00	287.35	
000031	ADAMSON POLICE PRODUCTS	06/21/2022	Regular	0.00	215.97	71806
INV378360	Invoice	05/31/2022	GF-UNIFORMS-PD	0.00	215.97	
003054	AMAEZING ENTERTAINMENT!	06/21/2022	Regular	0.00	500.00	71807
060122	Invoice	06/01/2022	GF-JULY 4TH EVENT DJ-COM EVENTS	0.00	500.00	
000108	AUSMUS LAW FIRM PC	06/21/2022	Regular	0.00	1,200.00	71808
7645	Invoice	06/01/2022	GF-PROSECUTION SERVICES-COURT	0.00	1,200.00	
001820	BADGER METER	06/21/2022	Regular	0.00	209,004.00	71809
1504839	Invoice	06/10/2022	UF-Bedger Meters & End Points-Waterlines	0.00	209,004.00	
002122	BURNS & MCDONNELL ENGINEERING CO INC	06/21/2022	Regular	0.00	181,781.51	71810
139581-5	Invoice	05/31/2022	UF-Left Station & Metro Line Design-WWTP	0.00	181,781.51	
000227	CHURCHICH RECREATION LLC	06/21/2022	Regular	0.00	33,992.70	71811
21-0819	Invoice	05/01/2022	GF-CITY HALL SHELTER-FACILITIES	0.00	33,992.70	
000239	CITY OF FORT LUPTON	06/21/2022	Regular	0.00	5,714.75	71812
22FTL-00052-C	Invoice	06/13/2022	GF-IT DATA CENTER PERMIT-IT	0.00	5,714.75	
000307	COMCAST CABLE COMM, LLC	06/21/2022	Regular	0.00	150.69	71813
0124495 JUN22	Invoice	05/25/2022	CPR-JUN22 CABLE-COM CTR	0.00	150.69	
000321	COUNTERTRADE PRODUCTS INC	06/21/2022	Regular	0.00	3,623.30	71814

Check Report

Date Range: 06/08/2022 - 06/21/2022

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
SI-00035727	Invoice	06/06/2022	Aruba Wireless Enterprise (5yr) Maintenance	0.00	3,623.30	
000372	DELL MARKETING LP	06/21/2022	Regular	0.00	1,898.08	71815
10586623180	Invoice	05/25/2022	Dell PE 730 Support/Maintenance	0.00	391.05	
10586841592	Invoice	05/26/2022	Dell Network N4000 annual Support	0.00	1,507.03	
000487	FORT LUPTON PACK & SHIP	06/21/2022	Regular	0.00	26.97	71816
65785	Invoice	06/01/2022	GF-FEDEX MAILING-COURT	0.00	26.97	
000503	FRONT RANGE INFLATABLES	06/21/2022	Regular	0.00	1,075.00	71817
3114	Invoice	06/14/2022	GF-4TH OF JULY INFLATABLES-COM EVENTS	0.00	1,075.00	
003056	LUKUS DREUX	06/21/2022	Regular	0.00	40.00	71818
2006892	Invoice	06/06/2022	REC-TEEN TRIP REFUND	0.00	40.00	
003055	MARSHA MORRISON	06/21/2022	Regular	0.00	65.00	71819
2006890	Invoice	06/06/2022	REC-SHELTER RENTAL REFUND	0.00	65.00	
001630	MEDICAL CENTER OF THE ROCKIES	06/21/2022	Regular	0.00	4,237.76	71820
245495654	Invoice	05/01/2022	GF-CASE #22-FP00782 EMERG EXAM-PD	0.00	1,059.44	
246545402	Invoice	05/01/2022	GF-CASE #22FP01109 EMERG EXAM-PD	0.00	1,059.44	
256070547/25550...	Invoice	05/01/2022	PD-CASE #22FP03725/22FP03539 EMERG E...	0.00	2,118.88	
000847	NORMAN'S MEMORIALS INC.	06/21/2022	Regular	0.00	120.00	71821
061022	Invoice	06/10/2022	CEM-MADELYN FALCON-MARQUEZ COLUM...	0.00	120.00	
000865	OFFICE DEPOT	06/21/2022	Regular	0.00	22.47	71822
245408983001	Invoice	05/23/2022	GF-THERMAL ROLL-FINANCE	0.00	22.47	
000916	PRAIRIE MOUNTAIN MEDIA	06/21/2022	Regular	0.00	1,507.00	71823
310133	Invoice	05/31/2022	REC-SUMMER BROCHURE PRINTING	0.00	1,507.00	
003058	PRECISION PUMPING SYSTEMS	06/21/2022	Regular	0.00	637.50	71824
168711	Invoice	06/01/2022	UF-CLARITY REMOTE MONITORING SRVC-W...	0.00	637.50	
001606	SUPER-TECH FILTERS	06/21/2022	Regular	0.00	482.76	71825
366182	Invoice	06/07/2022	HVAC FILTERS	0.00	482.76	
002221	TDCJ - TEXAS CORRECTIONAL INDUSTRIES	06/21/2022	Regular	0.00	1,914.50	71826
74654	Invoice	05/01/2022	Holding Cell Toilet	0.00	1,914.50	
001075	THE CONSOLIDATED MUTUAL	06/21/2022	Regular	0.00	169.94	71827
061022B	Invoice	06/10/2022	UF-WELL PUMP #B-W STOR	0.00	32.88	
061022C	Invoice	06/10/2022	UF-PERRY PIT DISCHARGE PUMP STATION-W...	0.00	104.42	
61022A	Invoice	06/10/2022	UF-WELL PUMP #C-W STOR	0.00	32.64	
001343	TIME CLOCK PLUS	06/21/2022	Regular	0.00	9,953.40	71828
INV00186308	Invoice	05/20/2022	TCP annual	0.00	9,953.40	
003057	ULICES PURECO	06/21/2022	Regular	0.00	44.00	71829
2006897	Invoice	06/09/2022	REC-MEMBERSHIP REFUND	0.00	44.00	
002084	UNITED SITE SERVICES	06/21/2022	Regular	0.00	680.36	71830
INV-00745734	Invoice	05/31/2022	CEM-PORTABLE RESTROOM SERVICE	0.00	680.36	
001199	WELD COUNTY PUBLIC SAFETY IT	06/21/2022	Regular	0.00	310.00	71831
FORTLUPTONPD-0...	Invoice	06/12/2022	GF-NETMOTION LICENSES-PD RECORDS	0.00	310.00	
001265	IRS	06/08/2022	Bank Draft	0.00	120.80	DFT0001964
INV0001185	Invoice	06/08/2022	Federal Withholding	0.00	120.80	
001418	CO DEPARTMENT OF REVENUE	06/08/2022	Bank Draft	0.00	14.00	DFT0001965
INV0001186	Invoice	06/08/2022	CO Withholding	0.00	14.00	
001416	VALIC_1	06/17/2022	Bank Draft	0.00	612.00	DFT0001968
INV0001187	Invoice	06/17/2022	VALIC - PD Retirement Plan Contributions	0.00	612.00	

Check Report

Date Range: 06/08/2022 - 06/21/2022

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
001265	IRS	06/17/2022	Bank Draft	0.00	104.04	DFT0001969
INV0001188	Invoice	06/17/2022	Federal Withholding	0.00	104.04	
001418	CO DEPARTMENT OF REVENUE	06/17/2022	Bank Draft	0.00	108.00	DFT0001970
INV0001189	Invoice	06/17/2022	CO Withholding	0.00	108.00	
000119	BANK OF COLORADO	06/17/2022	Bank Draft	0.00	6,429.54	DFT0001971
INV0001190	Invoice	06/17/2022	HSA DISTRIBUTION	0.00	6,429.54	
000119	BANK OF COLORADO	06/17/2022	Bank Draft	0.00	675.83	DFT0001972
INV0001191	Invoice	06/17/2022	HSA DISTRIBUTION	0.00	675.83	
001416	VALIC_1	06/17/2022	Bank Draft	0.00	36,967.11	DFT0001973
INV0001192	Invoice	06/17/2022	VALIC - 457(b) \$ Contributions	0.00	36,967.11	
001265	IRS	06/17/2022	Bank Draft	0.00	64,391.09	DFT0001974
INV0001194	Invoice	06/17/2022	Federal Withholding	0.00	64,391.09	
001418	CO DEPARTMENT OF REVENUE	06/17/2022	Bank Draft	0.00	11,980.00	DFT0001975
INV0001195	Invoice	06/17/2022	CO Withholding	0.00	11,980.00	

Bank Code Pooled Cash Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	148	83	0.00	687,195.11
Manual Checks	0	0	0.00	0.00
Voided Checks	0	2	0.00	0.00
Bank Drafts	10	10	0.00	121,402.41
EFT's	0	0	0.00	0.00
	158	95	0.00	808,597.52

All Bank Codes Check Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	213	114	0.00	801,731.94
Manual Checks	0	0	0.00	0.00
Voided Checks	0	2	0.00	0.00
Bank Drafts	10	10	0.00	121,402.41
EFT's	0	0	0.00	0.00
	223	126	0.00	923,134.35

Fund Summary

Fund	Name	Period	Amount
600	GOLF ENTERPRISE FUND	6/2022	114,536.83
999	POOLED CASH/CONSOLIDATED CASH	6/2022	808,597.52
			923,134.35

**RECORD OF PROCEEDINGS
FORT LUPTON CITY COUNCIL/ENTERPRISE BOARDS
June 7, 2022**

The City Council of the City of Fort Lupton met in a regular session at the City Complex, 130 South McKinley Avenue, the regular meeting place of the City Council, on Tuesday, June 7, 2022. Mayor Stieber-Hubbard called the meeting to order at 6:16 p.m. and invited everyone to join her in the Pledge of Allegiance.

ROLL CALL

Mari Peña, City Clerk, called the roll. Those present were Mayor Stieber-Hubbard, Councilmembers Chris Ceretto, Bruce Fitzgerald, David Crespín, Valerie Blackston and Claud Hanes.

Also present were City Administrator, Chris Cross, City Clerk, Mari Peña, City Attorney, Andy Ausmus, Finance Director, Leann Perino, Public Works Director, Roy Vestal and Planning Director, Todd Hodges.

PERSONS TO ADDRESS COUNCIL

Gerri Holton thanked the Council for providing her the opportunity to serve the community as a member of the Fort Lupton Public and School Library Board. Mrs. Holton provided the City Council with the calendar of events for the library and a description of the events that have had great success and attendance. She indicated that the Board has been working on the IGA for more than two (2) years and the information was provided to both the City Council and the School Board for evaluation and consideration.

Mrs. Holton stated that she is library board member and appointee for City of Fort Lupton but isn't speaking for the entire board. On behalf of herself, Mrs. Holton added that the library funding is provided from the voter approve library district community. She wasn't here to discuss the IGA only to plea for Council for their participation in the stakeholders IGA meetings. Due to time constraints, Mrs. Holton indicated that she would email Council the remainder of her report.

APPROVAL OF AGENDA

It was moved by Valerie Blackston and seconded by Bruce Fitzgerald to approve the agenda as presented. Motion passed unanimously on voice vote.

REVIEW OF ACCOUNTS PAYABLES

Council reviewed the June 7, 2022, payables; there were no questions or comments from the Mayor or Council.

**RECORD OF PROCEEDINGS
FORT LUPTON CITY COUNCIL/ENTERPRISE BOARDS
June 7, 2022**

CONSENT AGENDA

It was moved by Chris Ceretto and seconded by Claud Hanes to approve the Consent Agenda as presented with the following items:

- May 17, 2022, City Council Meeting Minutes
- SECOND READING ORDINANCE 2022-1143 AN ORDINANCE OF THE CITY OF FORT LUPTON, COLORADO REPEALING FORT LUPTON MUNICIPAL CODE CHAPTER 9 – OIL AND GAS EXPLORATION AND DEVELOPMENT, CHAPTER 16 – ZONING, AND CHAPTER 17 – SUBDIVISIONS AND ADOPTING BY REFERENCE A NEW CHAPTER 16 – FORT LUPTON DEVELOPMENT CODE, AND ADOPTION OF THE CORRESPONDING OFFICIAL ZONING MAP
- Approve the Mayor to Sign a Letter of Intent with Todd Creek Village Metropolitan District to Proceed with an Inclusion into Metro Water Recovery for Sewer Treatment (AM 2022-095)
- Adopting an Ordinance AMENDING SECTION 5-185; SECTION 15-7(B); AND SECTION 18-9(13) OF THE FORT LUPTON MUNICIPAL CODE (AM 2022-096).

Motion passed unanimously on roll call vote.

ACTION MEMORANDUM

AM 2022-093 Approve Order with Badger Meter for New Water Meters and Endpoints for not to Exceed \$300,000.00 from Utility Fund - Water Line Repairs

The City currently charges new construction a meter fee to cover the costs of meter, endpoint and accessories associated with installation of new water service

Meters and endpoint delivery are currently being hindered by the microchip shortage. In order to receive shipments, Badger requires a purchase order that the order is being applied to. They are anticipating short order delivery with only 50% delivered that are on order.

The Badger meters and beacon reading system is the chosen AMI system for meter reading.

AM 2021-156 approved September 21, 2021 provided \$300,000.00 for purchasing meters and end points from Badger Meter.

The original PO REQ01150 was for \$300,000 in anticipation of a large order of meters and endpoints. Orders of yokes, meter pits and smaller orders for meters were applied to the PO while the large order of meters was on back order due to supply chain issues. The PO currently has \$138,012.22 charged against it with a remaining available balance of \$161,987.78. The large order of meters has now arrived with an invoice of \$209,004.00 due.

Summary of meters	Cost	Meter Fees collected
2021	\$257,699.39	\$418,747.96
2022	\$ 15,729.91	\$ 85,311.63

**RECORD OF PROCEEDINGS
FORT LUPTON CITY COUNCIL/ENTERPRISE BOARDS
June 7, 2022**

It was moved by Claud Hanes and seconded by David Crespino to approve the order with Badger Meter for new water meters and endpoints for an amount not to exceed \$300,000.00 from the Utility Fund – Water Line Repairs. Motion passed unanimously on roll call vote.

AM 2022-094 Consideration of a Permit Application to Modify Licensed Premises Submitted by SBM Travel Stop Colorado LLC dba Tj's Express at 804 Denver Avenue

An application has been submitted by Manjit Singh, to modify the liquor licensed premises at TJ's Express located at 804 Denver Ave.

The application and supporting documents defining the additional interior area to be included. Regulation 47-302 of the Liquor and Beer Code Regulations provides an opportunity for the licensee to modify their licensed premise with prior written consent of the local and state licensing authorities. The proposed modification permit application will include expansion into the north portion of the building.

It was moved by Bruce Fitzgerald and seconded by Valerie Blackston to approve the permit to modify the premises submitted by SBM Travel Stop Colorado LLC dba TJ's Express at 804 Denver Ave. Motion passed unanimously on roll call vote.

STAFF

Roy Vestal, Public Works Director, stated that the department is short-staffed due to Covid exposures. Mr. Vestal provided an update of the paved streets.

Andy Ausmus, City Attorney, expressed appreciation of the Court staff. He indicated that both Jeanette Andersen, Court Coordinator, and Kaela Friedlan, Assistant to the Courts, did a wonderful job with court proceedings, there was approximately 100 people on the docket.

Thomas Samblanet invited the Council to the groundbreaking ceremony of the library.

MAYOR/COUNCIL REPORTS

There were no reports from the Mayor or Council.

FUTURE CITY EVENTS

June 6, 2022	City of Fort Lupton Wastewater Treatment Plant (WWTP) Conversion to Lift Station Preliminary Design Report (PDR) Public Meeting - Recreation Center, 203 S. Harrison Ave. 6:30 p.m.
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June 7, 2022	City Council Meeting, 130 S. McKinley Ave. 6:00 p.m.
June 10, 2022	Jacobs

**RECORD OF PROCEEDINGS
FORT LUPTON CITY COUNCIL/ENTERPRISE BOARDS
June 7, 2022**

Fore Youth Benefit Golf Tournament, Coyote Creek Golf Course 8:00 a.m.

June 14, 2022 Town Hall Meeting, 130 S. McKinley Ave. 6:00 p.m.

(Monday) June 20, 2022 Special City Council Meeting, 130 S. McKinley Ave. 6:00 p.m.

June 21, 2022 City Council Meeting Cancelled

June 28, 2022 Town Hall Meeting, 130 S. McKinley Ave. 6:00 p.m.

July 2, 2022 4th of July Festival, Fireworks at Dusk

July 4, 2022 City Offices Closed in Observance of 4th of July Holiday

ADJOURNMENT

The meeting adjourned at 7:37 p.m.

Submitted by,

Maricela Peña, City Clerk

Approved by City Council

Zo Stieber-Hubbard, Mayor

**RECORD OF PROCEEDINGS
MARIJUANA LICENSING AUTHORITY
JUNE 7, 2022**

The Marijuana Licensing Authority of the City of Fort Lupton met at the City Complex, 130 South McKinley Avenue, on Tuesday, June 7, 2022. Mayor Zo Stieber-Hubbard called the meeting to order at 6:00 p.m. and invited everyone to join her in the Pledge of Allegiance.

ROLL CALL

Mari Peña, City Clerk, called the roll. Those present were Mayor Stieber-Hubbard, Councilmembers Chris Ceretto, Bruce Fitzgerald, David Crespín, Valerie Blackston and Claud Hanes.

Also present were City Administrator, Chris Cross, City Clerk, Mari Peña, City Attorney, Andy Ausmus, and Planning Director, Todd Hodges.

CONSENT AGENDA

It was moved by Bruce Fitzgerald and seconded by Claud Hanes to approve the Consent Agenda as presented with the following item: May 3, 2022, Marijuana Licensing Authority Meeting minutes. Motion passed unanimously on voice vote.

PUBLIC HEARINGS

AM 2022-009 Findings of Fact by the Fort Lupton City Council Acting as the Marijuana Local Licensing Authority ("Authority") on an Application Submitted by Centaurus Farms, LLC, for a Retail Marijuana Business to be Located at 13400 County Road 10, Fort Lupton

Mayor Stieber opened the public hearing at 6:03 p.m. On May 3, 2022, the Fort Lupton City Council acting as the Marijuana Licensing Authority, ("Authority") held a public hearing to consider the application submitted by Centaurus Farms, LLC. During the public hearing, the Authority was provided with the marijuana business license application electronically on a USB. The Authority also heard testimony from the public. The hearing was adjourned to June 7, 2022, to allow the Council sufficient time to review the materials.

Mayor Stieber-Hubbard confirmed with the Council that they had sufficient time to review the materials for this hearing.

Mayor Stieber-Hubbard expressed concerns over children being exposed to this business and asked the applicant if he would like to address this concern. The other applicants were asked to fence the property.

John Paoella stated that the best thing to do was to shade the property and he is willing to entertain any concerns and happy to screen the property.

**RECORD OF PROCEEDINGS
MARIJUANA LICENSING AUTHORITY
JUNE 7, 2022**

The Planning Director, Todd Hodges, stated that this property, along with surrounding properties were zoned industrial and at some point would transition. The applicant will also be going through the land use process.

Mayor Stieber-Hubbard asked if anyone from the public, who had not yet spoken, would like to do so, and if anyone from the public had any additional comments.

Bobby Adams, a neighbor to the property, indicated he would like to see privacy fencing. Mr. Adams stated that he has a problem with the drive through and he doesn't want it because it's in his neighborhood.

Dawn Massey, asked if this operation included growing.

Mayor Stieber-Hubbard, indicated that the City currently doesn't have a grow ordinance. This license doesn't include grow.

There being no further comments, Mayor Stieber-Hubbard closed the public hearing at 6:08 p.m.

The Planning Director, Todd Hodges, stated that this type of business is a use by right in the commercial and industrial zone districts.

The Authority, after final review of the information, delivered the findings of fact as follows: the applicant is in legal possession of the premises, in compliance with zoning and is of good moral character.

It was moved by David Crespín and seconded by Bruce Fitzgerald to approve the retail marijuana license for Centaurus Farms, LLC, based upon the facts and evidence presented, with the following conditions: applicable issuance of building permits and land use approvals as applicable, approved site inspections, approved security inspections, any additional background information (if necessary) on any parties providing financing, and maintaining compliance with all state and local laws, codes and ordinances. Motion passed unanimously on roll call vote.

AM 2022-010 Findings of Fact by the Fort Lupton City Council Acting as the Marijuana Local Licensing Authority ("Authority") on an Application Submitted by Centaurus Farms, LLC, for a Medical Marijuana Business to be Located at 13400 County Road 10, Fort Lupton

Mayor Stieber-Hubbard opened the public hearing at 6:12 p.m. The City Clerk, Mari Peña, stated that the medical marijuana license is being co-located with retail marijuana license.

Mayor Stieber-Hubbard asked if anyone from the public wished to speak for or against this proposal.

**RECORD OF PROCEEDINGS
MARIJUANA LICENSING AUTHORITY
JUNE 7, 2022**

The City Attorney, Andy Ausmus, asked the applicant, John Paoella, for confirmation that the presentation provided at the last hearing, would be the same as if presented at this hearing.

Mr. Paoella confirmed that he would stand on the presentation that was provided.

There being no public comment, Mayor Stieber-Hubbard closed the public hearing at 6:13 p.m.

It was moved by Chris Ceretto and seconded by Bruce Fitzgerald to approve the medical marijuana license for Centaurus Farms, LLC, based upon the facts and evidence presented, with the following conditions: applicable issuance of building permits and land use approvals as applicable, approved site inspections, approved security inspections, any additional background information (if necessary) on any parties providing financing, and maintaining compliance with all state and local laws, codes and ordinances. Motion passed unanimously on roll call vote.

ADJOURNMENT

The meeting adjourned at 6:13 p.m.

Submitted by,

Maricela Peña, City Clerk

Approved by City Council

Zo Stieber-Hubbard, Mayor



SUBJECT FOR DISCUSSION

Approving a Resolution Appointing the List of Candidates (Exhibit "A") to the Ad Hoc Committee for Design of a Recreation Center Expansion.

SUMMARY STATEMENT/BACKGROUND DISCUSSION

Through Council approval of Resolution 2022R036 an Ad Hoc Committee was created to work on developing a design for the expansion of the Recreation Center.

Advertisements were posted and applications were received for the Recreation Center Ad Hoc Committee. As of June 17, 2022, we have received 3 applications for consideration. Per the AD Hoc Committee guidelines, 1 candidate was appointed by the senior advisory committee, 1 was appointed by the Culture Parks Recreation and Museum Committee (CPR Committee), and 2 shall be appointed by the Mayor and ratified by the City Council.

The resolution represents a list of the citizens who have applied to be appointed to the Ad Hoc Committee.

FINANCIAL CONSIDERATIONS

N/A

LEGAL/POLITICAL CONSIDERATIONS

N/A

ALTERNATIVES/OPTIONS

1. Approve the Applicants.
2. Continue advertising for Applications.

STAFF RECOMMENDATIONS

Staff seeks approval of the applicants.

Attachments: a. Proposed Resolution

Certification of Council Approval:

Ordinance No. _____

Resolution No. _____

City Clerk

Date

RESOLUTION 2022Rxxx

A RESOLUTION OF THE CITY COUNCIL OF FORT LUPTON RATIFYING THE MAYOR'S APPOINTMENT OF THE ATTACHED LIST OF CANDIDATES (EXHIBIT "A") TO THE AD HOC COMMITTEE FOR THE DESIGN OF RECREATION CENTER EXPANSION.

WHEREAS, each candidate has submitted a request in the form of an application for the Mayor to consider appointment allowing them the opportunity to serve the City of Fort Lupton.

NOW THEREFORE BE IT RESOLVED that the Fort Lupton City Council hereby ratifies the Mayor's appointment of the attached list of candidates to the AD Hoc Committee for the design of the a recreation center expansion.

APPROVED AND PASSED BY A MAJORITY VOTE OF THOSE ELECTED TO THE CITY COUNCIL THIS 20th DAY OF JUNE 2022.

City of Fort Lupton, Colorado

Zo Stieber-Hubbard, Mayor

Attest:

Maricela Peña, City Clerk

Approved as to form:

Andy Ausmus, City Attorney

EXHIBIT "A"

AD HOC COMMITTEE		
Name	Term	Position
Amy Adkins	Duration of the recreation center expansion	Culture Parks Recreation and Museum Committee
Judy Ceretto	Duration of the recreation center expansion	Senior Advisory Committee
Marlene Stieber	Duration of the recreation center expansion	Citizen
Claud Hanes	Duration of the recreation center expansion	City Council
Valerie Blackston	Duration of the recreation center expansion	City Council
Monty Schuman Julie Holm	Duration of the recreation center expansion	City Liaisons



SUBJECT FOR DISCUSSION

Approving a Resolution Appointing Directors to the Board of Director of North Land Industrial Metropolitan Districts Nos. 1 & 2

SUMMARY STATEMENT/BACKGROUND DISCUSSION

The North Land Industrial Metropolitan District Nos. 1 & 2 (each a “District” and collectively, the “Districts”) are statutory special districts located wholly within the boundaries of the City of Fort Lupton. The Districts operate pursuant to each District’s service plan.

The boards of directors for the Districts are entirely vacant and the Districts are unable to take any formal action, which has resulted in the interruption of services provided by the Districts. The City Council is authorized to appoint individuals to a district’s board of directors if the district’s board of directors is entirely vacant and the failure to appoint a new board will result in the interruption of services that are provided by the district, pursuant to § 32-1-905(2.5), C.R.S. The City Council has received requests for appointment to each District’s board of directors from the following qualified individuals within the District: Robert Brandt, Shane Olson, Triston Land-Clow, Warren Burke, and Lloyd Land (collectively, the “Proposed Directors”).

FINANCIAL CONSIDERATIONS

N/A

LEGAL/POLITICAL CONSIDERATIONS

The appointment of the Proposed Directors will facilitate each Districts compliance with local government laws and allow each District to resume services as contemplated by each District’s service plan.

ALTERNATIVES/OPTIONS

STAFF RECOMMENDATIONS

- Attachments:**
- a. Proposed Resolution
 - b. Letter from Jennifer Gruber Tanaka, Shareholder
White Bear Ankele Tanaka & Waldron

Certification of Council Approval:

Ordinance No. _____

Resolution No. _____

City Clerk

Date

RESOLUTION 2022RXXX

RESOLUTION OF THE CITY COUNCIL OF THE CITY OF FORT LUPTON APPOINTING DIRECTORS TO THE BOARDS OF DIRECTORS OF NORTH LAND INDUSTRIAL METROPOLITAN DISTRICT NOS. 1 & 2

WHEREAS, the North Land Industrial Metropolitan District Nos. 1 & 2 (each a “District” and collectively, the “Districts”) are statutory special districts located wholly within the boundaries of the City of Fort Lupton, Colorado; and

WHEREAS, the Districts operate pursuant to each District’s service plan; and

WHEREAS, the boards of directors for the Districts are entirely vacant and the Districts are unable to take any formal action, which has resulted in the interruption of services provided by the Districts; and

WHEREAS, the City Council is authorized to appoint individuals to a district’s board of directors if the district’s board of directors is entirely vacant and the failure to appoint a new board will result in the interruption of services that are provided by the district, pursuant to § 32-1-905(2.5), C.R.S.; and

WHEREAS, the City Council has received requests for appointment to each District’s board of directors from the following qualified individuals within the District: Robert Brandt, Shane Olson, Triston Land-Clow, Warren Burke, and Lloyd Land (collectively, the “Proposed Directors”); and

WHEREAS, the City Council finds that appointment of the Proposed Directors will facilitate each Districts compliance with local government laws and allow each District to resume services as contemplated by each District’s service plan.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF FORT LUPTON, COLORADO AS FOLLOWS:

1. Necessity of Appointment. The City Council determines that failure to appoint qualified individuals to the board of directors for the District will result in the continued interruption of District services and result in noncompliance with certain state laws pertaining to local governments.

2. Appointment of Directors. Pursuant to § 32-1-905(2.5), C.R.S., the City Council hereby appoints the following qualified individuals to serve as directors for each District for the terms stated herein:

Robert Brandt

Appointed to fill vacancy and to serve until the next election described in paragraph 3 herein.

Shane Olson	Appointed to fill vacancy and to serve until the next election described in paragraph 3 herein.
Triston Land-Clow	Appointed to fill vacancy and to serve until the next election described in paragraph 3 herein.
Warren Burke	Appointed to fill vacancy and to serve until the next election described in paragraph 3 herein.
Lloyd Land	Appointed to fill vacancy and to serve until the next election described in paragraph 3 herein.

3. Election. Each District's board of directors shall hold a special district election on November 8, 2022, to elect directors pursuant to the Special District Act, Article 1 of Title 32, C.R.S., the Uniform Election Code of 1992, Articles 1 to 13 of Title 1, C.R.S.; and the Colorado Local Government Election Code, Article 13.5 of Title 1, C.R.S.

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**APPROVED AND PASSED BY A MAJORITY VOTE OF THOSE ELECTED TO THE CITY COUNCIL OF
THE CITY OF FORT LUPTON, COLORADO, THIS 20th DAY OF JUNE 2022.**

CITY OF FORT LUPTON, COLORADO

Zo Stieber-Hubbard, Mayor

ATTEST:

Maricela Peña, City Clerk

Approved as to form:

Andy Ausmus, City Attorney



SUBJECT FOR DISCUSSION

Authorize the City Administrator to accept a scope of work from Dig Deep to Provide Grants-Related Technical Assistance Services for the Community Park Inclusivity Project.

SUMMARY STATEMENT/BACKGROUND DISCUSSION

The City of Fort Lupton (City) has chosen Dig Deep Research, LLC (DigDeep) to provide professional services in fiscal year 2022 to help secure capital grants for the City's priority park project located at the Recreation Center property (Community Park Inclusivity Project). This scope follows up on strategic grants planning work the City started in November 2021.

Initial grants planning work indicated strong potential for grant funding, especially with three specific funders: The Weld Trust, Colorado Health Foundation and Great Outdoors Colorado (GOCO).

The grant monies raised will help pay for the final design and construction of various park components including: the Splash Pad Area, a new Shade Structure Area, multiple Connecting Trails, new Wheelchair-Accessible Playground Equipment, and more. The following describes the planned activities, the project timeline, and the cost investment to add these supplementary services to the City's existing scope of work for FY2022.

FINANCIAL CONSIDERATIONS

The total for four months of work is \$35,000 or \$8,750 per month. We have grant funding match of \$250,000 budgeted for the Gun Range project in the General Fund that can be used to cover the additional work.

LEGAL/POLITICAL CONSIDERATIONS

The parties' original contract, paragraph 4 (A), allows for additional amounts, that are appropriated by the City, for an additional scope of work such as referenced in this AM.

ALTERNATIVES/OPTIONS

Accept the Scope of work for Grant Assistance.
Do not accept the scope of work.

STAFF RECOMMENDATIONS

Staff recommends approval.

Attachments: a. Scope of Work

Certification of Council Approval:

Ordinance No. _____

Resolution No. _____

City Clerk

Date

CITY OF FORT LUPTON | CONTRACTUAL SCOPE OF WORK GRANTS-RELATED TECHNICAL ASSISTANCE SERVICES FOR COMMUNITY PARK INCLUSIVITY PROJECT

June 6, 2022

1. BACKGROUND

The City of Fort Lupton (City) has chosen Dig Deep Research, LLC (Dig Deep) to provide professional services in fiscal year 2022 to help secure capital grants for the City's priority park project located at the Recreation Center property (Community Park Inclusivity Project). This scope follows up on strategic grants planning work the City started in November 2021.

Initial grants planning work indicated strong potential for grant funding, especially with three specific funders: The Weld Trust, Colorado Health Foundation and Great Outdoors Colorado (GOCO).

The grant monies raised will help pay for the final design and construction of various park components including: the Splash Pad Area, a new Shade Structure Area, multiple Connecting Trails, new Wheelchair-Accessible Playground Equipment, and more. The following describes the planned activities, the project timeline, and the cost investment to add these supplementary services to the City's existing scope of work for FY2022.

2. APPROACH

Strategic Planning Activities

- Finalize pursuit strategy for the three specific grant pursuits. The pursuit strategy will include recommendations about: maximum

grant amounts to request, the best pursuit order to maximize leverage potential and how much to include as matching funds.

- Help prepare and submit application materials for the three priority funding agencies: The Weld Trust (TWT), Great Outdoors Colorado (GOCO), and the Colorado Health Foundation (CHF).
- Review and provide feedback on grant submission materials the City prepares, such as: letters of inquiry / concept letters, grant application narrative sections, stakeholder letters of support, budget materials.
- Provide on-call, grants-related technical assistance and support to City staff during the preparation of three grant applications.
- Provide recommendations about ways to maximize the City's competitiveness, leverage potential and stewardship efforts.
- Help the City host one funder cultivation event with targeted funders.
- Support City staff in the ongoing engagement and stewardship of the targeted funding agencies.

4. TERMS

4.1 Investment

The investment for the proposed scope as described above is \$8,750 per month for four months totaling \$35,000. The project period, which spans from 6/15/2022 to 10/15/2022, coincides directly with the planned submission deadlines (as shown in Table 1), and involves the pursuit of over \$2.4 M in state and private funding sources.

Table 1. Grant Pursuit Plan & Est. Return on Investment for Technical Assistance Services						
Funder	Grant Program	Project Features	Request Amount	TA Investment	Potential ROI*	Deadlines
The Weld Trust	Healthy Habits Grant	Splash Pad Project	\$1,092,198	\$14,000	77:1	6/24/22 & 7/20/22
GOCO (Great Outdoors Colo)	Community Impact Grant	Playground + Connecting Trails (south)	\$876,804	\$7,000	124:1	8/4/22 & 9/15/22
Colorado Health Foundation	Infusing Equity into Built Environment Grant	Shade Structure Area & Connecting Trails	\$454,702	\$14,000	31:1	10/15/22
Totals:			\$2,423,704	\$35,000	68:1	

The fee includes all labor, travel expenses (i.e., mileage, toll fees) and project expenses. In the event the project period must be extended – such as if one of the funders extends an application deadline – the City can either: 1) finalize the submission independently, or 2) can extend the project period for two additional months (10/15/22 to 12/15/22) at a monthly rate of \$5,000/month.

4.2 Assumptions

- The City is responsible for submitting grant proposals. Any decision not to submit a proposal for funding will not affect the terms of this contract.
- Representatives from the City and its technical consultants will actively participate as needed when preparing grant materials and funder meetings.

- The City has the option of prepaying for services to receive a 2% discount on the total investment. If the City chooses the prepay discount option, the total investment will decrease to \$34,300.

4.3 Approval

Both parties agree to the provisions outlined in this scope of work.

DIG DEEP RESEARCH, LLC

CITY OF FORT LUPTON, CO

Tia Cavender
CEO

Chris Cross
City Administrator

Date

Date



SUBJECT FOR DISCUSSION

Approving a Resolution Ratifying the Appointment of Jimmy Dominguez by the Mayor to the Planning Commission as a Regular Member for a Three-year Term Beginning June 20, 2022, and Ending June 20, 2025.

SUMMARY STATEMENT/BACKGROUND DISCUSSION

Jimmy Dominguez has expressed an interest in serving on the Planning Commission and has submitted an application for appointment as a regular member to the Commission. Section 2-182 of the Fort Lupton Municipal Code allows up to seven members to serve on the Planning Commission with one alternate to sit as a regular member, should a regular member be absent.

FINANCIAL CONSIDERATIONS

N/A

LEGAL/POLITICAL CONSIDERATIONS

The Mayor has statutory authority under C.R.S. 31-23-203, and Section 2-182 of the Fort Lupton Municipal Code, to appoint members of the public to fill vacancies on the Planning Commission.

ALTERNATIVES/OPTIONS

The City Council has the following options for this request:

1. Approve a resolution appointing Jimmy Dominguez as a regular member of the Planning Commission; or
2. Do not approve a resolution appointment Jimmy Dominguez as a regular member of the Planning Commission.

STAFF RECOMMENDATIONS

Staff recommends approval of the Resolution appointing Jimmy Dominguez as a regular member of the Fort Lupton Planning Commission for a three-year term beginning June 20, 2022, and ending on June 20, 2025.

Attachments: a. Proposed Resolution

Certification of Council Approval:

Ordinance No. _____

Resolution No. _____

City Clerk

Date

RESOLUTION NO 2022Rxxx

A RESOLUTION OF THE CITY COUNCIL OF FORT LUPTON RATIFYING THE APPOINTMENT OF JIMMY DOMINGUEZ BY THE MAYOR TO SERVE AS A REGULAR MEMBER ON THE PLANNING COMMISSION FOR A TERM BEGINNING JUNE 20, 2022, AND ENDING JUNE 21, 2025

WHEREAS, the Mayor of Fort Lupton under C.R.S. 31-23-203 and Municipal Code Section 2-182, has the authority to fill vacancies on the Planning Commission and hereby exercises the right to appoint Jimmy Dominguez to the Planning Commission as regular member; and

WHEREAS, the City Council may ratify the appointments by the Mayor to serve on the Planning Commission; and

WHEREAS, Jimmy Dominguez has expressed an interest to serve on the Planning Commission; and

THEREFORE BE IT RESOLVED that the Fort Lupton City Council hereby ratifies the Mayor's appointment of Jimmy Dominguez to serve as a regular member to the Planning Commission beginning June 20, 2022 and ending June 20, 2025.

APPROVED AND ADOPTED BY THE FORT LUPTON CITY COUNCIL THIS 20th DAY OF JUNE 2022.

City of Fort Lupton, Colorado

Zo Stieber-Hubbard, Mayor

Attest:

Maricela Peña, City Clerk

Approved as to form:

Andy Ausmus, City Attorney



SUBJECT FOR DISCUSSION

Approving Discounts for Committee Volunteers for ½ Price Entry Fee at the Fort Lupton Recreation Center, 20% off a Monthly or Annual Pass to the Committee Members and his/her Dependents and 50% off Green Fees at Coyote Creek Golf Course

SUMMARY STATEMENT/BACKGROUND DISCUSSION

One of the ways to thank Committee Volunteers is to offer discounts at the Fort Lupton Recreation Center and the Coyote Creek Golf Course. The City has currently been offering 50% off green fees to the Golf Course and ½ price entry (drop-in) discount at the recreation center.

This proposal is to continue offering discounts to committee volunteers, 50% off the green fee any time they play at Coyote Creek Golf Course and ½-price entry discount at the recreation center. The proposal is also extending a 20% discount off the monthly or annual pass to the committee member and his/her dependents. The discount does not include classes which require a fee to attend.

All discounts will run concurrently with the Advisory Committee Guidelines terms: Discounts shall commence on January 1st following every regular municipal election and continue until December 31st following the next regular election.

FINANCIAL CONSIDERATIONS

Loss of revenues from the Golf Course Fund estimated at \$1,500 to \$2,000 annually. Estimated loss of revenue in the Recreation center fund not available.

LEGAL/POLITICAL CONSIDERATIONS

ALTERNATIVES/OPTIONS

STAFF RECOMMENDATIONS

Staff seeks recommendation.

Attachments: a. N/A

Certification of Council Approval:

Ordinance No. _____

Resolution No. _____

City Clerk

Date



SUBJECT FOR DISCUSSION

Approving the Clarification on City Council "Other Meetings" Designations in Ordinance 2013-962; Where "Other Meetings" Shall Mean Any Meeting Where an Agenda has Been Posted and Where three (3) Elected Officials are Participating

SUMMARY STATEMENT/BACKGROUND DISCUSSION

The Mayor/Councilmember compensation system was established in 1993, and then amended in 2001 and amended again 2013. The current compensation is \$750 and \$500 per month for the Mayor and Council respectfully, for the attendance of their regular, Town Hall or special meetings. Compensation of \$75 will be considered for other meetings designated and approved by the Mayor.

Historically the parameter around the extra meeting section was "posted" special meetings with other elected bodies such as the Weld County Board of Commissioners, RE-8 School District, other Councils, etc. that they attend. The meetings would need to have 3 publically elected officials at a minimum attending and be preapproved to be eligible for extra meeting compensation.

Conferences and Banquet events would not be part of the extra meeting intent. Advisory committee meetings or City appointed board meetings would be covered in the monthly base pay.

FINANCIAL CONSIDERATIONS

All council pay allowable under sec 2-25 is paid once a month on the first City payroll of the month. Finance will continue to pay council compensation as outlined by Fort Lupton Municipal Code.

LEGAL/POLITICAL CONSIDERATIONS

ALTERNATIVES/OPTIONS

Restrict the extra meeting language more.

Open up the extra meeting language more.

STAFF RECOMMENDATIONS

Staff is looking for clarity on how to implement the extra meeting pay correctly from Council.

Attachments: a. None

Certification of Council Approval:

Ordinance No. _____

Resolution No. _____

City Clerk

Date



Planning & Building

130 S. McKinley Avenue
Fort Lupton, CO 80621

Phone: 303.857.6694

Fax: 303.857.0351

www.fortluptonco.gov

To: City Council
From: Maria Lancto, Long Range Planner
CC: Todd Hodges, Planning Director
Date: June 20, 2022
Subject: Continuance Request for the Champion Xpress Car Wash Special Use Permit

Staff is requesting a continuance of the public hearing for the Champion Xpress Car Wash Special Use Permit to July 5, 2022.

This request is to allow time for the Planning Commission public hearing for this project to take place. The Planning Commission public hearing was initially scheduled for June 9, 2022. However, due to lack of quorum, the June 9th Planning Commission meeting was cancelled. The Planning Commission public hearing for this project will be held on June 23, 2022.



Planning & Building

130 S. McKinley Avenue
Fort Lupton, CO 80621

Phone: 303.857.6694

Fax: 303.857.0351

www.fortluptonco.gov

To: City Council
From: Maria Lancto, Long Range Planner
CC: Todd Hodges, Planning Director
Date: June 20, 2022
Subject: Continuance Request for The Flats at Lupton Village Change of Zone

Staff is requesting a continuance of the public hearing for The Flats at Lupton Village Change of Zone to July 5, 2022.

This request is to allow time for the Planning Commission public hearing for this project to take place. The Planning Commission public hearing was initially scheduled for June 9, 2022. However, due to lack of quorum, the June 9th Planning Commission meeting was cancelled. The Planning Commission public hearing for this project will be held on June 23, 2022.



Planning & Building

130 S. McKinley Avenue
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Phone: 303.857.6694

Fax: 303.857.0351

www.fortluptonco.gov

To: City Council
From: Maria Lancto, Long Range Planner
CC: Todd Hodges, Planning Director
Date: June 20, 2022
Subject: Continuance Request for The Flats at Lupton Village PUD Preliminary Plat and PUD Plan

Staff is requesting a continuance of the public hearing for The Flats at Lupton Village PUD Preliminary Plat and PUD Plan to July 5, 2022.

This request is to allow time for the Planning Commission public hearing for this project to take place. The Planning Commission public hearing was initially scheduled for June 9, 2022. However, due to lack of quorum, the June 9th Planning Commission meeting was cancelled. The Planning Commission public hearing for this project will be held on June 23, 2022.



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Fax: 303.857.0351

www.fortluptonco.gov

To: City Council
From: Maria Lancto, Long Range Planner
CC: Todd Hodges, Planning Director
Date: June 20, 2022
Subject: Continuance Request for The Flats at Lupton Village PUD Final Plat and PUD Plan

Staff is requesting a continuance of the public meeting for The Flats at Lupton Village PUD Final Plat and PUD Plan to July 5, 2022.

This request is to allow time for the Planning Commission public hearings for the Change of Zone and Preliminary Plat and PUD Plan to take place, which are associated with this project. The Planning Commission public hearings for these components were initially scheduled for June 9, 2022. However, due to lack of quorum, the June 9th Planning Commission meeting was cancelled. The Planning Commission public hearings will be held on June 23, 2022.



SUBJECT FOR DISCUSSION

Approving the SCADA Computer Upgrades at the Waste Water Treatment Plant (WWTP) For an Amount not to Exceed \$35,892 Allocated from the Waste Water Fund

SUMMARY STATEMENT/BACKGROUND DISCUSSION

Staff budgeted \$35,000 in the 2022 Capital Improvements Budget to upgrade the SCADA computer at the Wastewater Treatment Plant. The current SCADA computer is from 2014 and is no longer supported for software updates. A cooling fan has been making noise inside the computer. The current SCADA software has not been updated since 2014 either. This project will update the computer to a server that can serve as a backup to the Water Plant SCADA computer also. All SCADA software will be updated and relicensed with the project. Browns Hill Engineering is the SCADA integration company for the city. They know the system and have the backup files for the system. They performed a similar update on the Water Plant SCADA computer system in 2021. Staff anticipates the Project being complete by October 2022.

FINANCIAL CONSIDERATIONS

The 2022 Budget Utility– Waste Water Fund has \$35,000 budgeted in the wastewater treatment plant for SCADA upgrades.

LEGAL/POLITICAL CONSIDERATIONS

N/A

ALTERNATIVES/OPTIONS

Staff could continue with the existing computer equipment however, the equipment is no longer supported and the City would risks losing SCADA at the WWTP.

STAFF RECOMMENDATIONS

Staff Seeks approval of the upgrades.

Attachments: a. Browns Hill Quotation

Certification of Council Approval:

Ordinance No. _____

Resolution No. _____

City Clerk

Date



BROWNS HILL ENGINEERING & CONTROLS

8130 Shaffer Parkway, Unit A

Littleton, CO 80127

PHONE: 720-344-7771

FAX: 720-344-7460

Service Quote

Client: Fort Lupton - WWTP
Project: HMI Computer Upgrade

Browns Hill Job #: 22-040-SQ02
Quote Date: April 13, 2022

Subject: Browns Hill Engineering & Controls, LLC herein proposes to furnish instrumentation, control systems and electrical equipment specifically listed in the following "Scope of Work."

Scope of Work:

WTP - HMI Computer Upgrade

- Provide & Install Quantity 1 - Dell PowerEdge T150 Tower Server (Windows Server 2109 OS, Xeon Proc, 32GB RAM. 3-2TB Hard Drives in RAID 5 Config)
- Provide & Install Quantity 1 - Dell OptiPlex Presenter PC (Windows 10 Pro, 8GB RAM, 256GB SSD)
- Provide & Install Quantity 1 - 24" Monitor
- Provide & Install the current versions of the following software:
 - Rockwell FactoryTalk View Station SE, 25 Displays - Quantity 1
 - Rockwell RSLogix 500 Standard - Quantity 1
 - Rockwell Studio 5000 Standard - Quantity 1
 - Rockwell RSLinx OEM - Quantity 1
 - XLReporter - Quantity 1
 - Microsoft Office - Quantity 1
 - Webroot Antivirus - Quantity 2
- Migrate existing application data to new computer

Only items listed on this scope of work are included in this pricing.

Exclusions: The following items are specifically excluded from this scope of work:

- All costs associated with cutting, patching and painting

Browns Hill Engineering & Controls, LLC agrees to perform all work described per this proposal for the following lump sum price.

Proposal lump sum cost
\$35,892 and no/100 dollars

This proposal is valid for 30 days and subject to revision after that time.

We appreciate the opportunity to provide this proposal and should you have any questions please contact the undersigned at 720-344-7771.

Sincerely,

John Suder

John Suder, Service Manager
Browns Hill Engineering & Controls, LLC
Page 1

Customer Approval:

Signature: _____

Date: _____

Name: _____



SUBJECT FOR DISCUSSION

Authorize Work Order to Jacobs (OMI) for CH2M Hill Engineers, Inc. for Maximum Not to Exceed \$499,955.00 for Professional Engineering Services for Design And Permitting of the Water Treatment Plant (WTP) Expansion Project.

SUMMARY STATEMENT/BACKGROUND DISCUSSION

CH2M HILL Engineers, Inc. (Jacobs Engineering) is the current provider of engineering services for the City Wastewater Treatment Plant, Water Treatment Plant, and Distribution, Collection System repairs, maintenance and operational projects for the City of Fort Lupton. Under the Master Agreement, Appendix J, between the City and CH2M Hill.

The City is in need of professional assistance in developing design drawings, construction management and permitting for the expansion of the City's WTP. The WTP has experienced peak flows in the past 2 summers that are coming close to capacity.

The following are the Tasks that will be performed by CH2M Hill (Jacobs Engineering). Detail of Tasks are on WORK ORDER- CH-2020-4 attached.

- Task 1 – Design phase Project Management
- Task 2 - Colorado Department of Health and Environment Permitting
- Task 3 - 6 Design 10%, 30%, 90% and 100%
- Task 7 - Early procurement / Design packages
- Task 8 - Bidding assistance
- Task 9 - Office Construction Assistance
- Task 10 - Onsite Construction Assistance

FINANCIAL CONSIDERATIONS

The Utility Fund - Water Treatment Plant contains a budget item of \$500,000 in capital expenditures for this project.

LEGAL/POLITICAL CONSIDERATIONS

None

ALTERNATIVES/OPTIONS

- Approve Work Order
- Do not Approve Work Order
- Put out RFQ for full selection process
- Do nothing

STAFF RECOMMENDATIONS

Staff recommends approval of the Work Order to CH2M for professional services to provide design, construction management and permitting for the WTP expansion project.

Attachments: a. Work Order Scope of Services

Certification of Council Approval:

Ordinance No. _____

Resolution No. _____

City Clerk

Date



City of Fort Lupton Water Treatment Plant Improvements

Scope of Services

CH2M Hill Engineers, Inc. (CONSULTANT) agrees to furnish the City of Fort Lupton (CITY) engineering design and bid-phase services for the CITY's Water Treatment Plant (WTP) Improvements Project (Project) based on the following task descriptions. The CONSULTANT's estimate of engineering costs for the Project is based on the following descriptions.

This Scope of Services is for Design Engineering and Construction Support Services for the Fort Lupton WTP. The project design work will be carried out using a phased design delivery approach to provide a logical and progressive completion of the design work. There will be a 10% design development for treatment plant buildout basis. The 30% Schematic Design (SD), approximate 90% level of completion, and 100% Final Construction Documents phases, as described herein will be carried out sequentially. Each phase of design will include a specific list of work products and deliverables, which are identified in the individual sections. Design review workshops will be conducted with key members of the CITY's Project Team, key individuals from the CONSULTANT's project team, and others as requested by the CITY.

The CITY has designated Mr. Roy Vestal, Public Works Director, as CITY Project Manager and will be the primary point of contact with respect to the work performed under this agreement, with authority to transmit instructions, receive information, interpret and define CITY policies and decisions relative to elements pertinent to the work covered by this Agreement.

Project Purpose and Background

The purpose of this Project is to perform design and engineering services during construction that support expansion of the WTP with the addition of two microfiltration skids with a single construction bid package, plus one long-lead equipment pre-procurement package. Note that the capacities referred to throughout this scope document are to be verified during the 10% preparatory design phase. The following tasks are included in this scope, along with a detailed list of the WTP components that will be addressed in the Project:

1. Project Management
2. Colorado Department of Public Health (CDPHE) Submittal
3. 10% Preparatory Design
 - 3.1 Project Team Kickoff Meeting.
4. 30% Schematic Design
5. 90% Design Plans and Specifications
6. 100% Design Plans and Specifications
7. Microfiltration Equipment Pre-Procurement Package

The following is a list of the anticipated significant WTP components that are to be designed or renovated as part of the project as summarized below:

- 1) Evaluate Existing Microfiltration Feed Water Pump Capacity
- 2) Microfiltration Skids (Vendor Package). Two skids sized to match existing system
- 3) Electrical Improvements including Motor Control Center for new skids.
 - a) Evaluate available existing power at the existing facility, providing information on upsized transformer requirements by local service provider if necessary. Determine electrical demands for the new pumps at the hydraulic head for the WTP based on high and low reservoir levels. Generator back-up is provided by the CITY's portable generators, so no generator design is required at this location.
 - b) Replacements in existing facilities, if needed, based on age, condition and capacity are not included.
- 4) Supervisory Control and Data Acquisition (SCADA). It is assumed that the Microfiltration Skid Vendor will design the controls upgrade to the existing microfiltration skids and overall control system.

Other unit process will be evaluated for inclusion into the CDPHE Basis of Design Report (BODR), but are assumed to be adequately sized for the proposed WTP capacity and are not included in the design packages.

CONSULTANT will provide design and construction-phase services as defined in the specific Task descriptions below.

Task 1—Design Phase Project Management

The purpose of this task is to manage, coordinate and lead the CONSULTANT Team’s activities and perform administration of the Fort Lupton WTP Improvements Project design services. The CONSULTANT will perform the following subtasks as part of this Task.

Sub Task 1.1 – Project Management, Project Execution Plan, Quality Management Plan

The CONSULTANT’s project manager shall prepare, implement, monitor, and update the Project Execution Plan throughout the project. The Project Execution Plan will be prepared to guide the direction of the Project Team. It will include descriptions of the roles and responsibilities of team members, communications plan, cost and schedule control procedures, document control, change management and other project management requirements. This plan will also define the CAD software standards, graphic standards, file naming conventions and standards and other graphic standards. In addition, the plan will include a Quality Management Plan and a Project Health and Safety Plan to apply to CONSULTANT’s employees working on the project. The Project Execution Plan will be distributed to the CITY and project team members.

CONSULTANT will manage the health, safety and environmental activities of its staff and the staff of its subcontractors to achieve compliance with applicable health and safety laws and regulations. CONSULTANT will coordinate its health, safety and environmental program with the responsibilities for health, safety and environmental compliance specified in the contract for construction. CONSULTANT will coordinate with responsible parties to correct conditions that do not meet applicable federal, state and local occupational safety and health laws and regulations, when such conditions expose CONSULTANT staff, or staff of CONSULTANT’s subcontractors, or CITY staff to unsafe conditions.

This task includes the activities associated with administration of the Contract and coordination with the CITY.

Task Deliverable(s)

- Project Execution Plan

Sub Task 1.2 - Progress Meetings

CONSULTANT will schedule and conduct bi-weekly progress meetings with the CITY during the design phase. The meetings will include a review of current and upcoming tasks as well as a review of the project schedule. The meetings will also be an opportunity to resolve outstanding issues and plan the project execution for the next month. CONSULTANT will provide an agenda and will prepare and distribute meeting minutes for each meeting along with action item and decision logs. Meetings will include the project manager and up to two additional staff; up to 3 additional members of the CONSULTANT’s design team will join remotely once each month.

Task Meeting(s)

1. Bi-Weekly Progress Meetings

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Task Deliverable(s)

1. Agenda and Meeting Summaries
2. Action Items, Decision Log and Needs List

Sub Task 1.3 - Progress Reporting and Invoicing

CONSULTANT's project manager will prepare and submit to the CITY's project manager, on a monthly basis, a brief cost and schedule status report. The report shall include a narrative description of progress to-date, actual costs for each Task, estimates of percent complete, and potential cost variances.

This task also includes preparation of monthly invoices.

Task Deliverable(s)

1. Monthly Progress Reports and Invoices

Sub Task 1.4 – Quality Control Review, Coordination and Response

The CONSULTANT will provide management of the Quality Assurance/Quality Control (QA/QC) aspects of the Project. An internal Project Quality Manager (PQM) will be identified and will provide oversight of the QA/QC staff, scheduling of technical reviews at the 10, 30, 90 and 100 percent complete stages and documenting and adjudicating review comments from the CITY. The Project Quality Plan will be prepared as part of the Project Execution Plan.

Task Deliverable(s)

1. QA/QC Documentation

Sub Task 1.5 – Project Schedule

CONSULTANT will develop an initial master design schedule in a Program Evaluation Review Technique (PERT) critical path format for major design activities, including: design, internal coordination, CITY and CDPHE reviews, printing and distribution for each project phase. Contractor will be responsible for development of the construction schedule, Construction durations will be estimates for each of the work packages. CONSULTANT will provide design schedule updates at each design deliverable phase (4 updates anticipated).

Task Deliverable(s)

1. Project Schedule Updates

Task 2—CDPHE

Sub Task 2.1—Prepare Submittals for CDPHE and Assist with CDPHE Review Process

As part of this task, the CONSULTANT will assist the CITY in the preparation of the document submittal and CDPHE approval process.

The CONSULTANT will meet one time with CITY and CDPHE staff to familiarize CDPHE with the project concepts and schedule for the Project. Up to one additional meetings will be held to discuss the design submittals. It is assumed the meetings will be held at CDPHE's offices and the CONSULTANT's project manager and design manager will attend.

The CONSULTANT will complete the following documents for the CITY to submit to CDPHE:

- Basis of Design Report (BODR)
 - Application
 - Water Quality Data (To be provided by the CITY)
 - Process Flow Diagram
 - Hydraulic Profile
 - Capacity Evaluation and Design Calculations
 - Residuals Plan
 - Ops Plan (To be provided by the CITY)
- 90% set of Drawings
- Application to Construct
- Design Calculations
- Final Design Submittal—Plans and Specifications

This scope of work has been written based on the CDPHE Design Criteria for Potable Water Systems, revised December 15, 2017. The proposed improvements will be designed to comply with the adopted design criteria published by CDPHE. Variances, if necessary, will be requested in the BODR.

It is assumed that information necessary for the Engineering Report and Design Calculations will be developed in the Basis of Design Report. The CONSULTANT will provide one set of the 90 percent contract documents (drawings and specifications) to the CITY for submittal to CDPHE. After receipt of comments from CDPHE, the CONSULTANT will meet with the appropriate CITY staff to discuss comments. It is assumed that CDPHE will provide reviews and comments in a timely fashion consistent with the Project Schedule.

If CDPHE returns comments that require significant changes in the design, the CITY and the CONSULTANT will meet to discuss the impact on the design to address the CDPHE comments. The CITY and CONSULTANT will confirm the impact to the scope, fee, and schedule presented herein for the final design. The scope, fee, and schedule will be adjusted, if necessary, to agree with the CDPHE requirements.

Task Meeting(s)

1. Initial coordination meeting (CONSULTANT project manager and process lead to attend)
2. One additional coordination meeting (CONSULTANT project manager and process lead to attend)

Task Deliverable(s)

1. Coordination meeting summaries
2. Draft CDPHE Variance Letter (if applicable)
3. Initial Coordination Meeting Summary
4. Additional Coordination Meeting Summaries
5. Application for Drinking Water Construction Approval

Task 3 — 10 % Preparatory Design

Sub Task 3.1 - Project Team Kick-off Meeting

A kick-off workshop shall be conducted with CITY staff to confirm the project scope, engage in preliminary technical discussions, and discuss project schedule. CONSULTANT's project manager and design manager will attend.

At this meeting, details contained within the Project Execution Plan will be presented and discussed. If necessary, the Project Execution Plan will be revised to reflect input received at the meeting. Meeting minutes will be prepared and distributed to attendees.

Task Meeting(s)

1. Kick-off Meeting Workshop

Task Deliverable(s)

1. The CONSULTANT shall prepare a workshop agenda and summary and deliver one electronic copy of each to the CITY.

Sub Task 3. 2 - Construction Sequencing and Workshop

As part of the Section 01 31 13, Project Coordination technical specification, the CONSULTANT shall prepare a schedule to describe process shutdowns, startups, connections, etc. as well as operations of unit processes required during the construction that are necessary to maintain regulatory compliance and treatment capacity production. It is assumed that plant operations during construction will be discussed as part of the review meetings described below.

A workshop will be conducted with CITY staff to review Construction Sequencing to allow a practical guide to maintaining operations during construction. The CONSULTANT's project manager and process lead will attend. This scope item also includes the work throughout the project to create this specification section content.

Task Meeting(s)

1. Construction Sequencing Workshop

Task Deliverable(s)

1. Agenda and Meeting Summary

Sub Task 3. 3 – Existing Motor Control Center Evaluation

Consultant project manager and electrical engineer will make a visual observation of the condition of the existing Motor Control Centers and make a recommendation for replacement or continued use. To be coordinated with the Kick-off meeting.

Task Meeting(s)

1. None

Task Deliverable(s)

1. Provide Opinion of MCC Replacement

Task 4 — 30% Schematic Design (SD) Submittal

It is anticipated that in completing the SD phase, the CONSULTANT team will advance the overall Fort Lupton WTP design to the approximate 30 percent level of completion, as noted previously.

To address the SD requirements, the CONSULTANT team's work effort will include the following services:

- Treatment Process Design
- Electrical Engineering
- Process Mechanical Engineering
- HVAC Engineering
- Structural Engineering

The following engineering discipline services are assumed **not** to be required for the expansion in the existing facility and are not included in this scope of work.

- Building Systems Design
- Site Civil Engineering and Yard Piping
- Architecture
- Lighting Design
- Communications and Networking Systems
- Standby Power Generation Systems Engineering
- Water Laboratory Design

Sub Task 4.1—Hydraulic Analysis of Existing WTP and Proposed Improvements

As part of the Project, the CONSULTANT will perform a hydraulic analysis to consider the impacts of the new facilities. The model will be used to assess a plant raw water capacity for the Project.

The hydraulic analysis will be described in a Technical Memorandum (TM) that will include a process flow schematic and preliminary hydraulic profile of the facilities and potential modifications required to accommodate the Project elements. Preliminary drawings that will be included in the TM are as follows:

- Process Flow Schematic – 1 drawing
- Hydraulic Profile – 1 drawing

Task Deliverable(s)

- 1) Draft and Final Hydraulic Analysis TM

Sub Task 4.2 - Process/Facility Preliminary Design

The CONSULTANT will prepare Process/Facility Preliminary Design TMs that describe each of the WTP improvements. Each Process/Facility Preliminary Design TM will include the following information:

- Process/facility design criteria table including fundamental basis for process/facility sizing and dimensioning of the recommended improvements.
- Major equipment and instrument list with manufacturer's catalog cuts, delivery time, and budgetary quotes. This will be provided for new equipment only.
- Schematic plans and major sections of the facilities.

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- Process/facility flow diagram (PFD).

The following Process/Facility Preliminary Design TM will be prepared:

- 1) Process TM
 - a) Raw Water/Pretreatment
 - b) Microfiltration System
 - c) Chemical Facilities
 - d) Solids Handling and Disposal
 - e) Disinfection

The primary purpose of the Preliminary Design TM is to develop the input into the BODR. A Draft copy will be provided to the CITY for review and comment. CONSULTANT will incorporate responses to CITY review comments to prepare Final Process/Facility Preliminary Design TM.

Task Deliverable(s)

- 1) Draft version of Process/Facility Preliminary Design TM
- 2) Final version of Process/Facility Preliminary Design TM

Sub Task 4.3—Other Engineering Discipline Preliminary Design Elements

After completion of the Process/Facility Preliminary Design TM, the CONSULTANT will prepare Engineering Discipline Preliminary Design Technical Memoranda that include final design criteria, preliminary drawings, outline specifications and written descriptions of the multi-disciplinary engineering support required to implement the core process/facility design improvements. The following Engineering Discipline Preliminary Design Technical Memoranda will be prepared:

Supervisory Control and Data Acquisition, Instrumentation and Control Preliminary Design TM

Electrical Preliminary Design TM

Task Deliverable(s)

- 1) Draft version of each Engineering Discipline Preliminary Design TM
- 2) Final version of each Engineering Discipline Preliminary Design TM

Sub task 4.4 – Process and Engineering TM Review Workshop

Comments on the draft Process/Facility Preliminary Design (Process) and Engineering Discipline Preliminary Design (Engineering) TMs will be reviewed at a Process and Engineering TM Review Workshop. The CONSULTANT will provide the CITY the Process and Engineering TMs one weeks prior to the review workshop. The CONSULTANT's Project Manager and up to two other staff members shall attend. At the meeting, input on the design concepts will be discussed with CITY's personnel. Following the workshop, meeting minutes and responses to comments will be prepared and submitted to the CITY to address comments and to document decisions reached. The responses to comments will be incorporated in the TMs.

Task Meeting(s)

- 1) 2-hour Process and Engineering TM Review workshop

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Task Deliverable(s)

1) Agenda and Meeting Summary

Sub Task 4.5 – Schematic Design Drawings

The purpose of this task is to advance the design concept of the treatment plant improvements developed in the Preliminary Design Phase and use the data and recommendations developed to approximately a nominal 30-percent completion stage.

Supplemental products may include sketches, major equipment information and cut sheets, preliminary drawings, and process and instrument diagrams (P&IDs).

Schematic design work for civil and site development will include the following activities:

- No civil or site development is included as part of this scope

Schematic design work for yard piping will include the following activities:

- No yard piping is included as part of this scope

Schematic design work for architectural will include the following activities:

- No architectural work is included as part of this scope

Schematic design for structural will include the following activities:

- Consult with lead process engineer on equipment layout and fastening.

Schematic design for process will include the following:

- Confirm size/capacity major pipelines and ancillary systems to support current design capacity and anticipated future capacity.
- Develop concepts and doses for chemical systems.
- Prepare process flow diagrams (PFDs).
- Develop plans and sections of major processes.
- Prepare equipment list with sizing for major equipment.
- Develop preliminary layouts for piping and equipment arrangements.
- Calculate preliminary hydraulics of each piping system.

Schematic design for HVAC will include the following:

- HVAC work will include additional duct routing to a new compressor

Schematic design for plumbing and fire protection will include the following:

- No plumbing nor fire protection is included as part of this scope

Schematic design work for the instrumentation and control systems will include the following activities:

- Coordinate with the process engineer(s) to prepare a PFD for each treatment process. Information to be included on each PFD includes at a minimum: Process configuration, flow streams, valve locations (manual and powered), chemical additions points/types, process equipment location/type

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including packaged control panels and adjustable-speed drives, flow meters and other process control devices. The PFD will be based upon information provided by the CITY.

- Utilize existing equipment/instrument tag numbering, naming, and abbreviation conventions.
- Work with process engineer to prepare written operational description of each major process to prepare preliminary P&IDs.
- Match existing overall control philosophy including local control approach, control system, level of automation, supervisory control.
- Develop preliminary input/output (I/O) count.
- Control system block diagram drawing.
- Develop network requirements.

Schematic design work for electrical will include the following:

- Prepare preliminary overall one-line diagram for proposed facilities based upon existing information.
- Prepare preliminary load calculations for the additional load.
- Site electrical plan is not included.
- Add MCCs to existing electrical rooms. It is assumed that the existing room is sufficient

Task 5 – 90-percent design plans and specifications

The work approach will be to prepare, assemble, and furnish drawings and technical specifications for the subsequent review of the package by the CITY and regulatory and approving agencies and utilities.

Sub Task 5.1 – 90-percent design plans and specifications

Specific activities in the 90% Design Phase for each discipline will include the following:

- Prepare 90-percent construction drawings.
- Prepare final calculations.
- Complete internal checking and coordination review.

Specific activities in the 90% Design Phase for specifications will include the following:

- Prepare 90-percent technical specifications.
- Prepare Engineer's Opinion of Cost
- Complete internal checking and coordination review.

The design documents shall be reviewed by the CONSULTANT for constructability and coordination. Draft specifications will be submitted to the CITY for review at 90-percent.

Task Deliverable(s)

- 1) The CONSULTANT shall prepare the 90-percent draft drawings and specifications as pdf format.

Sub Task 5.2 – 90% Design Internal QC Review

CONSULTANT will provide review of the 90% Phase documents from senior design engineers not working directly on the Project. CONSULTANT will monitor the progress and assist the project team in adjudication of review comments.

Task Deliverable(s)

- 1) None

Sub Task 5.3 – 90% Design Workshop with CITY

A workshop will be held with the CITY's personnel to receive and discuss comments and to reach closure on the design. Following the workshop, meeting minutes and responses to comments will be prepared and submitted. The responses to comments will be incorporated in the final Construction Documents.

Task Meeting(s)

- 1) 90% Review Workshop

Task Deliverable(s)

- 1) Agenda and Meeting Summary

Task 6 – 100-percent design plans and specifications

Sub Task 6.1 – Final Design and Preparation of Final Contract Documents

The Consultant will modify the Contract Documents to incorporate agreed upon review comments from the CITY, applicable regulatory agencies (including CDPHE as stated above) and the CONSULTANT's quality control review team. The final documents will then be submitted to the CITY for final back-check and approval. The final back checking will consist of verifying the 90% responses to comments were adequately incorporated. The CITY will not provide new review comments.

Upon approval of Final Contract Documents by the CITY, appropriate CITY signatures will be obtained, documents stamped and one set each of reproducible Final Contract Documents submitted to the CITY.

Task Deliverable(s)

- 1) 100% Final Construction Documents- Hard Copies: 5 hard bound copies of technical specifications, 5 hard bound copies of full-size 22-inch by 34-inch drawings, and 5 hard bound copies of half-size drawings (Drawings prepared in half-size 11-inch by 17-inch PDF format or 22-inch by 34-inch PDF format).
- 2) 100% Final Construction Documents - Electronic: Drawings in AutoCAD compatible format and specifications in MS Word.

Sub Task 6.2 – AHJ Submittal and Review

At this stage the CONSULTANT will submit the plans and specifications to the Authorities Having Jurisdiction (AHJ) for review. The CONSULTANT shall assist in the preparation of permit applications by providing plans and specifications for the review package and attending meetings with review agencies. Assume one coordination package with each of the following: Weld County, City of Fort Lupton; Fort Lupton Fire Protection District.

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Task Deliverable(s)

- 1) Initial coordination meeting with County (CONSULTANT project manager to attend)

Task 7— Early Procurement/Design Packages

Sub Task 7.1— Early Procurement Package - Microfiltration

As the microfiltration equipment is expected to be the longest equipment lead item, an early procurement package will allow for an accelerated schedule. The CONSULTANT will review manufacturer's proposal to the extent that it allows the CITY to purchase the Microfiltration equipment and assign it to the Contractor to be selected as part of a separate procurement. Included in this effort is the review of the vendor provided shop drawings which require approval prior to equipment order and fabrication and delivery.

Task Meeting(s)

- 1) Microfiltration Meeting with CITY
- 2) Microfiltration Procurement meeting with CDPHE to confirm their approval prior to procurement.

Task Deliverable(s)

- 1) Proposal Comments
- 2) Shop Drawing Review Comments

Task 8— Bid Phase Services

Sub Task 8.1— Bid Phase Services

The CONSULTANT will assist the CITY with the Construction Bid Advertisement, questions during Bidding, Amendments, review of bids received that may arise during the Bidding period. CONSULTANT will attend one pre-bid meeting that is to be organized and run by the CITY.

A maximum of 32 hours is assumed for Bid Phase Services

Task Meeting(s)

- 1) Prebid Meeting

Task Deliverable(s)

- 1) Advertisement for Bid, (CITY is responsible for Advertising)
- 2) Prebid Agenda

Task 9—Services During Construction

The CONSULTANT shall provide “office engineering” services during construction as described in the following tasks. Task 10 describes services to be provided by the Project Representative (PR) and onsite services. The CONSULTANT’s basis for estimating engineering costs for the project is based on the elements included in task descriptions.

The CONSULTANT shall provide services to participate in meetings, respond to design and technical submittals, respond to requests for information or clarification, perform special site visits, prepare record drawings, and start-up assistance.

An overall construction period of 6 months is assumed, with the majority of the construction to be completed within the first 3 months.

Sub Task 9.1 – Construction Phase Project Management

The CONSULTANT shall provide the following project management subtasks to support both the engineering and onsite services during construction.

Task 9.1.1 – Project Instructions and Setup

The CONSULTANT shall prepare a brief Services During Construction (SDC) Project Execution Plan (PEP) to serve as a guide for the project team. The PEP shall outline procedures, summarize project goals and scope, present the project work plan (which shall include tasks, staff assignments, level of effort, costs, and schedule), and include other information that is pertinent to the successful execution of the project. A pdf of the PEP shall be provided to the CITY for information.

Task 9.1.2 - Cost and Schedule Control

The CONSULTANT shall prepare, implement, monitor, and update the work plan as required throughout delivery of the work and shall manage, administer, coordinate, and integrate engineering and onsite services during construction as required to deliver these services within budget and on schedule.

Task 9.1.3 – Progress Reports and Invoicing

CONSULTANT’s project manager will prepare and submit to the CITY’s project manager, on a monthly basis, a brief cost and schedule status report. The report shall include a narrative description of progress to-date, actual costs for each Task, estimates of percent complete, and potential cost variances.

This task includes preparation of monthly progress reports and invoices.

Task Deliverable(s)

Monthly Progress Reports and Invoices

Sub Task 9.2 – Meetings

The CONSULTANT’s engineering staff shall participate remotely through Microsoft Teams or phone in various construction meetings as described in the following subtasks and the supporting assumptions noted previously within this scope of services. The CONSULTANT will prepare and distribute meeting agendas and meeting minutes for construction progress meetings. Six hours of CONSULTANT’s time has been assumed for each CONSULTANT attendee for each meeting.

Task 9.2.1 – Pre-construction and Preliminary Schedule Review Meeting

The CONSULTANT's Project Manager and PR shall attend. The meeting will include review of the Contractor's Preliminary Progress Schedule.

Task 9.2.2 – Progress Meetings – Primary

The CONSULTANT's PR will attend progress meetings for a total of 18 such meetings throughout the course of the project. PR shall prepare meeting agenda and minutes.

Task 9.2.3 – Quality Control and Coordination Meetings

The CONSULTANT's PR shall call such meetings as required and stated in specification Section 01 31 19, Project Meetings. It is assumed that the PR will call for 1 such meeting over the course of the project, and that the CONSULTANT's project manager, and an appropriate discipline lead design engineer will attend the meetings

Task 9.2.4 – Process Instrumentation & Controls System Coordination Meetings

The CONSULTANT's instrumentation and controls (I&C) engineer and project manager shall attend up to three (3) I&C Coordination Meetings with attendees and agenda as stated in Specification Section 01 31 19, Project Meetings and Section 40 90 00, Instrumentation and Controls for Process Systems.

Task 9.2.5 – Facility Tie-in/Startup Meetings

The CONSULTANT's PR and senior advisor shall attend up to one (1) Facility Startup Meetings with attendees and agenda as stated in Specification Sections 01 31 19 Project Meetings and 01 31 13 Project Coordination, with CONSULTANT's project manager in attendance.

Sub Task 9.3 – Submittal Review

The CONSULTANT shall process and review shop drawings, samples, and other submittals, submitted by the Contractor for review. The CONSULTANT shall maintain a submittal tracking system to document submittal transactions, dispositions, review times, and re-submittals.

CONSULTANT shall obtain from the Contractor a proposed shop drawing, samples and submittal schedule that shall identify all shop drawings, samples and submittals required by the contract for construction, along with the anticipated dates for submission.

The CONSULTANT's review of shop drawings, samples and submittals shall be for general conformance with the design concept and general compliance with the requirements of the contract for construction. Such review shall not relieve the Contractor from its responsibility for performance in accordance with the contract for construction, nor is such review a guarantee that the work covered by the shop drawings, samples and submittals is free of errors, inconsistencies or omissions.

CONSULTANT shall assist the CITY in reviewing and responding to the Contractor's requests for substitution of materials and equipment. CONSULTANT shall review such requests and shall advise the CITY as to the acceptability of such substitutions.

For the purposes of estimating the level of effort for this task, the following criteria are assumed for the submittal review effort:

- 0.75 submittal per drawing (42 drawings) or total of 32 submittals.
- 3.0 labor hours of effort per submittal.
- 20% resubmittal rate.

Sub Task 9.4 – Requests for Clarification/Information

The CONSULTANT shall receive Contractor's requests for clarification or information (RFCs/RFIs). The CONSULTANT shall review and respond to Contractor's RFC and RFIs. The CONSULTANT shall interpret plans and specifications in response to requests from the Contractor to deviate from designs or specifications.

CONSULTANT shall maintain an RFC and RFI tracking system to document transactions, dispositions, and response times.

For the purposes of estimating the level of engineering effort for this task, the following criteria are assumed:

- 0.4 RFCs and/or RFIs per drawing (42 drawings) or 17 total RFCs/RFIs.
- 2 labor hours of effort per RFC or RFI.

Sub Task 9.5 – Change Orders

The CONSULTANT shall review, prepare, and recommend change orders for work arising from unforeseen conditions or for changes requested by the CITY or Contractor affecting the cost or time of completion of the project. At the direction of the CITY, CONSULTANT shall assist in performing engineering tasks to develop drawings, specifications, or clarifications to include with the change orders. CONSULTANT shall provide recommendations to the CITY regarding the merit of the change order and recommend a course of action for the CITY.

For the purposes of estimating the level of effort for this task, the following criteria are assumed:

- 40 project management hours and 40 design lead, CAD and QC hours.

Sub Task 9.6 – Design Team Site Visits

Selected members of the CONSULTANT design team and/or specialized engineers shall provide onsite observations of the work. The PR shall coordinate and make request for specialty observation for a maximum of 80 hours of CONSULTANT design team time for the 3-month anticipated duration of the majority of the construction.

Sub Task 9.7 – Overall Process Startup Assistance

The CONSULTANT shall furnish assistance to the CITY in plant startup and initial plant operation on an as-needed basis to provide assistance during the initial startup of the facilities by assisting the CITY's operating personnel. A total of 24 CONSULTANT hours is assumed for additional startup assistance.

Sub Task 9.8 – Record Drawings

At the completion of construction work, CONSULTANT will review and comment on record drawing information supplied by the Contractor and shall incorporate information on the drawings. CONSULTANT will prepare electronic record drawings for the CITY based on the information supplied by the Contractor. CONSULTANT will provide the CITY with a copy of these record drawings in both .pdf and Microstation format. CONSULTANT is not responsible for any errors or omissions in the information from others that are incorporated into the record drawings. An average of 1 CONSULTANT man-hours per drawing (42 drawings), or 42 hours has been budgeted for this task for CAD staff and 16 hours for Assistant Process Engineer/Facility Lead, assuming not all of the drawings will require editing. It is assumed that incorporation of an as-built survey is not required.

Task 10 – Onsite Services During Construction

The CONSULTANT shall provide minimal “onsite” services during construction as described in the following tasks. It is assumed that the City’s WTP staff will be able to assist in the day to day coordination efforts to allow these minimal on-site services during construction. The CONSULTANT’s basis for estimating engineering costs for the project is based on the elements included in task descriptions.

The CONSULTANT shall provide minimal services to assist in coordinating the site activities, administering the contract for construction, monitoring the contractor’s performance, responding to design and technical submittals, and closing out the contract for construction. These services shall be provided by the Project Representative (PR).

CONSULTANT will not be responsible for the means, methods, techniques, sequences or procedures of the Contractor, nor shall CONSULTANT be responsible for the Contractor’s failure to perform in accordance with the contract documents.

CONSULTANT does not guarantee the performance of the Contractor. CONSULTANT’s observations shall not relieve the Contractor from responsibility for performing the work in accordance with the contract for construction, and CONSULTANT shall not assume liability in any respect for the construction of the project.

CITY shall require construction Contractor(s) to name the CITY and CONSULTANT as additional insured’s on the Contractor’s general liability insurance policy. CITY agrees to include the following clause in all contracts with construction contractors, and equipment or materials suppliers:

“Contractors, subcontractors, and equipment and material suppliers on the Project, or their sureties, shall maintain no direct action against CONSULTANT, CONSULTANT’s officers, employees, affiliated corporations, and subcontractors for any claim arising out of, in connection with, or resulting from the engineering services performed. CITY will be the only beneficiary of any undertaking by CONSULTANT.”

If asbestos or hazardous substances in any form are encountered or suspected, CONSULTANT will stop its own work in the affected portions of the Project to permit testing and evaluation. CITY will be responsible for contracting an independent specialty firm to perform this survey prior to any disturbance at the site.

If hazardous substances other than asbestos are suspected, CONSULTANT will, if requested, conduct tests to determine the extent of the problem and will perform the necessary studies and recommend the necessary remedial measures at an additional fee and contract terms to be negotiated.

CITY recognizes that CONSULTANT assumes no risk and/or liability for a waste or hazardous waste site originated by other than CONSULTANT.

PR Level of Effort

The Level of Effort for the PR is assumed to be 4.5 hours per week for 24 weeks (6 months) for a total of 108 hours.

Sub Task 10.1 – Document Management System and Procedures

CONSULTANT’s PR and the Contractor shall confer and establish a system and set of procedures for managing, tracking and storing relevant documents between the Contractor, CONSULTANT and CITY

produced during the Construction and Closeout phases of the project. CONSULTANT's PR shall maintain electronic records, suitably organized, of relevant documentation. CONSULTANT's PR shall assist the CITY in monitoring outstanding decisions, approvals or responses required from the CITY.

Sub Task 10.2 – Payments to Contractor

CONSULTANT's PR will receive and review the Contractor's requests for payment. CONSULTANT's PR will determine whether the amount requested reflects the progress of the Contractor's work and is in accordance with the contract for construction. CONSULTANT's PR shall provide recommendations to the CITY as to the acceptability of the requests. CONSULTANT's PR will advise the CITY as to the status of the total amounts requested, paid, and remaining to be paid under the terms of the contract for construction. It is assumed that 6 payment applications will be processed.

Recommendations by CONSULTANT's PR and PM to the CITY for payment will be based upon CONSULTANT's PR's and PM's knowledge, information and belief from observations of the work on site and selected sampling that the work has progressed to the point indicated. Such recommendations do not represent that continuous or detailed examinations have been made by CONSULTANT's PR and PM to ascertain that the Contractor has completed the work in exact accordance with the contract for construction; that CONSULTANT's PR and PM has made an examination to ascertain how or for what purpose the Contractor has used the moneys paid; that title to any of the work, materials or equipment has passed to the CITY free and clear of liens, claims, security interests, or encumbrances.

Sub Task 10.3 – Site Coordination

Task 10.3.1 – Permits, Bonds and Insurance

CONSULTANT's PR will verify that the required permits, bonds and insurance have been obtained and submitted by the Contractor.

Task 10.3.2– Communications

CONSULTANT's PR shall implement and maintain regular communications with the Contractor during the construction. CONSULTANT's PR shall receive and log communications from the Contractor and shall coordinate the communications between the CITY and Contractor.

CONSULTANT's PR shall coordinate written communications among the Contractor, CONSULTANT and CITY during the construction. CONSULTANT's PR shall prepare written communications to the Contractor and provide recommendations to the CITY for written communications between the CITY and Contractor.

Task 10.3.3 – Progress Meetings - Supplemental

CONSULTANT's PR shall conduct progress meetings with the Contractor and shall prepare the minutes of these meetings. It has been assumed that 8 of these progress meetings will be held during the construction.

Task 10.3.4 – Other Meetings

CONSULTANT's PR shall attend, schedule and coordinate CONSULTANT and CITY attendance, as required, to the following meetings defined in Task 9 – Engineering Services During Construction:

- Preconstruction and Preliminary Schedule Review meeting.
- Quality Control and Coordination meetings.
- Process Instrumentation and Controls System coordination meetings.

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- Facility Startup meetings.

Sub Task 10.4 – Changes

Task 10.4.1 – Minor Variations in the Work

CONSULTANT's PR may authorize minor variations in the work which do not involve an adjustment in the Contractor's contract price or time for construction and are not inconsistent with the intent of the contract documents (field orders).

Task 10.4.2 – Coordinate Issuance of Changes

CONSULTANT's PR shall assist the CITY with the issuance of changes to the contract for construction. Design and engineering services to prepare drawings, specifications and other information for the change shall be handled under Task 9 – Engineering Services During Construction.

CONSULTANT's PR shall receive and review the Contractor's response to the request for change and shall obtain such further information as is necessary to evaluate the basis for the Contractor's proposal. CONSULTANT's PR shall assist the CITY with negotiations of the proposal and, upon approval by the CITY, prepare final change order documents for execution by the CITY and Contractor.

Task 10.4.3 – Review of Contractor's Requested Changes

CONSULTANT's PR shall review Contractor requested changes to the contract for construction. CONSULTANT's PR shall make recommendations to the CITY regarding the acceptability of the Contractor's request and, upon approval of the CITY, assist the CITY in negotiations of the requested change. Upon agreement and approval, CONSULTANT's PR shall prepare final change order documents.

Design and engineering services of CONSULTANT to review Contractor initiated changes and to prepare drawings and specifications for issuance to the Contractor shall be handled as part of Task 9 – Engineering Services During Construction.

Task 10.4.4 – Claims and Disputes

CONSULTANT's PR will receive, log, and notify the CITY about all letters and notices from the Contractor concerning claims or disputes between the Contractor and CITY pertaining to the acceptability of the work or the interpretation of the requirements of the contract for construction. At the request of the CITY, CONSULTANT PR shall assist the CITY in discussions with the Contractor to resolve up to 1 claims or disputes arising from extra work for a maximum of 4 hours. CONSULTANT PR shall provide input to the CITY for consideration in the evaluation of Contractor claims or disputes.

CONSULTANT will not issue decisions on Contractor claims or disputes. CONSULTANT will not, except as part of Additional Services, undertake comprehensive and detailed investigation or analysis of Contractor's claims and disputes, nor participate in judicial or alternative dispute resolution procedures for the claims or disputes.

Sub Task 10.5 – Project Controls

Task 10.5.1 – Contractor's Schedule Submittal

CONSULTANT's PR shall review the Contractor's construction schedule and verify that it is consistent with the requirements of the contract for construction. CONSULTANT's PR shall advise the Contractor of areas where the schedule is not in compliance with the contract for construction. CONSULTANT's PR

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shall provide comments to the CITY to assist the CITY in approving, accepting or taking other action on the contractor's schedule, in accordance with the contract for construction.

CONSULTANT's PR's review and comments shall not be considered as a guarantee or confirmation that the Contractor will complete the work in accordance with the contract for construction.

Task 10.5.2 – Contractor's Schedule Updates

CONSULTANT's PR shall review the Contractor's periodic schedule updates or other schedule submissions. CONSULTANT's PR shall advise the Contractor if the updates or other submissions are not in accordance with the contract for construction. CONSULTANT's PR shall provide comments to the CITY regarding the updates or other submissions.

Task 10.5.3 – Effect of Change Orders

CONSULTANT's PR shall review information submitted by the Contractor regarding the effect of proposed or issued Change Orders upon the construction schedule, duration and completion date. CONSULTANT's PR shall advise the CITY as to the potential impact of proposed or issued Change Orders. CONSULTANT shall provide recommendations to the CITY regarding the merit of the change order and recommend a course of action for the CITY. CONSULTANT's PR shall assist the CITY in discussions with the Contractor concerning the potential impact of proposed or issued Change Orders.

Sub Task 10.6 – Field Inspection

Task 10.6.1 – Review of Work

CONSULTANT's PR is a limited part time role and shall conduct periodic on-site observations of the Contractor's work for the purposes of determining if the work generally conforms to the contract for construction and that the integrity of the design concept as reflected in the contract for construction has been implemented and preserved by the Contractor. CONSULTANT's PR shall prepare written reports, diaries or other records of observations, which may include photographs.

CONSULTANT's observation of the work is not an exhaustive observation or inspection of all work performed by the Contractor. CONSULTANT does not guarantee the performance of the Contractor. CONSULTANT's observations shall not relieve the Contractor from responsibility for performing the work in accordance with the contract for construction, and CONSULTANT shall not assume liability in any respect for the construction of the project. CONSULTANT shall, with the assistance of the CITY, obtain written plans from the Contractor for quality control of its work, and shall monitor the Contractor's compliance with its plan.

Task 10.6.2 – Deficient and Non-Conforming Work

Should CONSULTANT's PR discover or believe that any work by the Contractor is not in accordance with the contract for construction, or is otherwise defective, or not conforming to requirements of the contract or applicable rules and regulations, CONSULTANT's PR shall bring this to the attention of the Contractor and the CITY. CONSULTANT's PR shall thereupon monitor the Contractor's corrective actions and shall advise the CITY as to the acceptability of the corrective actions.

Task 10.6.3 – Performance and Witness Testing

CONSULTANT's PR shall not attend and witness field functional and performance tests as specified in the contract for construction. It is assumed that a representative of the CITY water treatment plant staff will witness testing outside of this scope of services.

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Task 10.6.4 – Regulatory and Third Party Testing and Inspections

CONSULTANT's PR shall monitor the Contractor's coordination of inspection and testing by regulatory and third-party agencies that have jurisdiction over the project.

Task 10.6.5 – Substantial and Final Completion

CONSULTANT shall assist the CITY with inspections at substantial and final completion, in accordance with the contract for construction. CONSULTANT's PR shall prepare up to two separate punch lists of items requiring completion or correction. CONSULTANT's PR shall make recommendations to the CITY regarding acceptance of the work based upon the results of the final inspection.

Sub Task 10.7 – Safety

CONSULTANT shall manage the health, safety and environmental activities of its staff and the staff of its subcontractors to achieve compliance with applicable health and safety laws and regulations. CONSULTANT and subconsultants shall follow the established CITY WTP site safety and evacuation procedures.

CONSULTANT shall notify affected personnel of any site conditions posing an imminent danger to them which CONSULTANT observes.

CONSULTANT is not responsible for health or safety precautions of construction workers. CONSULTANT is not responsible for the Contractor's compliance with the health and safety requirements in the contract for construction, or with federal, state, and local occupational safety and health laws and regulations.

Sub Task 10.8 – Services During the Close-Out Phase

CONSULTANT's PR shall assist the CITY in closing out the contract for construction and commencement of the CITY's use of the completed work. This includes monthly review of Record Documents in connection with Contractor's request for progress payment and administering the Project Close Out requirements in Section 017700 of the Construction Documents.

Task 10.8.1 – Manufacturer Operation and Maintenance Manuals and Training

CONSULTANT's PR shall coordinate with the Contractor for the submission of required manuals provided by equipment suppliers for operation and maintenance and for training of the CITY's staff by the Contractor. Manuals will address startup, testing, operation, maintenance and troubleshooting requirements specified in the Contract Documents.

Task 10.8.2 – Warranties, Guarantees, Lien Releases

CONSULTANT's PR shall coordinate with the Contractor for the submission of required warranties, guarantees, lien releases and other similar documents as required by the contract for construction. CONSULTANT's PR shall advise the CITY as to the acceptability and compliance of these documents with the contract for construction.

Assumptions

The CONSULTANT's basis for estimating engineering costs for the project is based on the following assumptions for this scope of services:

- 1) The design approach will be based on interactive milestone review workshops. Milestone reviews and workshops will be scheduled at strategic periods during the project, and will generally occur at

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the completion of the 30 percent schematic design and 90 percent completion of the contract document preparation phases. Workshops with the CITY will provide the opportunity to discuss and resolve issues as the design progresses utilizing interim design deliverables such as progress drawings. CITY and CONSULTANT staff will actively participate in the workshops to collaboratively develop and advance the design concepts, make decisions regarding alternatives, and clarify preferences for equipment and components.

CITY review comments will be compiled by the CONSULTANT at the review workshops. With the exception of the 90% submittal, the project team will not stop work during formal reviews of submittals. CONSULTANT will resume work after receipt of comments from the City and CDPHE.

Workshops with the CITY will be held either at the CITY's conference room or at Jacobs Loveland Office, or remotely if required due to the ongoing pandemic.

CONSULTANT's master specifications (49 divisions), including Engineers Joint Contract Documents Committee (EJCDC) General Conditions, will be used as the basis for the specifications. The CITY's standard Supplemental Conditions will be used with modifications to the articles governing warranty period requirements.

All meeting agendas, meeting summaries, and deliverables will be prepared and delivered to the CITY project manager in PDF format via email. The CITY project manager will distribute to other CITY staff.

Meeting summaries will capture major decisions and action items and not be a detailed review of the meeting discussion.

CITY will make its facilities accessible to CONSULTANT as required for CONSULTANT's performance of its services and will provide labor and safety equipment as required by CONSULTANT for such access. CITY will perform, at no cost to CONSULTANT, such tests of equipment, machinery, pipelines, and other components of CITY's facilities as may be required in connection with CONSULTANT's services.

CITY will provide to CONSULTANT all data in CITY's possession relating to CONSULTANT's services on the Project. CONSULTANT will reasonably rely upon the accuracy, timeliness, and completeness of the information provided by CITY.

If asbestos or hazardous substances in any form are encountered or suspected, CONSULTANT will stop its own work in the affected portions of the Project to permit testing and evaluation. If asbestos is suspected, CONSULTANT will, if requested, manage the asbestos remediation activities using a qualified subcontractor at an additional fee and contract terms to be negotiated. It is assumed that the CITY will contract with an environmental firm to conduct an Asbestos and Hazardous Material Survey prior to 30 percent design phase to inform the team of potential hazards and define abatement and disposal requirement.

If hazardous substances other than asbestos are suspected, CONSULTANT will, if requested, conduct tests to determine the extent of the problem and will perform the necessary studies and recommend the necessary remedial measures at an additional fee and contract terms to be negotiated. CITY recognizes that CONSULTANT assumes no risk and/or liability for a waste or hazardous waste site originated by other than CONSULTANT.

CITY will examine information submitted by CONSULTANT and render comments in writing or otherwise provide decisions within two weeks of each submittal. CITY will receive and reconcile comments from various CITY reviewers and will provide one set of consolidated comments to CONSULTANT.

CITY staff will coordinate with the CITY's development review process as necessary for the project.

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Attachment 1 lists the anticipated final design drawings.

The drawings will be prepared using the CONSULTANT's design and graphics standards.

There will be no onsite equipment or process piloting work performed by the CONSULTANT as part of the project.

No additional treatment chemical storage is required.

No building addition or structural, architectural changes are required and the facility is adequately sized to house the new equipment.

The systems integrator for the project will be provided by the Contractor. Applicable technical specification sections for system integration work will define scope for instrumentation and process control work to be performed.

Site survey– to be Contracted separately by the CITY if needed.

The fee assumes a construction period of up to 3 months for on site WTP construction and a total project duration of 6 months.

CONSULTANT's PR shall arrange and conduct one pre-construction meeting with the CITY, Contractor and other interested parties in the CITY's office. CONSULTANT's Project Manager and Design Manager (DM) will attend the pre-construction meeting.

Construction progress meetings will be attended at the project site. CONSULTANT's PR and Project Manager shall attend each meeting. It is assumed that a total of 18 meetings will be held.

CONSULTANT's PR shall conduct one substantial completion and one final inspection lasting 1 day each (total of 2 days).

The PR and Senior Advisor will attend the preliminary schedules meeting.

It is assumed that the CONSULTANT's office staff would attend a maximum of 1 quality control and coordination meetings and that the PM or DM and one discipline or facility lead will attend 3 quality control and coordination meetings.

No concrete pre-installation meetings.

It is assumed that the CONSULTANT will attend a maximum of:

- f) Three (3) Process Instrumentation and Controls System ICS meetings,
- g) One (1) shutdown coordination meeting,
- h) One (1) facility startup meeting.

It is assumed that the CONSULTANT's design team will provide a maximum of:

- i) 80 hours for design team site visits
- j) 24 total (preparation and field time) hours for facility startup assistance.
- k) 42 total hours for preparation of record drawings at 1 hour total for each drawing (42 drawings)
- l) No time is included for the warranty period

Any labor and expenses, above the effort defined in this scope, required to address construction claims, unforeseen subsurface considerations or additional construction requested by the Contractor or CITY would constitute additional services.

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Contractor deliverables include: shop drawings, samples, application for payment, certificates, construction photos, record documents, releases from liens, claims, and agreements, contractor design data, manufacturer's instructions, operation and maintenance data, schedules, special guarantees, statements of qualification, permits, test and inspection reports, testing and startup data, and training data. The CONSULTANT will keep a copy of Contractor deliverables for CITY records.

A preliminary listing of the anticipated final design drawings is presented in Attachment 1. The cost for the final design portion of the project is dependent on the presently understood scope of work as defined in the Preliminary Design Phase and as reflected in the drawing list.

CONSTRUCTION PHASE SERVICES. The following applies: (a) If CONSULTANT is called upon to observe the work of CLIENT's construction contractor(s) for the detection of defects or deficiencies in such work, CONSULTANT will not bear any responsibility or liability for such defects or deficiencies or for the failure to so detect. CONSULTANT shall not make inspections or reviews of the safety programs or procedures of the construction contractor(s) and shall not review their work for the purpose of ensuring their compliance with safety standards. (b) If CONSULTANT is called upon to review submittals from construction contractors, CONSULTANT shall review and approve or take other appropriate action upon construction contractor(s)' submittals such as shop drawings, product data and samples, but only for the limited purpose of checking for conformance with information given and the design concept expressed in the contract documents. CONSULTANT's action shall be taken with such reasonable promptness as to cause no delay in the work while allowing sufficient time in CONSULTANT's professional judgment to permit adequate review. Review of such submittals will not be conducted for the purpose of determining the accuracy and completeness of other details such as dimensions and quantities. (c) CONSULTANT shall not assume any responsibility or liability for performance of the construction contractor(s), or for the safety of persons and property during construction, or for compliance with federal, state and local statutes, rules, regulations and codes applicable to the conduct of the construction contractor(s). CONSULTANT shall have no influence over the construction means, methods, techniques, sequences or procedures. Construction safety shall remain the sole responsibility of the construction contractor(s).

Schedule

The following schedule is anticipated for the CITY Water Treatment Plant Improvements. CONSULTANT will seek opportunities to expedite design as the CITY has a need for the additional capacity. The dates will be refined to address key factors that are not under the direct control of the CONSULTANT or fully scoped at this time such as:

- Colorado Department of Public Health and Environment (CDPHE) Review Period: While CDPHE targets reviews to be completed within 45 to 60 days, review time can often take several months and is out of the control of CONSULTANT.
- Review period by CITY is assumed to be 5 days for each deliverable
- City pre-purchase documents for early contracting of long lead equipment items, such as Microfiltration

A Target date of completion of late Fall 2023 is considered a practical goal and is the baseline completion date, as shown in Table 1.

TABLE 1 – PROJECT SCHEDULE

Fort Lupton Water Treatment Plant Improvements

Task	Estimated Completion Dates
Notice to Proceed	June 21, 2022
Kickoff Meeting	July 5, 2022
10-Percent Preparatory Design	July 28, 2022
30-Percent Design	September 29, 2022
Membrane Purchase Order Signed	December 1, 2022
90- Percent Design	December 16, 2022
Final Design	January 17, 2023
CDPHE Review	March 14, 2023
Construction Begins	April 26, 2023
Construction Ends	October 10, 2023

Payment

Compensation will be on a time and expense basis with labor billed at hourly labor rates based on labor code. Subconsultant expenses billed at actual cost, plus multiplier of 1.05, and direct expenses at actual cost or standard billing rates. The hourly billing rates include allowances for salary, benefits, overhead, and profit. Other expenses will include travel, printing, mailing, copying, supplies, and other similar costs incurred in performance of the work. A budgetary amount for the CONSULTANT's services is included in **Attachment 2**. Notice that the fee includes tasks for design, services during construction, and tasks related to special services including pre-procurement.

The CONSULTANT shall make reasonable efforts to complete the work within this budget and will keep the CITY informed of progress toward that end so that the budget or work effort can be adjusted if found necessary. The CONSULTANT shall not exceed the total budgetary amount without prior written approval from the CITY. CONSULTANT is allowed to manage to the overall total budget, which allows underruns or overruns at the subtask level.

List of Attachments

The following attachments are a part of this Scope of Services:

- Attachment 1 – Estimated List of Drawings
- Attachment 2 – Project Fee

Attachment 1

Estimated List of Drawings

Count	Facility Code	Discipline*	Drawing Title
1	0	Project Automation Lead (Project Lead Technician)	Cover Sheet, Location and Vicinity Maps
2	0	Project Automation Lead (Project Lead Technician)	Index to Drawings
3	0	Project Automation Lead (Project Lead Technician)	Abbreviations
4	0	Project Automation Lead (Project Lead Technician)	Abbreviations
5	0	Structural	Structural Notes
6	0	Structural	Structural Notes
7	0	Structural	Special Inspection 1 of 4
8	0	Structural	Special Inspection 2 of 4
9	0	Process Mechanical	Mechanical Legend
10	0	Process Mechanical	Piping Schedule
11	0	Plumbing	Building Services Legend
12	0	HVAC	Building Services Legend
13	0	Instrumentation & Controls	Instrumentation and Controls Legend
14	0	Instrumentation & Controls	Instrumentation and Controls Legend
15	0	Electrical	Electrical Legend
16	0	Electrical	Electrical Legend and Abbreviations
17	0	Process Mechanical	Process Flow Diagram
18	0	Process Mechanical	Hydraulic Profile
19	51	Civil/Yard Piping	Overall Site Plan, Key Map, and Survey Control
20	80	Instrumentation & Controls	Raw Water Tank and Pumps
21	80	Instrumentation & Controls	MF System
22	80	Instrumentation & Controls	Chemical System, Clearwell and Treated Water Tank
23	100	Process Mechanical	Overall Process Plan
24	100	Process Mechanical	Upper Piping Demo Plan and Section
25	100	Process Mechanical	Lower Piping Demo Plan and Section
26	100	Process Mechanical	Upper Piping Plan and Section
27	100	Process Mechanical	Lower Piping Plan and Section
28	100	Process Mechanical	Process Details
29	100	Process Mechanical	Process Details
30	100	Structural	Structural Plan and Profile
31	100	HVAC	HVAC Plan and Schedule
32	100	Electrical	Electrical Power Plan
33	100	Electrical	One line and MCC Elevation
34	100	Electrical	Control Diagram
35	100	Electrical	Details
36	200	Process Mechanical	Standard Details
37	200	Process Mechanical	Standard Details
38	200	Process Mechanical	Standard Details
39	200	Electrical	Standard Details
40	200	Instrumentation & Controls	Standard Details
41	200	HVAC	Standard Details
42	200	Structural	Standard Details

Attachment 2

Project Fee

Attachment 2 - Fee Estimate
Engineering Services for Fort Lupton
WTP

Attachment 2 - Fee Estimate Engineering Services for Fort Lupton WTP			Key Staff																									Labor Hour & Fee Summary				
			Brad Schutt Project Manager/Design manager	Paul Mueller Membrane STC	Al Paquet Senior Advisor	Hugo Rojas Structural Engineer	Tenile Stimpson Structural Tech/PAL	Dani Davis Assist Process Eng / Facility Lead	Jeff Pitts Hydraulics	Ranae Decker Specifications	Jon Henson HVAC Engineer	Hassan Idrees Electrical Engineer	Jonathan James Lead Electrical Engineer	Erik Neperud Civil Engineer	Cody Schnee Process Mechanical Tech	Scott Metcalf Elect Tech	Tyler White HVAC Tech	Andy Williams I&C Lead	Elizabeth Kristel I&C Tech	Jim Landman Electrical QA/QC	Todd Elliott Process QA/QC	Jay Hardison I&C QA/QC	Travis McIntosh Structural QA/QC	Ed Meyer Cost Estimate	Mike Petersen, Health and Safety	Sandy Orren Project Admin	Labor Hours	Direct Labor Costs	Total Expenses	Outside Services	Total	
Task	Subtask	Task Description																														
		2022 Billing Rate	\$190.00	\$240.00	\$240.00	\$210.00	\$190.00	\$145.00	\$190.00	\$145.00	\$145.00	\$165.00	\$240.00	\$210.00	\$165.00	\$165.00	\$235.00	\$145.00	\$240.00	\$240.00	\$240.00	\$240.00	\$240.00	\$240.00	\$135.00							
		2023 Billing Rate	\$196.00	\$248.00	\$248.00	\$217.00	\$196.00	\$150.00	\$196.00	\$150.00	\$150.00	\$170.00	\$248.00	\$217.00	\$170.00	\$170.00	\$243.00	\$150.00	\$248.00	\$248.00	\$248.00	\$248.00	\$248.00	\$248.00	\$140.00							
Fort Lupton WTP Design Services																																
Task 1 - Design Phase Project Management			70	24	24	0	0	40	0	0	0	0	0	0	0	0	0	0	8	0	8	0	5	8	24	211	\$ 40,820	\$ 500	\$ -	\$ 41,320.00		
Task 2 - CDPHE Coordination			40	0	8	0	0	40	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	88	\$ 15,320	\$ 500	\$ -	\$ 15,820.00		
Task 3 - 10% Preparatory Design			8	4	8	0	0	16	0	0	0	24	4	0	0	8	0	8	0	0	0	0	0	0	0	80	\$ 14,840	\$ 1,500	\$ -	\$ 16,340.00		
Task 4 - 30% Schematic Design (SD)			40	0	0	6	22	80	16	8	8	17	4	4	60	20	4	22	14	8	4	4	4	8	0	0	353	\$ 62,385	\$ 4,000	\$ -	\$ 66,385.00	
Task 5 - 90% Design Development Submittal			24	0	4	24	80	144	0	63	24	42	0	21	120	40	24	24	33	4	8	8	8	51	0	0	746	\$ 130,340	\$ 1,000	\$ -	\$ 131,340.00	
Task 6 - 100% Final Design Plans and Specifications for Construction			40	0	8	6	38	30	0	12	4	10	0	5	60	0	4	8	8	0	0	0	0	0	0	0	233	\$ 40,970	\$ 1,800	\$ -	\$ 42,770.00	
Task 7 -Early Procurement/Design Packages			24	8	4	0	0	8	0	0	0	8	4	0	0	0	0	12	0	4	0	0	0	8	0	0	80	\$ 16,580	\$ -	\$ -	\$ 16,580.00	
Task 8 -Bid Phase Services			16	0	0	0	0	16	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	32	\$ 5,536	\$ 200	\$ -	\$ 5,736.00		
Task 9 -Services During Construction			224	26	22	2	0	144	0	0	22	54	26	0	42	0	0	86	0	0	0	0	0	0	0	0	648	\$ 124,808	\$ 1,200	\$ -	\$ 126,008.00	
Task 10 -Onsite Services During Construction			84	0	4	0	0	108	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	196	\$ 33,656	\$ 4,000	\$ -	\$ 37,656.00		
Totals			570	62	82	38	140	626	16	83	58	155	38	30	282	68	32	160	55	24	12	20	12	72	8	24	2,667	\$ 485,255	\$ 14,700	\$ -	\$ 499,955.00	



SUBJECT FOR DISCUSSION

Splash Park Full Site Design & Construction Drawings for an Amount Not to Exceed \$99,364.40 Allocated from the General Fund, Parks Department's Capital Expenditure

SUMMARY STATEMENT/BACKGROUND DISCUSSION

The City of Fort Lupton desires to provide the community with an outdoor splash park. This is the second step in achieving this goal. A master plan was completed earlier and this is the next step in the process. A complete site plan with construction drawings will allow the city to be able to bid out the project and get more solid cost estimates. The Recreation Department called for a request for qualifications and bid proposal for this project. The evaluation of the proposals was done by the City Engineer and Recreation Center staff. It was the consensus of the group that DHM Design had put the best proposal and qualifications together. They specialize in Splash Park Design. When completed this plan will include all of the documents needed to bid out the splash pad, pumps, playgrounds, walkways, shelters, and restroom facilities. DHM Design was very complete in their proposal.

The proposals were ranked as follows:

DHM Design	first	\$99,364.40
Confluence	second	\$80,485.00
Goodbee & Associates	third	\$66,200.00

FINANCIAL CONSIDERATIONS

This project is budgeted in the General Fund, Parks Department's capital expenditure account for a total of \$400,000.

LEGAL/POLITICAL CONSIDERATIONS

The City sent RFQ/B for this project and received 3 proposals back. DHM Design was not the lowest bid but was deemed to be the most qualified and complete for this type of project. The other bidders were Goodbee & Associated and Confluence.

ALTERNATIVES/OPTIONS

Council could go with a different firm.

STAFF RECOMMENDATIONS

Staff recommends to go with DHM Design for the Splash Park full site & construction Drawings for amount not to exceed \$99,364.40.

Attachments: a. Proposal from DHM

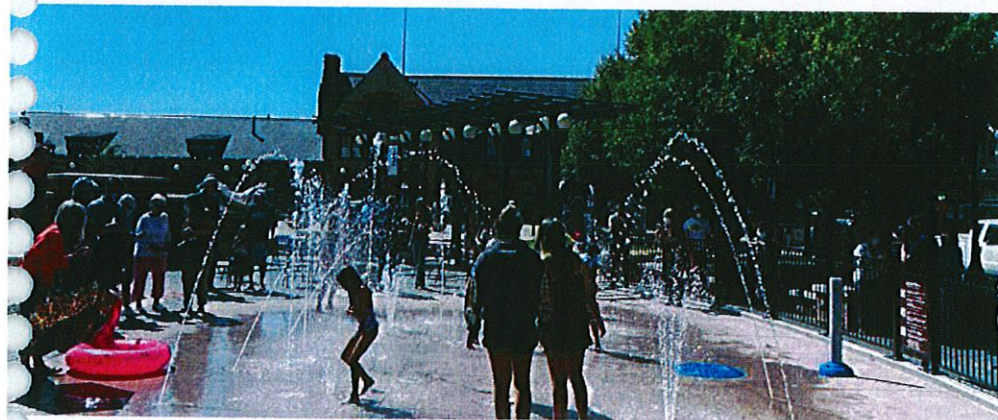
Certification of Council Approval:

Ordinance No. _____

Resolution No. _____

City Clerk

Date



DHM DESIGN

LANDSCAPE ARCHITECTURE | LAND PLANNING | ECOLOGICAL PLANNING | URBAN DESIGN

Response to Request for Proposals

Splash Park Full Site Design & Construction Drawings | Request No. FTL2022-005 City of Fort Lupton, Colorado

Submitted To:

City of Fort Lupton
Attn: Finance Director
130 South McKinley Avenue
Fort Lupton, Colorado, 80621

Submitted By:

DHM Design
Matthew Whipple, Principal-in-Charge
720.763.3969 | mwhipple@dhmdesign.com

Submittal Date:

May 31, 2022



Thank you for considering
DHM Design.



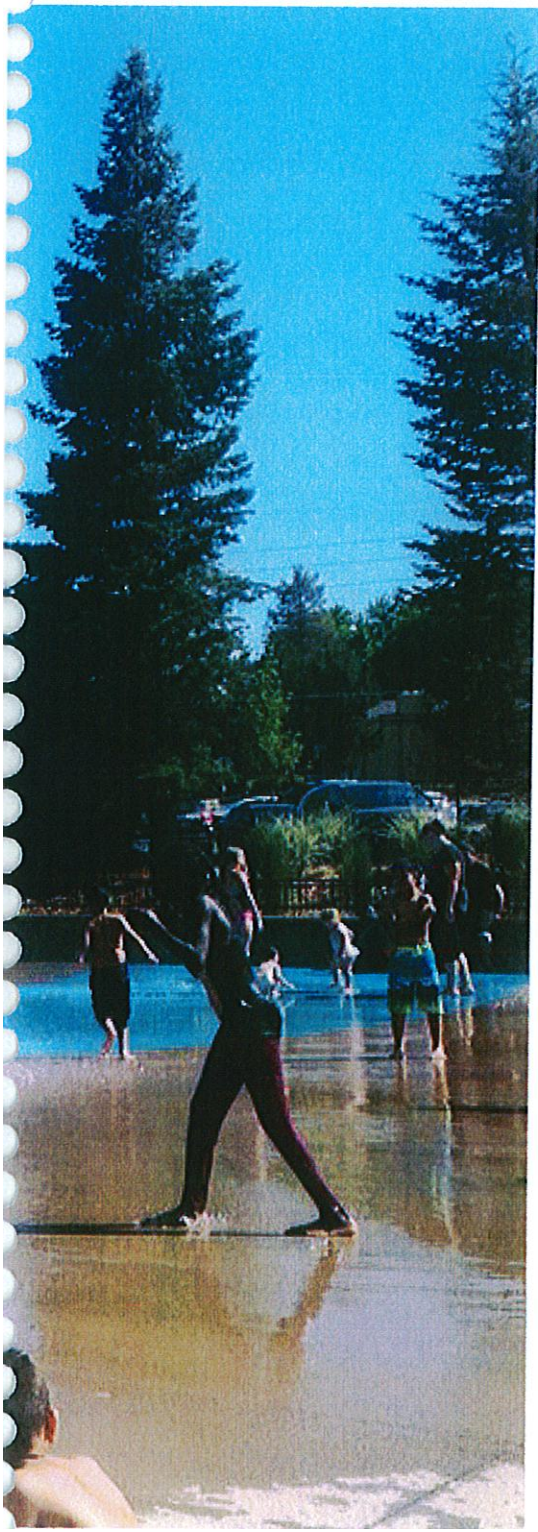


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Subconsultants Firm Overviews and Key Personnel Resumes

Why DHM Design?

Project Experience

KLJ Engineering Project Experience

References

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May 31, 2022

Mr. Doug Cook
Recreation Manager, City of Fort Lupton
130 South McKinley Avenue
Fort Lupton, Colorado, 80621

RE: Splash Park Full Site Design & Construction Drawings | Request No. FTL2022-005 | City of Fort Lupton, Colorado

Dear Members of the Selection Committee:

On behalf of the DHM Design team, we would like to express our sincere interest and excitement for the opportunity to respond to the Splash Park Full Site Design and Construction Drawings RFP project. Our team shares an enthusiasm for designing splash parks and has the depth of experience to realize the community's vision. We have assembled a team of highly qualified experts in Splash Park and general Parks & Recreation Design to assist with this important project for the City of Fort Lupton. The team we have assembled has extensive experience working together on park projects, and specifically Splash Park design.

DHM Design is a firm of professionals spread between offices in Denver, Carbondale, Durango, Bozeman, and Missoula who take pride in contributing to the local communities in which we live and work. We have a rich history of Parks & Recreation design since our inception in 1975. We are a national award winning leader in providing creative, visionary and sustainable planning and design solutions. As designers, we are committed to exploration, discovery, and the expression of authentic character in placemaking. Every park project includes a collaborative team based design, and a budget conscious, time sensitive, construction process. Our thorough drawings, recent project based cost estimates and conscientious construction administration means we will do everything possible to meet our clients schedule.

Our strength lies in our ability to design projects that are practical, easily maintained and a high level of usability for the community. The Fort Lupton Splash Park project will be led by Matthew Whipple as the Principal-in-Charge and Project Manager with assistance from Senior Associate, Kyle Davis and Designer, McKinley Parks. Our team will also include:

- **KLJ Engineering** - Civil Engineering and Surveying
- **AE Design** - Electrical Engineering
- **San Engineering** - Structural Engineering
- **Hydrosystems KDI** - Irrigation Design

Our team's strong track record together brings unique expertise to this project, including:

- Knowledge of splash pad and prefab building structure design and construction
- We have worked closely with Vortex Aquatic Structures and Michelle Lynn with her team of designers on numerous projects
- Focus on the maintainability of these facilities through design and planning solutions that are based on real world applications
- Experience designing accessible park & recreation facilities from a specialized internal ADA team that keep us up to date on the latest trends and best practices

While the RFP did not request, in our experience, we feel the services of a Geotechnical Engineer and Sub-Surface Utility Engineer (SUE) would benefit your project. The Geotechnical Report would provide subsurface soil profile with recommendations of paving design of the splashpad and plaza as well as foundation recommendations for the prefabricated restroom/mechanical room structure. The sub-surface utility report would provide additional detailed utility information in the project area, if existing City information isn't sufficient or reliable. We also provided, in our Scope/Work Plan a separate task for Construction Services (Construction Admin). While not requested in the RFP, we feel we could be of assistance to the City during construction with weekly project oversight meetings, reviewing product submittals, coordination with the selected Contractor on the design and project closeout. All of these services are outlined in an additional services task, if requested, beyond the original scope of work requested in the RFP.

Our attendance was recognized at the mandatory pre-proposal meeting on site and we acknowledge receipt of Q&A. Our team is eager to realize the vision for this important community amenity and recreational destination. Our proposal demonstrates that we have the experience, capacity and excitement to successfully complete this project for the City of Fort Lupton. Our team is available to begin work on your project right away.

Thank you for the opportunity to submit our proposal. If you have any questions during your review of this response, please do not hesitate to email or call Matthew Whipple.

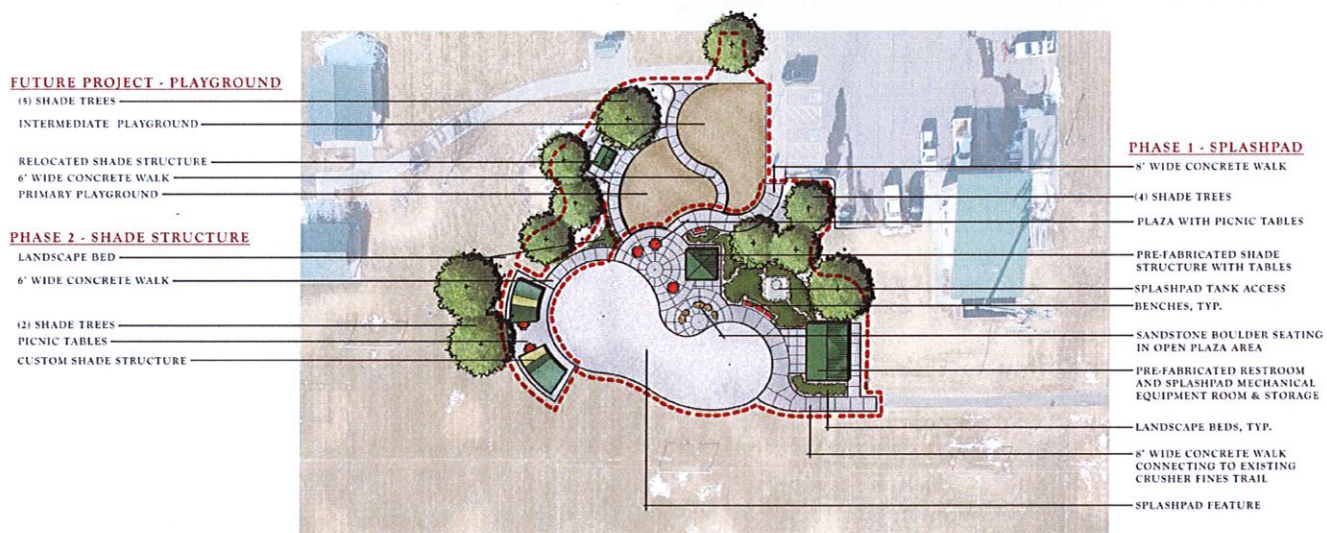
Sincerely,



Matthew Whipple, Principal-in-Charge
720.763.3969 | mwhipple@dhmdesign.com

Project Understanding and Approach

Per previous discussions and coordination with the City of Fort Lupton staff and previous master planning of the Fort Lupton Splash Park project, DHM understands that the City is having a Splash Park placed at the Fort Lupton Recreation Center, south of the parking and north of the multi-use sports fields. All utilities are located east of the existing maintenance facility and will need to be tapped into and brought west approximately 250'. We also understand that the City has contracted with Vortex Aquatic Structures for their new splashpad but coordination of utilities and placement are not within Vortex's scope of work. Our role will be to provide utility design to within 5' of a mechanical room within a new prefabricated (CXT) restroom structure, plaza design, site furniture selection, landscape design, playground design (construction in Phase 2), connectivity, shelter design and coordination between design team and City Staff.



SPLASHPAD IMPROVEMENT AREA

PLAYGROUND EQUIPMENT EXAMPLES (FUTURE PROJECT)



PRIMARY EQUIPMENT EXAMPLE



INTERMEDIATE EQUIPMENT EXAMPLE

SITE STRUCTURES EXAMPLES



PREFAB SHADE STRUCTURE EXAMPLE



RESTROOM EQUIPMENT ROOM EXAMPLE

SITE FURNITURE EXAMPLES



SITE PLANTING EXAMPLES



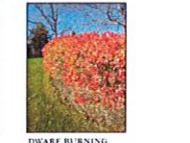
FEATHER BLEED GRASS



GRO-LOW SUMAC



RED SWITCH GRASS



DWARF BURNING BUSH

SCALE: 1" = 20'-0"

Fort Lupton Splash Pad Master Plan completed by Matthew Whipple, DHM Design

REQUEST NO.
FTL2022-005



Mr. Doug Cook
Recreation Manager
203 South Harrison Avenue
Fort Lupton, Colorado 80621

Dear Mr. Cook:

The undersigned having become familiar with the specifications for the **Splash Park Full Site Design & Construction Drawings** and deliver to the City of Fort Lupton as set forth in the following schedule:

Full Site / Construction Drawings	\$ <u>99,364.40</u>
Other	\$ _____
GRAND TOTAL	\$ <u>99,364.40</u>

I certify that the above quotation is exclusive of any federal excise taxes and all other state and local taxes, and includes any applicable permits and fees for installation. I further certify that the items offered for intended use by the City of Fort Lupton will meet all specifications as has so indicated in this bid form. The Council of the City of Fort Lupton reserves the right to reject any or all bids, to waive any informality in bids, and to accept the bid that, in the opinion of the Council, is to the best interests of the Council and of the City of Fort Lupton. The Council of the City of Fort Lupton shall give preference to residents of Fort Lupton bidders in all cases where the bids are competitive in price and quality.

FIRM DHM Design BY Matthew WhippleBUSINESS ADDRESS 900 S. Broadway, Suite 300 TITLE PrincipalCITY, STATE, ZIP CODE Denver, CO 80209 DATE 05/31/2022TELEPHONE NO. 720.763.3969 FAX NO. 303.892.4984 TAXPAYER I.D.# 84 0689315DOES YOUR BID MEET OUR SPECIFICATIONS? YES ☒ NO ☐

CITY OF FORT LUPTON IS EXEMPT FROM COLORADO SALES TAXES. CERTIFICATE OF EXEMPTION NO.98-02812-0000. CITY OF FORT LUPTON FAX NUMBER IS #303-857-609

INVITATION TO BID

FORT LUPTON SPLASHPAD FULL SITE DESIGN & CONSTRUCTION DRAWINGS

May 29, 2022

DESCRIPTION OF SERVICES

Project Survey

Preparation of 65% Construction Documents

Sub-Totals:

Preparation of Final Construction Documents - 95% and Final Construction Documents

Page 82 of 113

- Civil Plans
- Civil Details
- Civil General Notes
- Erosion Control Plan
- Preliminary Drainage Memo - For City Review
- Structural Engineering
 - Structural Plans & Details
 - Project Specifications
- Prepare 95% and 100% level cost estimates
- Prepare Final Drainage Study Memo
- Prepare GESCC Control Plans (Initial, Interim and Final)
- Project Management - Review, Admin and Coordination

Meetings:

- 95% Submittal Review with City Staff

Deliverables:

- Final Construction Documents Submittal - PDF format
- 95% & Final Construction Document level cost estimate - PDF format
- Final Construction Document Specifications - PDF format
- Final drainage Memo - PDF format

Project Total (Full Site Design & Construction Drawings): \$ 99,364.40

1. Our team is available for expanded scope and additional meetings beyond what is outlined, based on a time and expense basis.
2. The following items were not outlined in the RFP/RFQ but in our Team's experience, these items should be considered as additional services and beneficial to the project:

- Provide Geotechnical recommendations for bldg foundation beyond recommendations by manufacturer and provide backup paving recommendations for splashpad feature and tank location - (2) Borings
- Provide a Level B Sub-Surface Utility Engineering (SUE) - Level B:
 - Provide a Level B Sub-Surface Utility Engineering survey for additional information beyond information the City may be able to provide, if necessary.

Construction Services:

Bidding Services

- Prepare pre-bid meeting agenda
- Attend pre-bid meeting
- Review submitted bid for discrepancies and make recommendation

Construction Services

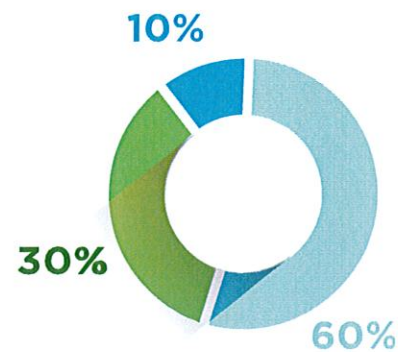
- Kickoff Meeting with selected Contractor
- Submittal Review
- Address incoming RFIs
- Attend OAC Meetings - (Assumes 4 months - 18 Weekly Meetings)
- Attend key milestone review meetings as needed
- Payment application review
- Preliminary Punch-Walk with punch list
- Final Punch-Walk with punch-list
- Assist with project closeout
- Coordinate as-built drawings with Contractor

Additional Services Total: \$ 41,909.20

Team Organization and Qualifications

Organizational Chart

The DHM Design team is local and has experience working in and around Fort Lupton. We have the capacity to devote the time, attention and qualified staff necessary to complete the Splash Park Full Site Design & Construction Drawings project. Our team includes KLJ Consulting Engineers (Civil Engineering and Surveying), AE Design (Electrical Engineering and Lighting Design), San Engineering (Structural Engineering), and Hydrosystems*KDI (Irrigation Design). We are confident in our ability to produce documents and deliverables in a timely and efficient manner. If selected, DHM pledges to staff this project with the key individuals noted in this submittal and we will make all these individuals available immediately to begin work on this project. DHM takes pride in the development of projects that are within budget and completed in a timely manner. We allocate our time with the intent of efficiently applying our specific skills and utilizing our experience and knowledge base to help you develop a realistic budget for your project. Our team has relationships with local contractors and vendors that we may call upon as resources to help analyze and cross check budgets and construction schedules to help ensure that the schedule and goals are realistically approached and achieved. Matthew Whipple will carefully monitor the schedule and fees to ensure we meet deadlines and do not exceed contract amounts. We will coordinate with you to create a schedule that sets realistic deadlines and allow you to track the progress of the project as it advances through to completion.



The DHM Design team is currently at approximately 60% capacity with 10% projected workload and 30% available for new work

City of Fort Lupton

DHM DESIGN

Project Management, Landscape Architecture

Matthew Whipple - Principal-in-Charge | Primary Contact | Project Manager

Kyle Davis - Senior Associate

Mckinley Parks - Designer

SUBCONTRACTED SERVICES

KLJ CONSULTING ENGINEERS

Civil Engineering & Surveying

Ryan Sundberg, PE - Civil Engineer

Brad Krogstad, PE - Civil Engineer

AE DESIGN

Electrical Engineering & Lighting Design

Jon Brooks, PE, IALD, LEED AP BD+C, CXA - Principal

Bryan Jass, LEED AP BD+C, CXA - Senior Project Manager

SAN ENGINEERING

Structural Engineering

John Migliaccio, PE, LEED AP - Principal

HYDROSYSTEMS*KDI

Irrigation Design

Jill Bersano - Principal, Irrigation Consultant

Firm Overviews and Key Personnel Resumes



Project Lead

DHM Design

As individuals we are impassioned by the American West. As a firm we are its students, and its stewards.

Who We Are

We are landscape and ecological professionals who call the West home. Like the region itself, we are pragmatic, independent and resilient individuals — but we're also steeped in the values and skills of teamwork. We are vigorous users and lovers of the outdoors, committed to both environmental and cultural preservation. Since our founding in Denver in 1975, our employee-owned Corporation has expanded with offices in Carbondale, Durango, Bozeman, and Missoula. Our roster now includes professionals in landscape architecture, natural resource management, horticulture, land use planning, graphic design, 3D modeling and computer imaging.

What We Do

In a word, stewardship. In a phrase, the integration of ecological planning with design. We stress the primacy of context. We strive for holistic awareness not only of a place and its ecology, but its history of human presence too. Deliberately, our interventions sit lightly on the land. What we don't do is anything more than what's called for. Our work is primarily in the American West, from the Front Range across the Great Basin to the Sierra Nevadas. We plan and design for resort and residential communities, historic sites, civic spaces and parks, small-town revitalizations, tribal lands, legacy ranches and high-end residences. We are especially proud that a considerable part of our portfolio has been work for the National Park Service. This connection has instilled in us a deep sensitivity to the necessary balance between protecting nature and revealing how it can be enjoyed.

How We Do It

Every one of our projects is a collaborative interaction between the client, a cross-disciplinary team of DHM professionals and, when appropriate, expert outside consultants. The work begins with inquiry. Listening leads to perception and analysis. We expect to find complexity, and we embrace it — though the solutions we arrive at often appear deceptively simple. We are committed to open-minded engagement with a project's stakeholders, and are especially resourceful at graphic presentation and the facilitation of dialogue. We have learned that communication and trust make possible the union of divergent viewpoints, and that in turn makes landscapes that can be cherished and sustained.



DHM DESIGN

MATTHEW WHIPPLE, NRPA

ROLE/RESPONSIBILITY: *Principal-in-Charge | Project Manager*

Matthew will serve as the Principle-in-Charge. He will assist in the project design and provide quality control throughout the design process. Matthew is a leader in parks, recreational, open-space, and sports facility planning & design with 25 years of experience helping communities and government agencies develop effective and sustainable solutions. His dedication to responsible design and excellent client service has led to a wide range of successful project types and scales. Matthew's extensive experience with existing and proposed recreational facilities, knowledge of natural resource issues, detailed design and construction experience, understanding of development costs and outstanding communication skills allow him to exceed project management expectations.

ABOUT

EDUCATION

B. of Architectural Design
Hamilton University, 1995

ORGANIZATIONS

National Recreation and Park Association

AREAS OF EXPERTISE

Master Planning
Park Design
Public Process
Project Management
Construction Documents
Construction Administration
Open Space Planning & Management
Trails System Planning & Implementation

RECENT PROJECTS

Kiwanis Aquatic Facility; Northglenn, CO
Ralston Central Park; Arvada, CO
Secret All-Abilities Neighborhood Park;
Arvada, CO
Four Acre Lake Park; Arvada, CO
Arvada Skate Park; Arvada, CO
Arvada Holistic Health & Fitness Park; Arvada, CO
Britton Neighborhood Park; Arvada, CO
Griffith Station Park; Arvada, CO
Harold Lutz Sports Complex; Arvada, CO
Long Lake Regional Park; Arvada, CO
Skyline Park; Arvada, CO
Arvada K-8 Neighborhood Park; Arvada, CO
Justice Center West Park; Northglenn, CO
Indoor Equestrian Center; Arvada, CO
Happy Meadows Park; Colorado Springs, CO
Ruston Park Master Plan; Federal Heights, CO

NOTABLE WORK

Fort Lupton Splash Pad Master Plan | Fort Lupton, CO

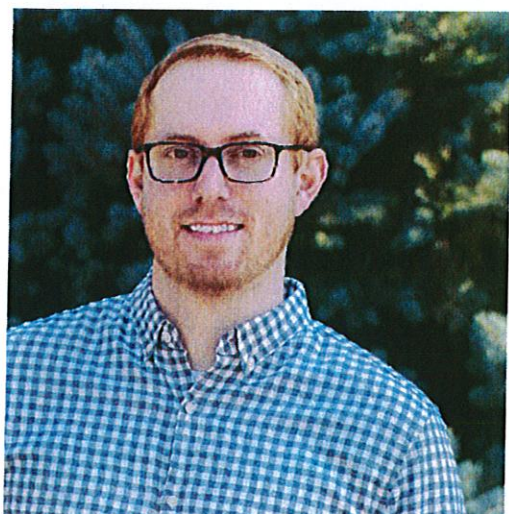
DHM Design was asked to provide master planning services for the new splash park and playground redesign at the Fort Lupton Recreation Center. The City had selected a splash pad vendor but requested DHM provide site design outside of the actual splash pad feature, to ensure the feature physically fits within the context of existing site features. DHM examined options for placement of the feature, placement of the mechanical/restroom structure to decrease utility costs and impacts to existing infrastructure, update location and design of the existing playground and tie all pieces together with improved connectivity and plaza design adjacent to the splashpad.

Kiwanis Aquatic Facility | Northglenn, CO

DHM Design was selected by the City of Northglenn to provide improvements to the Kiwanis pool and facilities. The goal was to enhance the recreation aspects as well as update the aging bath house and bring enjoyment and economic development to the community. DHM examined ways to increase visibility throughout the site, improved safety and pedestrian connectivity, looked at ways to incorporate the natural wetlands that surround the area, improved structural layout of the site, and looked at improvements to various structures. Additionally DHM analyzed ways to create a more aesthetically pleasing environment through placemaking, theming and site character and discovery and adding educational aspects.

Ralston Central Park | Arvada, CO

DHM joined a multi-discipline planning team led by the City of Arvada for the Garrison Street Corridor. One of the goals of the team was to have a well integrated planning and design process for the park and adjacent projects. The floodplain improvements to Ralston Creek removed 90 homes from their floodplain designation by shifting the floodplain into the parkland to the south, creating a significant change to the existing park site. In order to accommodate the floodplain improvements, the existing Garrison Recreation Center and corner building were relocated to another site; existing trees within the floodplain were removed and the entire site lowered by approximately five feet. This significant change allowed the City an opportunity to incorporate a state of the art splash pad into the park. DHM also provided park planning services for renovation of the existing 22-acre park along Ralston Creek. DHM worked closely with a team of civil engineers, transportation planners and City officials to develop a park master plan, with public input and City Council adoption.



DHM DESIGN

KYLE DAVIS, LEED AP

ROLE/RESPONSIBILITY: *Senior Associate*

Kyle is an accomplished designer and project manager, for over 15 years he has worked on a wide variety of projects, specializing in recreation, parks, and natural greenways. His well-rounded experience and keen eye for detail allow him to successfully manage projects of different scales from conceptual ideas to final contractor punch lists. By listening carefully and strong communications skills, he ensures the client's goals are achieved. He is inspired by both the human and natural world and strives to create landscapes that inspire others.

NOTABLE WORK

Kiwanis Aquatic Facility | Northglenn, CO

DHM Design was selected by the City of Northglenn to provide improvements to the Kiwanis pool and facilities. The goal was to enhance the recreation aspects as well as update the aging bath house and bring enjoyment and economic development to the community. DHM examined ways to increase visibility throughout the site, improved safety and pedestrian connectivity, looked at ways to incorporate the natural wetlands that surround the area, improved structural layout of the site, and looked at improvements to various structures. Additionally DHM analyzed ways to create a more aesthetically pleasing environment through placemaking, theming and site character and discovery and adding educational aspects.

Secrest All-Abilities Neighborhood Park | Arvada, CO

The DHM Design Team was hired by the City of Arvada to provide community outreach support and master planning services for the Secrest Neighborhood Park situated between the Secrest Recreation Center and the Secrest Elementary school, located in the heart of the City. Surrounded by single family homes, this site has become an important amenity to the local community and now with the new recreation center completed and the reconstruction of this site will only tie this important neighborhood destination together. Previously, the Secrest Elementary school used the park site as an extension of the school yard but with the stockpiling of soil, use of the park site became limited. DHM provided master planning efforts to support the GOCO grant submission to obtain funding for the park. Amenities will include trail connections to adjacent properties, shade shelter, site furnishings, playground, multi-use play fields, landscaping, and irrigation.

Arvada Holistic Health And Fitness Park | Arvada, CO

DHM worked with the City of Arvada and Red Rocks Community College Arvada campus to bring not only a new park to the community, but a new approach to healthy living. This unique park focuses on physical, mental, emotional, and spiritual aspects of wellness including features such as; a "challenge zone" with fitness equipment, a "therapy zone" with reflexology path, a "vitality zone" with pavilion for yoga and other mind-body activities, along with landscaping and sensory art for all the senses. This 9-acre site shared with the campus and Arvada Utilities stretches along the north side of Miller Street and west side of Kipling Parkway.

ABOUT

EDUCATION

B. of Landscape Architecture
Colorado State University, 2006

CERTIFICATIONS

LEED AP

AREAS OF EXPERTISE

Civic and Park Design
Master Planning
Educational Facility Planning
Public Process
Project Management
Open Space Planning & Management
Trails System Planning & Implementation
Transportation and Streetscape Design

RECENT PROJECTS

Ralston Central Park; Arvada, CO
Secrest All-Abilities Neighborhood Park;
Arvada, CO
Four Acre Lake Park; Arvada, CO
Arvada Skate Park; Arvada, CO
Arvada Holistic Health & Fitness Park; Arvada, CO
Kiwanis Aquatic Facility; Northglenn, CO
39th Avenue Greenway; Denver, CO
Strousse Park; Georgetown, CO
Ruston Park; Federal Heights, CO
Mitchell Gulch Park; Castle Rock, CO
Fronterra Park; Commerce City, CO
Reynolds Landing; Littleton, CO
Fairfax Park; Commerce City, CO
Quick Park; Denver, CO
River Run Park; Sheridan, CO
Riverside Downs; Littleton, CO
Crystal Valley Ranch Park; Castle Rock, CO
Benedict Fountain Park; Denver, CO



DHM DESIGN

MCKINLEY PARKS

Designer

McKinley joined DHM Design in 2022 with an interest in creating thoughtful spaces that connect people and nature through innovative and unique design. She enjoys employing aspects of landscape architecture theory and design principles to create environmentally conscious and beautiful spaces for all to use.

ABOUT

EDUCATION

B.S. in Landscape Architecture, University of Colorado Boulder, 2020

AREAS OF EXPERTISE

Project Management
Construction Administration
Construction Documents
Park Design
Public Process

CONTACT

mparks@dhmdesign.com
970.892.5566
www.dhmdesign.com

NOTABLE WORK

Plum Creek and Mitchell Gulch Parks | Castle Rock, CO

Mitchell Gulch Park and Plum Creek Park were developed in the mid 1990's and have remained heavily used amenities for the Town of Castle Rock, in need of renovation and upgrades. DHM worked closely with the town to design improvements and renovations to replace existing play equipment, upgrade pavilions, evaluate sports courts, demolish obsolete structures, repair walkways, and create a publicly supported master plan for future improvements. The team explored options for adding dedicated sustainable trails at Plum Creek and the potential for adding a picnic pavilion or other amenities.

Harvie Open Space | Parker, CO

In early January 2017, the Board of Douglas County Commissioners conveyed a 72-acre property known as Ray J. Harvie Park to the Town of Parker. The property, located just north of Mainstreet and Canterbury Parkway, will be maintained by Parker and used for open space and passive recreation. The property holds a conservation easement allowing for minimal improvements that is designed to protect the long-term open space values of the site. DHM Design was pleased to be tasked with site improvements keeping conservation easement in mind. These added amenities include soft-surface trails, interpretive signage, gravel parking lot with up to 20 spaces, picnic shelters, tables, benches, one restroom facility, wood/smooth wire fencing, plus a maximum of two historic structures. Based upon input received from residents regarding improvements, DHM will also include modifications of relocating several soft-surface trails and trailside seating. Completion of this renovation project will add significant passive recreation to the total 912-acres of open space Parker currently holds.

Subconsultants Firm Overviews and Key Personnel Resumes



KLJ is a multi-discipline engineering consulting firm specializing in the municipal, and transportation market. Since 1938, KLJ has served city, county, state, federal, Departments of Transportation (DOT), Tribal, and private clients, providing planning, design, and construction engineering services for infrastructure projects. KLJ is an employee-owned firm with a staff of more than 500 in 23 offices across Colorado, North Dakota, South Dakota, Minnesota, Montana, and Wyoming.



ENGINEERING, REIMAGINED

KLJ expanded to the Colorado market in mid-2018 with an office in Denver and has since opened offices in Grand Junction and Montrose and has grown to nearly 50 team members in Colorado. Several of KLJ's key team leads have spent most of their careers serving the Colorado market, especially the Western Slope, bringing familiarity with the region and relationships with local municipalities, utilities, and contractors. KLJ also transferred experienced engineers to Colorado from KLJ's other offices. Since opening its offices in Colorado, KLJ is working with the counties of Mesa, Montrose, Ouray, and Huerfano; cities of Arvada, Montrose and Delta; Towns of Collbran, Silt, and Bayfield; Upper Pine River Ranches Fire Protection District; and Southern Ute Indian Tribe. KLJ brings more than 80 years of experience serving the upper Midwest and Rocky Mountain Regions.

The firm has a niche market in serving parks and recreation facilities with in-house expertise specializing in land-use planning and site development. We work with more than 20 designated park districts and many state and national parks across our six-state region, including Badlands National Park, Custer State Park, Theodore Roosevelt National Park, Yellowstone National Park, and Teton National Park, to name a few. Some of our long-term parks and recreation client relationships extend more than 30 years, completing hundreds of parks and recreation projects throughout this time period. Our expertise covers a wide range of project types, including playgrounds, pools, splash pads, sports complexes, roadways and circulation patterns, hiking and bicycle trails, campgrounds, pavilions and picnic shelters, boating ramps, floating docks, parking lots, restroom buildings, and water/wastewater systems. We bring all-inclusive disciplines for land-use planning, survey, ROW, environmental, cultural resources, site civil, electrical, and structural engineering.



RYAN SUNDBERG, PE



ENGINEERING. REIMAGINED

ROLE/RESPONSIBILITY: *Civil Site Design*

Ryan leads KLJ's civil engineering design and brings 12 years of experience in a variety of design and construction projects including parks and recreation, trail and shared-use paths, and roadway reconstructions for municipalities, DOTs, state and federal agencies in Colorado, Minnesota, and North Dakota. Ryan is currently working with DHM on two trail extension projects for the City of Arvada, as well KLJ's recreation projects for the towns of Collbran, Silt, and Bayfield in Colorado. Through his skill growth, Ryan has become proficient in the requirements of the Americans with Disabilities Act (ADA), Public Right-of-Way Accessibility Guidelines (PROWAG), and American Association of State Highway and Transportation Officials (AASHTO) standards on bicycle facilities.

NOTABLE WORK

EDUCATION

BS Civil Engineering – University of North Dakota

REGISTRATION

Professional Engineer
CO, ND, MN, SD, MT, WI

Trail and Drainage Design | Town of Silt Pedestrian Bridge | Silt, CO

The project includes a new pedestrian bridge over I-70 for the Town of Silt, CO. The bridge will cross the Union Pacific Railroad (UPRR), I-70, and River Frontage Road, will span approximately 760 feet across the facilities. KLJ is providing traffic analysis, interchange expertise, alternatives design analysis, and 3D visualizations. The project entails traffic analysis of the interchange and future analysis for ramp location in conjunction with alternate locations for the pedestrian bridge, and pier locations near the ramps. The analysis also includes the pedestrian bridge landing designs and locations to minimize right-of-way (ROW) acquisition and tie into existing mobility features. KLJ will also be assisting with grant identification/writing and public involvement.

Design Lead | Lake Byllesby Regional Park Trail Feasibility Study | Dakota County, MN

Ryan led design and investigations on a study to identify potential alignments for a multi-use trail connecting regional park properties within Dakota County and a future Minnesota Department of Natural Resources trail. All studied alignments crossed or paralleled UPRR-owned and Progressive Rail-operated rail track, requiring significant railroad coordination. The study determined desirability and feasibility of each alignment, eventually recommending a desirable and direct alignment with two UPRR crossings at existing public road crossings, allowing Dakota County to move forward with the trail planning process. The study included public engagement that reflects the potentially differing positions of future trail users and impacted landowners.

Design Lead | Town of Bayfield Shared-Use Path | Bayfield, CO

KLJ is providing engineering design, survey, and environmental clearances for CDOT/Town of Bayfield Local Agency project. Ryan is serving as the lead for the design, which consists of replacing approximately one mile of aging asphalt surfaced shared-use path with new 10-footwide concrete path, including new ADA ramp improvements at intersections. As a cost saving measure, KLJ is utilizing conventional GPS ground survey data supplemented with Unmanned Aircraft System (UAS) photogrammetry (i.e., drone aerial photography) to produce aerial imaging and topography that will be incorporated into the final design drawings.

Design Lead/Project Manager | Greenway Recreational Dock | Grand Forks, ND

The City of Grand Forks wanted to improve access to the Red River of the North. Ryan led the design, providing a safe ADA-compliant access point for canoes, kayaks, and stand-up paddle boards an entry and exit location on the river.



ENGINEERING, REIMAGINED



BRAD KROGSTAD, PE

ROLE/RESPONSIBILITY: Civil Site Design

Brad leads KLJ's parks and recreation market, providing land-use planning and site development, including grading, utilities, permitting, grant funding, platting, easement, and wetland mitigation. In his 21 years, Brad has managed and led over 350 parks and recreation projects, including splash pads for City of Bismarck Parks and Recreation Departments in North Dakota. Brad has a diverse engineering background that includes permitting, grant funding, platting, easement negotiation, wetland mitigation, specifications, report writing, cost estimates, construction management, as well as design of roadways, trails, parks, ball fields, site plans, parking lots, retaining walls, water distribution systems, sanitary sewer systems, stormwater systems, dikes, flood fighting, ponds, erosion controls, and water quality features. Brad has developed a unique specialty in Parks and Recreation design.

EDUCATION

BS Civil Engineering – North
Dakota State University

REGISTRATION

Professional Engineer
ND, MN

NOTABLE WORK

Project Manager/Lead Design Engineer | New Generations Park Expansion with Splash Pad, Bismarck Parks and Recreation District (BPRD) | Bismarck, ND

KLJ worked with the BPRD to expand the New Generations Park. The expansion included a four-season community building with restrooms and picnic shelter, a new splash pad, 32-stall parking lot, site utilities, outdoor skating rink, outdoor hockey rink, and landscaping. The new 2,000-square-foot splash pad was an immediate success, creating demand to expand the existing parking lot. The following year, KLJ was retained by BPRD to expand the parking lot to include 33 new stalls with improved drainage and landscaping.

Project Manager/Lead Design Engineer | Elks Splash Park Addition, BPRD | Bismarck, ND
BPRD hired KLJ to design a new facility to the aging Elks Pool that would add to the existing aquatic facilities and create a new recreational facility for children under the age of 10 that would include multiple use areas of play, water depth, limited development area, and meet their budget constraints. KLJ designed a new splash park that features zero depth access, splash area, water slides, bathrooms, shower rooms, shelters, and playgrounds, and is ADA compliant. The Elks Aquatic Facility garnered the North Dakota American Council of Engineering Companies (ACEC) Engineering Excellence Award for its design.

Project Manager/Lead Site Design Engineer | Harmon Lake Recreational Facility | Mandan, ND
Brad served as the project manager and lead site design engineer for the Master Plan of Harmon Lake Recreation Area. Harmon Lake Dam was constructed in 2004/2005 at the lower end of Otter Creek, just north of Mandan, ND to provide recreational opportunities, flood control, watershed protection, and wildlife mitigation. In the second phase of the project, Brad provided final plans and specifications for 20 tent sites, 81 RV camping pads, an RV dump station, two playgrounds, a bicycle (BMX) recreation course, horseshoe pits, and a sand volleyball court. Design also included access roads, culverts, water, sewer, and electrical to service a future entrance building, multi-use building, beach bath house, host family residence, two campground comfort stations, two restrooms and the RV dump station.

Project Manager/Lead Site Design Engineer | Starion Sports Complex | Mandan, ND
The Starion Sports Complex was a joint project between Mandan Public Schools and Mandan Parks and Recreation, constructed on a 23-acre parcel. It consisted of two ice rinks, a gymnastics center, parks maintenance shop, rubberized track and jumping events, practice field and track and field throwing events, and a synthetic turf football and soccer field. Brad performed site survey, land entitlements, traffic study, and site design services. This project involved extensive stormwater analysis, modeling, and design to incorporate the numerous stormwater collection systems for individual project components.

Since its founding, in 2004, **AE Design** has been passionate about making our clients' lives easier through the design of unique, integrated lighting and electrical solutions. We achieve exceptional results through proactive collaboration, a focus on responsible design, and a people-centric culture grounded in expertise and high-touch service. Our dedication to great design and our leading-edge solutions to even the most technical engineering challenges, allows us to consistently maximize our clients' long-term investments. We proactively keep up with innovative and current technology and hold a firm-wide hunger for learning and delivering the very best solutions for our clients on each project. For all projects, we weigh the visitor experience, maintenance concerns, and the impact our design will have on the natural environment to create safe, hidden systems in parks and communal spaces. We design electrical systems that grow as the community grows, utilize sustainable design solutions, and provide creative electrical solutions that don't take away from the most important activities we take part in while we spend time outdoors. Our team has experience with all aspects of parks and recreation, from swim beaches, splash pads, pools, water parks, playgrounds, to baseball fields and variety of amenities making us a great partner for this project.



JON BROOKS, PE, IALD, LEED AP BD+C, CXA

ROLE/RESPONSIBILITY: *Principal*

As Principal in Charge, Jon will provide insight to the team based on his breadth of knowledge and experience with similar project types. Jon has over 25 years of experience in the electrical engineering and lighting design fields and helped found AE Design in 2004. He provides the expertise and coordination commitment required for lighting, power systems, and sustainable systems.

NOTABLE WORK

- Fellin Park Master Plan, Ouray, CO
- Bond Park Master Plan, Estes Park, CO
- Loomiller Park Master Planning, Longmont, CO
- Apex Center Splash Pad, Arvada, CO
- John Meade Park Restroom, Cherry Hills, CO
- City Park Dustin Redd Playground, Denver, CO
- Downtown Park Playground, Denver, CO
- Lakewood Link Aquatics, Lakewood, CO
- Brighton Adult Recreation Center, Brighton, CO
- Brighton Oasis Outdoor Aquatic Park, Brighton, CO
- Woodland Park Aquatic Center, Woodland Park, CO
- Downtown Park Inspiration Playground, Bellview, WA
- Sidney Nebraska Aquatic Center, Sidney, NE
- Garden City Aquatics, Garden City, KS

EDUCATION

BS, Architectural Engineering,
University of Colorado,
Boulder

REGISTRATION

Professional Electrical Engineer:
CO 35717



BRYAN JASS, LEED AP BD+C, CXA

ROLE/RESPONSIBILITY: *Senior Project Manager*

As Senior Project Manager, Bryan will oversee the project, lead designers and engineers, and provide a structured, organized, and strategic mentality to the overall process of design & coordination for all services. Bryan will help to ensure that we are always thinking one step ahead and that we are providing the right level of coordination at the right time.

NOTABLE WORK

- Fellin Park Master Plan, Ouray, CO
- Ouray Hot Springs Master Plan, Ouray, CO
- Apex Center Splash Pad, Arvada, CO
- Garden City Aquatics, Garden City, KS
- Commerce City Aquatic Park, Commerce City, CO
- Castle Rock Parks, Castle Rock, CO
- Downtown Park Playground, Denver, CO
- Outdoor Leisure Pool at Pioneer Park, Commerce City, CO
- Crestview Park, Jefferson County, CO
- Carmody Park, Lakewood, CO
- Bohn Park, Lyons, CO

EDUCATION

BS, Architectural Engineering,
University of Colorado,
Boulder

San Engineering maintains a range of expertise that you may have come to expect only from large engineering firms, combined with the flexibility, adaptability and affordable personal service that only a small engineering firm can provide. Based in Denver, and providing services throughout Colorado, San Engineering is a new small business created with the purpose of offering a wide variety of Civil and Structural Engineering services to clients both small and large. Fields of expertise include: Civil Engineering (Roadway Design; Trail Design; Site Design; Grading & Earthwork; Intersection Design; Urban Drainage Systems; Stormwater Quality; and Flood Hazard Studies) and Structural Engineering (Pedestrian Bridges; Pedestrian Underpasses; Elevated Boardwalks; Highway Bridges; Retaining Walls; and Building Structure Design).



JOHN MIGLIACCIO, PE, LEED AP

ROLE/RESPONSIBILITY: *Principal | Structural Engineer*

John Migliaccio is a structural engineer and project manager who has performed structural design of a wide variety of park and pedestrian structures throughout Colorado. He is proficient in modeling, analysis, and design of various bridge and building systems such as prestressed concrete, cast-in-place concrete, structural steel, and timber. A large portion of John's background has been in the design of pedestrian bridges and underpasses, as well as landscape features in communities throughout the Front Range.

EDUCATION

MS, Civil Engineering, University of Colorado, 1998
BS, Civil Engineering, University of Colorado, 1996

REGISTRATION

Professional Engineer: CO #34333

NOTABLE WORK

- Ken Mitchell Park | Brighton, CO
- Zuni Trail | Federal Heights, CO
- Wier Gulch / Sun Valley Park Signature Pedestrian Bridge | Denver, CO
- Fossil Creek Community Park, Fort Collins, CO
- Skyline Park, Arvada, CO
- Sheldon Lake Boardwalk, Fort Collins, CO
- Denver University Stem Green, Denver, CO
- DPS Learning Landscapes, Denver, CO
- Barnum Park Splash Pad, Denver, CO
- Fairfax Park, Commerce City, CO
- Benedict Fountain Park, City of Denver, CO

HydroSystems•KDI was founded to meet the irrigation planning and design, water auditing and management, construction observation and management needs of the landscape industry in the Rocky Mountain Region. HydroSystems is dedicated to providing a level of service and technical expertise in irrigation system design that is unmatched in the consulting industry. HydroSystems currently utilizes AutoCAD version 2019/2021 for all planning and irrigation design efforts. They utilize their own irrigation design software that overlays onto ACAD, developed and designed for their own internal use. They also have GPS equipment that they use for basic spot surveys and GPS located as-built plans. HydroSystems has worked on multiple irrigation system designs and construction observation projects over the years similar to this project.



JILL BERSANO

ROLE/RESPONSIBILITY: *President | Principal Irrigation Consultant*

Jill will act as the Principal-in-Charge overseeing the project, providing irrigation consulting and QA/QC support. Jill is President and Owner of HydroSystems•KDI and manages all irrigation system designs, planning, production, scheduling and construction observation work. Jill became the majority Owner/President, in January, 2018

NOTABLE WORK

- Colfax & Lipan Medians, Denver, CO
- Westerly Creek, Denver, CO
- Southlands, Aurora, CO
- The Meadows, Castle Rock, CO
- Leyden Rock, Arvada, CO
- Ridgeway, Lone Tree, CO
- Midtown, Adams County, CO
- Crystal Valley Ranch, Castle Rock, CO

EDUCATION

BS, Business Management, Metro State University of Denver
Red Rocks Community College – CAD Certification

Why DHM Design?



- We are a firm with a strong focus on parks and splash pad design; from smaller neighborhood parks to large regional parks.
- We are a firm of 50+ professionals with a sole focus on Landscape Architecture with teams that focus exclusively on municipal projects.
- We have been in business for 45+ years with principals totaling hundreds of years of combined professional experience.
- We have extensive experience leading small to large multidisciplinary teams; primarily for public clients on public lands.
- We have highly experienced and extremely creative design and technical team members; KLJ Engineers (civil, survey), AE Design (electrical), San Engineering (structural), and HydroSystems (irrigation).
- Our Principal-in-Charge/ Project Manager, Matthew Whipple has focused his entire career on municipal recreation projects, specifically working with municipalities and understands the process associated with working with them. His passion is working with the public and creating public spaces.
- Our Principals/ Project Managers are involved throughout the entire process from project kickoff through the final warranty walk. Our firm leaders take a very hands-on approach to our projects. The Principal/Project Manager associated with the project remains associated with the project from beginning to end, from conceptual design thru final punchwalk following construction.
- We firmly believe in a collaborative, team-focused design approach; where consensus, experience, aesthetics, technical skills, and ecology are balanced.

The strength of our team lies in the consistently high level of design excellence, quality control and professional service we have each provided our clients over the course of the years. This level of commitment is essential to the success of any project, from beginning to end.

If selected, DHM and their team pledges to staff this project with the key individuals listed, and to make these individuals available sufficiently to complete work of the highest possible level of professional standards within the time frame identified. We have developed a dedicated DHM Design team that will complete this project, and who will be solely involved in the communication with City staff.



Throughout the years, on numerous recreational projects, our consultant team has remained the same. Our entire team shares our same design philosophy:

- We believe in a collaborative design process, including the clients, stakeholders and consultants.
- Our knowledge of City standards and professional relationships with City Staff. This experience allows us to start the project off running. We realize that timing and phasing are critical to the success of this project.
- Our team has direct relevant experience together on these types of projects.
- The team's strong communication skills. This exact team has worked together for many years on recreational projects, in the area, of this size and larger. We're very comfortable with each other.
- Our streamlined processes of collaboration and complimentary design ethics.
- As a team, we can anticipate design solutions before they become a problem.
- Our historical and unique knowledge of the project area.
- We genuinely like to work with each other. While there may be other teams with some of our sub-consultants on them, no other team has as much history together, in this area, on projects like this, then the DHM Design team.

Localized Park Expertise

The DHM Design team demonstrates a high degree of expertise in trails and trailhead design, public involvement, construction documentation, estimating, construction observation and administration. DHM Design strives to produce quality design efforts through creative analysis of all program elements. We have been designing trails and trailheads for local communities in Colorado for more than 45 years, and we bring this collective knowledge of ideas to every project paired with a current knowledge of growing trends in planning and design. Our design team has worked with many of the municipal governments within the Colorado Front Range and Western Slopes to develop recreational amenities including, but not limited to, the following municipalities:

Adams County	Commerce City	Westminster
Arvada	Denver	Parker
Aurora	Greeley	Wheat Ridge
Golden	Thornton	Loveland
Morrison	Colorado Springs	Jefferson County
Apex District	Lakewood	Castle Rock



DHM has a long history of providing Landscape Architecture and Planning for Parks and Aquatics Centers:

- Fort Lupton Final Master Plan; Fort Lupton, CO
- Kiwanis Splash Pad and Aquatic Facility; Northglenn, CO
- Ralston Central Splash Pad and Park; Arvada, CO
- Margaret Carpenter Park Splash Pad; Thornton, CO
- City Park Fountain Splash Pad; Denver, CO
- Great Plains Splash Pad and Park; Aurora, CO
- Pioneer Park Splash Pad Park; Commerce City, CO
- Glenwood Hot Springs Splash Park; Glenwood Springs, CO
- Durango Hot Springs Splash Pad Park; Durango, CO
- Loveland Youth Sports Park Splash Pad; Loveland, CO
- Cheyenne Depot Station Splash Pad Park; Cheyenne, WY

Project Experience

AQUATICS DESIGN

DHM DESIGN

As places of sanctuary, recreation and rejuvenation, pools, hot springs, and aquatics facilities offer a visitor experience unlike any other. Balancing a site's existing character with its goals for improved function and maintenance is key to each projects ultimate success.



IDENTITY

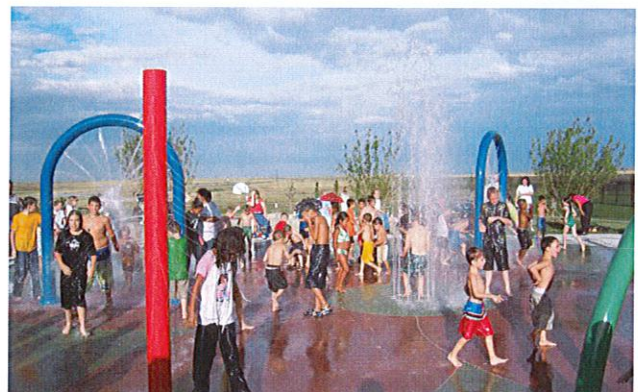
Celebrating the setting of the aquatics facility creates opportunity for improvements without sacrificing the character and history that make it an authentic experience. For many cities and towns, these facilities are tied directly to the community's economic vitality, making design decisions that much more critical to overall success.

ACTIVITY ZONES

Separating active areas from quiet soaking areas creates an experience that can be tailored to each visitor's needs and preferences. Edge design, site features and overall layout can be designed to create exciting family fun or peaceful, intimate spaces where the sight and sound of water becomes the predominate sensory experience.

SPLASH PADS

One of the main advantages a splash pad provides over a typical community pool is the reduced maintenance and risk of drowning while gaining much relief from the summer's high temperatures. As these refreshing parks continue to make way in many home towns, DHM looks forward to staying at the forefront of spray pad technology with the latest features of textured non-slip concrete, crumb rubber, fun nozzles with hand controlled or motion sensors, to create memorable experiences for the family.



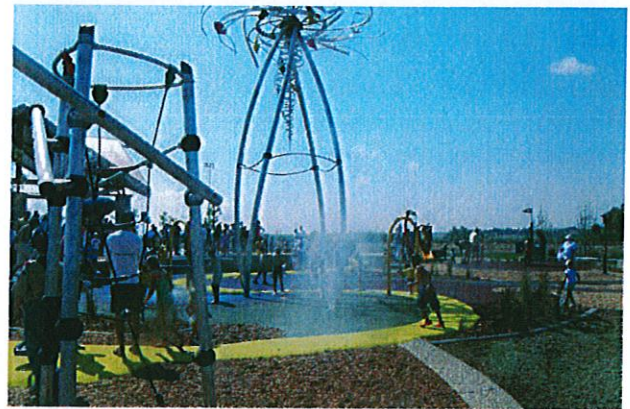
SAFETY AND ACCESSIBILITY

Following the ADA Guidelines for Recreational Facilities, we work with the client to include lifts, transfer walls, and sloped entries to provide access for the soaking pools. A key safety feature of the pool design is that the ramp and shallow pool area are located directly adjacent to the bathhouse. As a result, the visitors (especially excited kids) who enter the outdoor pool areas from the building will have easy access to shallow water as they orient themselves to all the different types of pools available. The layout improves the accessibility between the pools, making it easier for parents and lifeguards to observe and enter.



FUNDING AND PHASING

Master planning for these facilities creates alignment for a vision of the future and allows the client to phase improvements to meet available funding. Through careful analysis of the resource, we can work to establish the best programming fit, streamline decisions, create marketing graphics that inspire fundraising, anticipate costs to save money down the road. We focus on the ultimate visitor experience and create a solid plan that keeps these facilities financially feasible, functional, maintainable and sustainable.



ECONOMIC VITALITY

Whether private or public, the economics of a hot springs facility ultimately drive its sustainability as an amenity that fulfills the expectations of its guests. For some communities, hot springs drive tourism and thus our ability to implement creative construction schedules, build low cost operational and maintenance plans and physically express the character of a place contributes to the overall success of every project we design.



PARKS & PLAYGROUNDS

DHM DESIGN

At DHM Design, we have come to understand that recreation is not just recreation anymore. It is interconnected with a myriad of issues, from public health and local economies, to the protection of fragile ecosystems and the preservation of community treasures. Our knowledge of this mosaic has matured and deepened, fostering a sensitivity to the many interests at stake. Today's parks can offer opportunities for diverse sports and activities than traditional picnic and playfield parks have ever provided. These activities can expand the reach to a broader range of users with a wider range of ages and physical abilities. The DHM Design team understands that successful site sustainable design requires a coordinated, collaborative effort among all design members, and therefore utilizes a comprehensive design approach that addresses function, form, maintenance and operation.

RECENT PROJECTS

Ralston Central Park; Arvada, CO
Johnson-Habitat Park; Denver, CO
Four Acre Lake Park; Arvada, CO
Fort Missoula Regional Park; Missoula, MT
McCormick All-Abilities Playground; Missoula, MT
Ruston Park Master Plan; Federal Heights, CO
44th & Kendall Neighborhood Park; Wheat Ridge, CO
Griffith Station Park; Arvada, CO
Britton Neighborhood Park; Arvada, CO
Rendezvous Park; Fraser, CO
Sand Creek Greenway Trail; Commerce City, CO
Bear Creek Trail and Greenway; Morrison, CO
Creeside Park at the Farm; Arapahoe County, CO
Cherry Creek Vista Park; Greenwood Village, CO
Central Park; Arapahoe County, CO
Happy Meadows Park; Cordera, Colorado Springs, CO
Ye Olde Castlewood Park; Cordera, Colorado Springs, CO
Reunion Park; Commerce City, CO
Skyline Park; Arvada, CO



RECREATION CENTERS

DHM DESIGN

DHM Design has worked to create quality recreational experiences since 1975. We believe any worthy plan must be structured around a high quality vision. This calls for a combination of sensitivity to the site and the community as well as innovation and practicality. Our team has extensive experience in the planning and implementation of award-winning system-wide plans, recreation and open space master planning, and trail/greenway plans - all from a creative technical design perspective. Our master planning design process incorporates pragmatic steps and utilizes creative solutions to explore, develop and refine a vision that meets multiple goals for each project.

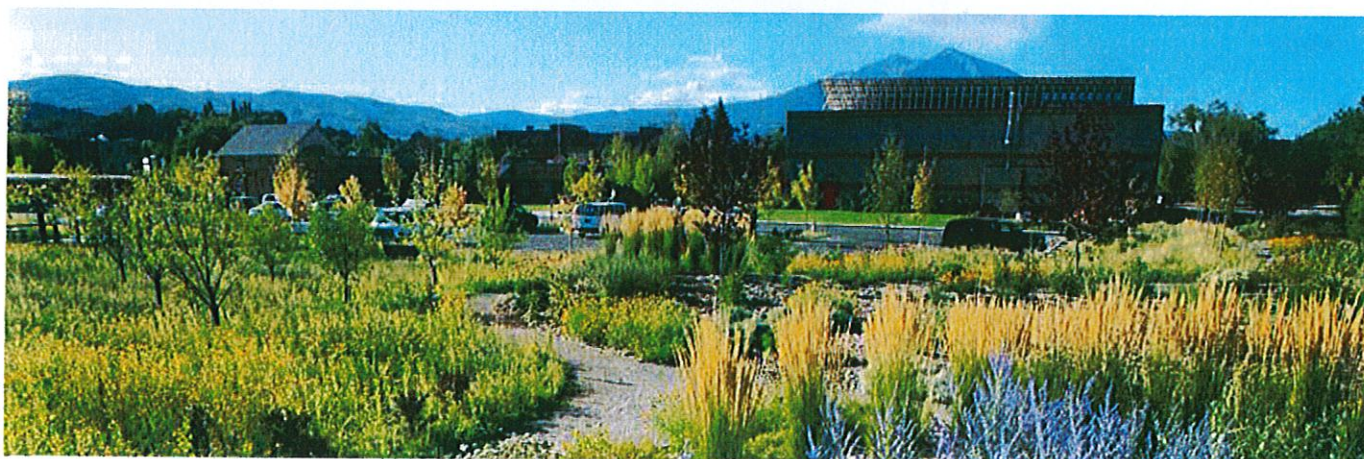
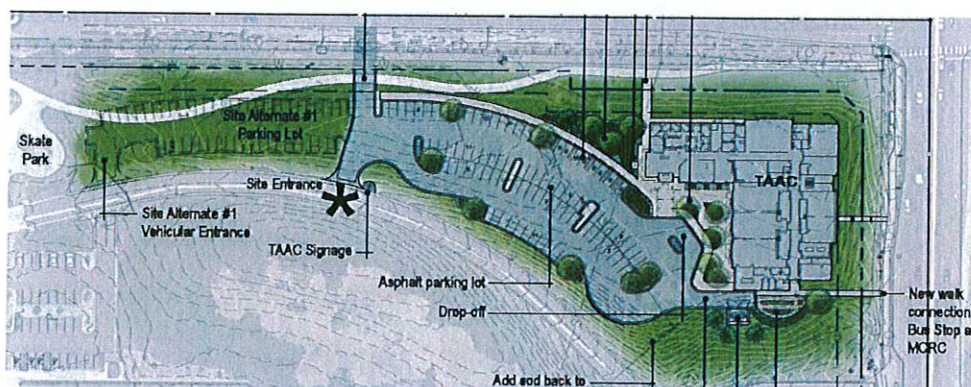
We have come to understand that recreation is not just recreation anymore. It is interconnected with a myriad of issues, from public health and local economies to the protection of fragile ecosystems and the preservation of national treasures. Our knowledge of this mosaic has matured and deepened, fostering a sensitivity to the many interests at stake. The future of recreation depends on the widespread understanding of these complex relationships and their potential impact on our quality of life. As landscape architects, we have the opportunity to encourage this understanding and transcend perceived boundaries of what recreation is and what it can be. DHM provides recreation planning solutions that respond to the evolving trends in outdoor recreation, are place-based and responsive to environmental, infrastructure and fiscal constraints. DHM provides a blend of tried and true planning and public outreach techniques, along with graphic illustrations and mapping, that help paint the vision for visitors, residents and decision makers.

PROJECT TYPES

Athletics/Sports Fields
Community Centers
Hot Springs
Municipal Parks
Natural Playgrounds
Open Space
Playgrounds
Recreation Centers
River Parks
Senior Centers
Skate Parks
Spray Parks
Swimming Pools
Trails
Urban Parks

SERVICES

ADA Compliance
Circulation and Parking Studies
Concept Alternatives
Construction Administration
Construction Documentation
Ecology
Facility Assessments
Flood and Fire Mitigation
Grant and Funding Research
Landscape Assessments
Master Planning
Public Facilitation
Revegetation Plans
Site Analysis/Design
System-wide Planning



RALSTON CENTRAL PARK

Arvada, Colorado

In the summer of 2010, DHM Design joined a multi-discipline planning team led by the City of Arvada for the Garrison Street Corridor. One of the goals of the team was to have a well integrated planning and design process for the park and adjacent projects. The floodplain improvements to Ralston Creek removed 90 homes from their floodplain designation by shifting the floodplain into the parkland to the south, creating a significant change to the existing park site. In order to accommodate the floodplain improvements, the existing Garrison Recreation Center and corner building were relocated to another site; existing trees within the floodplain were removed and the entire site lowered by approximately five feet. This significant change allowed the City of Arvada an opportunity to incorporate a state of the art splash pad into the park. DHM Design also provided park planning services for renovation of the existing 22-acre park along Ralston Creek. DHM Design worked closely with a team of civil engineers, transportation planners and City officials to develop a park master plan, with public input and City Council adoption. Design challenges included removal of existing facilities, extensive grading to improve floodplain limits for adjacent neighborhoods, preservation of existing trees and integration with adjacent neighborhoods.

DHM DESIGN

CLIENT

City of Arvada

PROJECT TEAM

DHM Design
JR Engineering
IDC
JCAA

PROJECT DATA

22 Acre Park
Open Play Fields
Public Art Component
Playgrounds
Shelters and Restrooms
Trails
Splashpad
Volleyball Courts

SERVICES

Public Process
Master Planning
Site Planning
Design Development
Construction Documents
Construction Administration

STATUS

Completed



MARGARET CARPENTER PARK

Thornton, Colorado

This \$12 million project provides the finishing touches to the approximately 150 Acres that surround the existing Margaret Carpenter Recreation Center in Thornton Colorado and is intended to be the flagship park and recreation complex in the City of Thornton. The multi- use fields and trails that currently occupy the site are now accompanied by the following new recreational and entertainment amenities:

- 2 basketball courts
- 2 new fully serviced bathroom buildings
- 2 New parking lots and additional trails
- 4 lighted tennis courts
- A repurposed carousel
- Amphitheater with seating for 300 to 500 people
- Bocce Ball court, horseshoe pits, shuffleboard surface
- Concession building, boat storage building, boardwalk and pier
- Informal open play field area
- Playground and spray pad
- Sand volley ball court
- Shade Shelters and Site Furnishings
- Skate Park

CLIENT
City of Thornton

PROJECT TEAM
DHM Design
Boss Architecture
JVA Civil & Structural Engineering
Reese Engineering
Water Technologies
Team Pain - Skate Park Design
Ground Engineering
EMK Engineering

SERVICES
Park Amenities Design

STATUS
Completed



KIWANIS AQUATIC FACILITY

Northglenn, Colorado

DHM Design was selected by the City of Northglenn to provide improvements to the Kiwanis pool and facilities. The goal was to enhance the recreation aspects as well as update the aging bath house and bring enjoyment and economic development to the community. DHM examined ways to increase visibility throughout the site, improved safety and pedestrian connectivity, looked at ways to incorporate the natural wetlands that surround the area, improved structural layout of the site, and looked at improvements to various structures. Additionally DHM analyzed ways to create a more aesthetically pleasing environment through placemaking, theming and site character and discovery and adding educational aspects.

DHM DESIGN

CLIENT

City of Northglenn

PROJECT TEAM

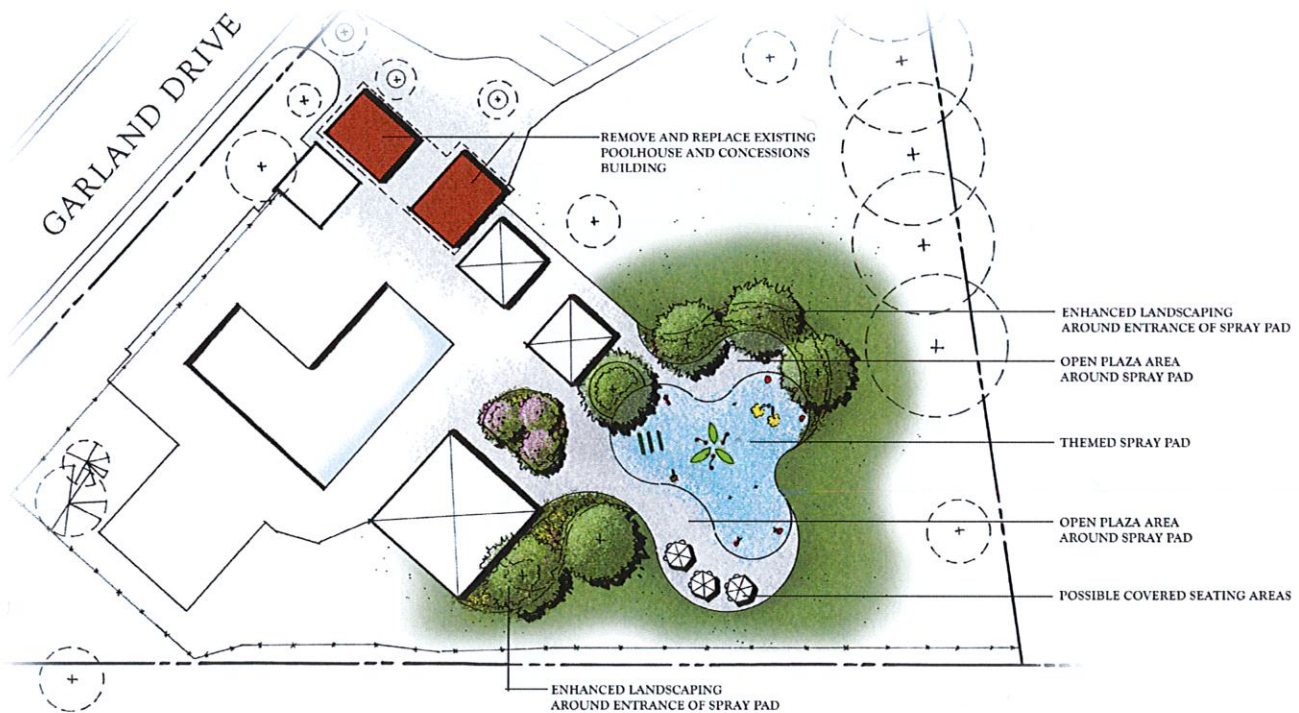
DHM Design
JR Engineering
San Engineering
Ground Engineering
JCAA Lighting Engineers
American West Surveying

SERVICES

Landscape Architecture
Pool Improvements
Splash Pad Addition

STATUS

Completed



Kiwanis Outdoor Splash Pad Addition Northglenn, Colorado

SCALE: 1"=20'-0"
DATE: 10.25.2017



DHM DESIGN

GREAT PLAINS PARK

Aurora, Colorado

DHM Design provided the master planning, site design, landscape architecture, and construction documents for this 50 acre park located in Aurora. Special attention was given to minimizing bluegrass, recycling water at the spray feature playground, and incorporating themes of the plains wildlife. Preserving as much of the natural plains environment and placing more attention those features further enhanced the design. In addition to the playground and sprayground areas, the park now features a softball field, half court basketball, fitness stations, and walking paths that connect to Powerline Trail and the Conservatory West Trail.

DHM DESIGN

CLIENT
City of Aurora

PROJECT TEAM
DHM Design

PROJECT DATA
50 Acre Open Space Park

SERVICES
Master Planning
Site Design
Landscape Architecture

STATUS
Completed



LOVELAND YOUTH SPORTS PARK SPLASH PAD

DHM DESIGN

Loveland, Colorado

DHM Design helped develop several alternative design schemes for this 77 acre youth sports complex for the City of Loveland. Common design elements include a central core access road providing close-in parking for soccer and football fields, a skate park with in-line hockey, volleyball courts and other youth recreational facilities. A championship field, centrally located pond and wetlands for water quality will be prominent features of this community facility. DHM, also provided graphic design for the park logo, banners, and signage. Landscape themes of the great plains are also carried out throughout the graphics for the park.

CLIENT

City of Loveland

PROJECT TEAM

DHM Design

PROJECT DATA

77 Acres
Youth Sports Complex
Splash Pad
Playground

SERVICES

Master Planning
Site Design
Graphic Design
Construction Documents

STATUS

Completed



CITY PARK FOUNTAIN & GARDEN

Denver, Colorado

Located just south of Ferril Lake in Denver City Park, DHM Design was tasked with transforming this historical site with over 600 roses that were transplanted to form gardens on either side of the centrally located children's fountain. This interactive water feature was implemented from a comprehensive master plan with several project improvements for the park in 2000. The linear planting closely resembles S.R. DeBoer's plans for the Botanic Garden. Also retained from the DeBoer plan is the octagonal shape of the water feature. The lighted water jets add constant motion to the garden within this historic site of Downtown Denver.

DHM DESIGN

CLIENT
Denver Parks & Recreation

PROJECT TEAM
DHM Design

PROJECT DATA
Rose Garden
Water Feature

SERVICES
Site Design
Landscape Architecture

STATUS
Completed



PIONEER PARK SPLASH PAD

Commerce City, Colorado

DHM Design prepared a master plan, design development and construction documents for a 14-acre community park located in Commerce City, Colorado. The park includes a large open splash pad, baseball fields, skatepark, picnic shelters, parking and batting cage and is adjacent to a recently built family aquatics center. The landscape incorporates many plant species from several Colorado ecosystems. An extensive public process included input from local children, who participated for a chance to win a new skateboard.

DHM DESIGN

CLIENT

City of Commerce City Parks Department

PROJECT TEAM

DHM Design
JR Engineering
Martin/Martin
Irrigation Design Consultant

PROJECT DATA

14 Acre Community Park

SERVICES

Master Planning
Site Design
Construction Documents

STATUS

Completed



SALIDA HOT SPRINGS

Salida, Colorado

DHM was hired by the City of Salida to create new outdoor hot springs amenities. The design/build project is an opportunity to bring the water resource outdoors into more of a natural, soaking pool setting. DHM built a 3D model of the site and new pools and created a video to help visualize the space. Five small pools will be added to what is already the largest indoor hot springs in North America. The project will bring a new type of experience to the facility that is in the middle of Centennial Park in downtown Salida. The pools are themed to pay homage to the Arkansas River that is the heart of the community. The mineral hot springs will be a flow-through system reducing the need for mechanical/filtration. A mural and fireplace are intended to be completed by local artists to augment the Salida character. The master plan included a splash pad area that would be built in the future.

DHM DESIGN

CLIENT
City of Salida

PROJECT TEAM
DHM Design
Aqueous Engineering
Sarah Whittington Architecture
Services

PROJECT DATA
Pool Design
Deck and Lawn Space
Children's Area

SERVICES
Site Analysis
3D Renderings
Landscape Architecture
Planning

STATUS
In Progress



DURANGO HOT SPRINGS RESORT & SPA

DHM DESIGN

Durango, Colorado

DHM Design has been working with Durango Hot Springs Resort and Spa (formerly Trimble Spa and Natural Hot Spring). Renovations will include a serpentine family pool area with lap lanes. Parents will be able to soak in three new mineral pools overlooking the large heated pool. The central lawn space will be preserved for picnicking, sun bathing, events and concerts. A new visitor experience will be created by terracing individual pools up the hillside to take advantage of the views of the Animas Valley and the surrounding ponderosa pine forest. In addition to the expansion of the pools, improvements to other amenities such as spa services, bathrooms, locker rooms, etc will be part of the overall facility make-over. Construction has begun, first on the existing olympic-size pool. Once that is complete and functional, the rest of the design improvements will be implemented.

CLIENT

Durango Hot Springs Resort & Spa

PROJECT TEAM

DHM Design

PROJECT DATA

Formerly Trimble Hot Spring

SERVICES

Master Planning
Site Design
3D Visualization
Marketing

STATUS

In Progress



GLENWOOD HOT SPRINGS

PHASE I AQUATICS IMPROVEMENTS

Glenwood Springs, Colorado

Glenwood Hot Springs reevaluated their aquatics program, working with DHM Design and Cloward H2O to envision new amenities that still remain true to the core identity of the facility. The team was charged with exploring design elements that provide enhanced activities for children and families while honoring the history of the site and European Spa character. Out of that assessment came some bold new ideas that re-energize this 130+ year old facility. Balancing the site's existing character with the goals for improved function and maintenance was key. The chosen design includes an interactive fountain that will serve as a splash-pad for all ages by day and a show fountain at night; a zero-entry toddler pool with interactive spouts and nozzles; a kid's pool with a waterfall, play area and three water slides; and an adventure river that is integrated into the slope of the hillside and simulates the thrill of tubing down a whitewater river. Above all, the goal was to elevate the visitor experience while respecting the resort's contextual and cultural history.

CLIENT

Glenwood Hot Springs

PROJECT TEAM

DHM Design
Cloward H2O Engineering

PROJECT DATA

30,000 ft² Main Pool
Added Tiered Therapy Pool
New Lounging Areas & Shaded Structures
Renovated Landscaping Throughout
Renovated Entrance & Parking Lot
New Adventure Zone

SERVICES

Site Assessment & Inventory
Master Planning
Conceptual Design

STATUS

Master Plan Completed
Phase I Construction Underway



PHASE I AQUATICS IMPROVEMENTS



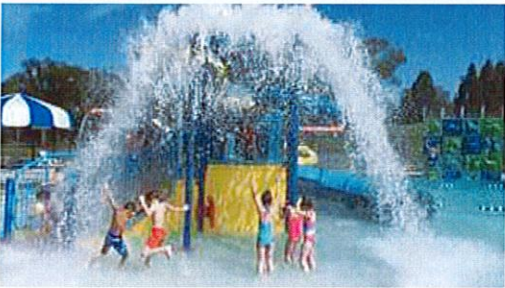
ENGINEERING. REIMAGINED

KLJ Engineering Project Experience



Bismarck Parks and Recreation – New Generations Park Expansion w/ Splash Pad | ND: KLJ worked with the Bismarck Parks and Recreation District (BPRD) to expand the New Generations Park. The expansion included a four-season community building with restrooms and picnic shelter, a new splash pad, 32-stall parking lot, site utilities, outdoor skating rink, outdoor hockey rink, and landscaping. The new 2,000-sf splash pad was an immediate success, created demand to expand the existing parking lot. The following year, KLJ was retained by BPRD to expand the parking lot to include 33 new stalls with improved drainage and landscaping. KLJ provided all site planning and design, including grading and site utilities.

Reference: Randy Bina, BPRD Executive Director, 701-222-6453



Bismarck Parks and Recreation – Elks Aquatic Center Splash Pad Addition | ND: BPRD hired KLJ to design a new facility to the aging Elks Aquatic Center pool that would create a new recreational facility for children under the age of 10 and include multiple use areas of play, water depth, limited development area, and meet their budget constraints. KLJ designed a new splash park that features zero depth access, splash area, water slides, bathrooms, shower rooms, shelters, and playgrounds and is ADA compliant. The project garnered the North Dakota ACEC Engineering Excellence Award for its design.

Reference: Randy Bina, BPRD Executive Director, 701-222-6453



City of Gillette – Energy Capital Sports Complex Phase 4 w/Splash Pad| WY:

KLJ was hired to complete ECSC Phase 4 which included preparing unimproved land to implement a large universally accessible playground with varying age play areas, a splash park with varied approaches to specialty safety surfacing, shelter structures, site utilities, pump house with restroom/changing facility, and concession/storage area. KLJ's designs also took into consideration pedestrian traffic patterns, landscaping, irrigation, lighting, drainage, sidewalks, plazas, and gathering spaces; underground utilities, including storm sewer, inlets and main; and 1,900 feet of sanitary sewer main extension. KLJ worked closely with the splash park suppliers to layout creative, accessible, inclusive water area.

Reference: Joe Schoen, City of Gillette, 307-686-5265



Three Affiliated Tribe New White Shield Sports Complex w/Splash Pad | ND:

KLJ provided site development, including grading, site utilities, permitting, and wetland delineation for development of a new sports complex for the White Shield community on the Fort Berthold Reservation for the Three Affiliated Tribe. The complex included planning and design for the synthetic turf foot field surrounded by a rubberized running track, natural grass baseball field, sand volleyball courts, acrylic surfaced basketball courts, concrete skate park, multi-sport court, splash pad, concessions building, and concrete parking lot. KLJ also specified all of the surfacing materials for the track and field and basketball courts. The new complex is situated on an 11-acre site adjacent to the Community Center and high school. Parking was designed to be shared between all the facilities to provide adequate parking for events.

Reference: Marita Abe, Three Affiliated Tribes Construction Office, 701-421-9860

References



Dana Kester, Construction Projects Specialist (While working at City of Northglenn)
 City of Westminster | Facilities Maintenance Division
 303.658.2497 | dkester@cityofwestminster.us

Tony Jaramillo, Parks Capital Projects Manager
 City of Commerce City | Department of Parks, Recreation & Golf
 303.289.8166 | tjaramillo@c3gov.com

Mark Baird, Director of District Services
 APEX Park and Recreation District
 720.271.6014 | Markb@apexprd.org

"I have had the good fortune to have worked continuously with DHM Design for years, collaborating on several parks and trails projects. The team's passion and understanding of their trade is readily evident in their process and approach. But what most impressed me was the thorough and thoughtful way the DHM Team worked with our community and staff to ensure the design team understood the critical issues on each project in a way visitors could easily understand and appreciate. During the construction phase of these projects, they were easy to reach and responded to questions and issues which developed so they never became problems. The team have performed far beyond expectations and I am happy to recommend them for future municipal trails and park projects."

-Tony Jaramillo, City of Commerce City

DHM DESIGN

www.dhmdesign.com



Upcoming Events

June 21, 2022	City Council Meeting Cancelled
June 28, 2022	Town Hall Meeting, 130 S. McKinley Ave. 6:00 p.m.
July 2, 2022	Independence Day Festival, Fireworks at Dusk
July 4, 2022	City Offices Closed in Observance of 4 th of July Holiday
July 5, 2022	City Council Meeting, 130 S. McKinley Ave. 6:00 p.m.
July 8-9, 2022	Citywide Yard Sales
July 12, 2022	Town Hall Meeting, 130 S. McKinley Ave. 6:00 p.m.
July 19, 2022	City Council Meeting, 130 S. McKinley Ave. 6:00 p.m.
July 26, 2022	Town Hall Meeting, 130 S. McKinley Ave. 6:00 p.m.