



BOARD OF TRUSTEES

441 3rd Street, Mead

Monday, June 13, 2022

AGENDA

I. 5:15 p.m. to 6:00 p.m.

WORK SESSION: Margil Farms HOA Request - Trails

II. 6:00 p.m. to 10:00 p.m.

REGULAR MEETING

In accordance with the Town's Disaster Declaration dated March 21, 2020 related to the COVID-19 virus and the Town's Emergency Electronic Participation Policy for Regular and Special Meetings, this meeting will be held virtually in Zoom. Virtual access information including the Zoom meeting link will be provided on the Town's website and at designated posting places at least 24 hours prior to the meeting.

1. Call to Order – Roll Call

Mayor Colleen Whitlow
Mayor Pro Tem David Adams
Trustee Brooke Babcock
Trustee Debra Brodhead
Trustee Chris Cartwright
Trustee Trisha Harris
Trustee Herman Schranz

2. Moment of Silence

3. Pledge of Allegiance to the Flag

4. Review and Approve Agenda

5. Staff Report: Town Manager Report

[a.](#) Manager's Report

6. Informational Items

[a.](#) Municipal Election November 8, 2022

[b.](#) Public Works Update

7. Proclamations

[a.](#) June 14, 2022 Flag Day and June 13 - June 17, 2022 National Flag Week

8. Public Comment: 3 minute time limit. Comment is for any item whether it is on the agenda or not unless it is set for public hearing.

9. 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 Board member so requests, in which case the item may be removed from the Consent Agenda and considered at the end of the Consent Agenda. Because the Consent Agenda includes Town payables (bills list/check register) and routinely includes contracts and other items involving the expenditure of Town funds, the town Clerk shall require a roll call vote on the Consent Agenda, as required by MMC Sec 2-2-190(a). Consent Agenda includes:

[a.](#) Approval of Minutes - Regular Meeting May 31, 2022

[b.](#) May 2022 Aged Receivables

[c.](#) Check Register June 8, 2022

[d.](#) **Resolution 44-R-2022** - A Resolution of the Town of Mead, Colorado, Approving the 2nd Amendment to Special Project Task Order for Felsburg Holt & Ullevig, Inc. to Complete Final Design of the 3rd and Welker Intersection in Compliance with Applicable Federal Grant Requirements

- 10. Public Comment:** *3 minute time limit. Comment is for any item whether it is on the agenda or not, unless it is set for public hearing.*
- 11. Elected Official Reports**
 - a. Town Trustees
 - b. Mayor Whitlow
- 12. Executive Session: Pursuant to C.R.S. Section 24-6-402(4)(b)** for legal advice on specific legal questions regarding the Trustees' adopted rules of procedure.
- 13. Executive Session Action Items**
- 14. Adjournment**

In accordance with the Americans with Disabilities Act, persons who need accommodation in order to attend or participate in this meeting should contact the Town Clerk's Office at 970-805-4182 within 48 hours prior to the meeting in order to request such assistance.

TO: Honorable Mayor and Trustees

FROM: Helen Migchelbrink, Town Manager

DATE: June 13,2022

SUBJECT: Town Manager Report

- The annual fishing derby was postponed this month due to a lack of water in Mead Ponds.
- The restrooms at Mead Ponds are closed for repair, and a portalet has been placed for use through the end of the month. A contractor has been selected and will be starting work in the coming weeks.
- Interest in youth sports and summer programs has been quite robust. The first youth soccer camp started on June 6 with high attendance.
- Initial draft of the 2021 Financial Audit has been received. The final draft will be presented to the Board on June 27th.
- Colorado Municipal League Annual Conference is scheduled for June 22 – June 24. Several staff and Board members are scheduled to attend.
- The annual Town-Wide Garage Sale is scheduled for Saturday, June 25. Registration forms must be received by June 17. More information on the garage sale can be found here <https://www.townofmead.org/parksandrec/page/events>
- A meeting of the Mead Urban Renewal Authority is scheduled for June 27 at 5:15p.m.
- Volunteers are still needed to help with The Wall That Heals. A sign-up link is contained in <https://www.townofmead.org/community/page/wall-heals-mead-colorado>. The Wall That Heals is coming to Mead on August 18-21, 2022. The 4-day event will be held at Founders Park, located at 2700 Weld County Road 34 1/2, rain or shine. The Wall That Heals is free and open to the public 24-hours a day. The event will close on Sunday, August 21, 2022 at 2 p.m.
- Mead Municipal Court had a trial scheduled for June 6th which has been rescheduled to July 18th. For the June arraignment date, there are 36 cases on the docket.
- Key projects update:
 - Public Works Facility: The drywall installation is nearing completion, and perimeter fencing is underway. Driveway paving is scheduled for the week of June 13. Staff continues to push Xcel to get service to the site. We are partnering with United Power to install conduit for future communications in a joint trench.
 - Lorin Mead Park at Highland Lake Improvements: The decking on the pier is underway, and project completion is expected at the end of June.
 - 3rd and Welker Intersection – environmental and right-of-way design efforts continued this week.
 - Bean Plant Community Center – Staff reviewed the 60% demolition plans. A 90% set is expected in late June, along with the draft RFP for a building architect. The locks have been changed and the doors fortified, as staff observed trespassing and unauthorized access last week.
- YTD totals for new single family home permits:
 - 2022 YTD 40 SF Permits, 134 Certificates of Occupancy
- Boards and Commissions
 - June Planning Commission is canceled. The Planning Commission will meet next on July 20.
 - Finance Committee is scheduled for June 14th to review the draft financial audit and first quarter financial and investment reports.

- Human Resources
 - The Town is advertising for a few open positions. The Town is using NeoGov for its recruiting platform <https://www.governmentjobs.com/careers/townofmead>
 - A new Police Officer and Administrative Assistant started working with the Town on June 6.
 - Graves Consulting is working on an assessment of the Town's pay and benefit packages. They presented to senior staff on Wednesday and will do an all employee presentation the third week of June.

Community Development

- The QuikTrip Site Plan and Site Plan Agreement is tentatively scheduled to appear before the Board in late July.
- Staff is working on the Mead Distribution Center project (in the Raterink subdivision) Site Plan and Site Plan Agreement. Staff will bring these documents to the Planning Commission this summer.
- Staff is interviewing consultants in response to the municipal facilities master plan RFP. A contract for design consultant will be prepared for BOT consideration.
- The Grand Meadow PUD and Preliminary Plat are in the final steps of the staff review process. Staff expects a Planning Commission Public Hearing this summer and Board of Trustees soon after that.
- Staff is working on several small code amendments that we will bring to the Board this summer. Those include an amendment to the sign code for signs along the highway corridors, revisions to the Sketch Plan/Visioning meeting provisions, provisions for allowing Administrative Relief from some code regulations (small variances).
- The Board recently adopted a code revision that increased the alternate seats on the Planning Commission from one (1) alternate seat to two (2) alternates. Thank you for your support of this amendment. We will likely bring a recommendation to fill the second (newly created) alternate seat late this summer or early in the autumn.
- Staff is working with the Town's Attorneys and with the Department of Local Affairs (DOLA) to conduct a training work session for the Planning Commission. This training will equip the newer members of the Commission with the skills and knowledge they need to perform their duties with professionalism and confidence. It will also be a helpful reminder for staff and those members who have been with the Commission for a while.

Public Works and Engineering

- Street maintenance – the concrete repair project is temporarily suspended for two weeks due to contractor availability. Work will resume in mid-June in the Western Meadows and downtown neighborhoods.
- Staff provided comments to the consultant on the 5-year pavement management program. Once finalized, the plan will be presented to the Board at a future meeting.
- A new Administrative Assistant II, Erika Pflipsen, started on June 6 and will support Public Works and the management team.
- A grading permit was issued to Agfinity for the property at the corner of 3rd and Welker.
- County Road 28 is closed west of CR 9.5 through June 12 for paving related to the Lakeside Canyon development.

Community Engagement

- Fishing statue and dedication plaque for Highland Lake at Lorin Mead Park are in route and will be installed prior to the ribbon cutting ceremony in July.
- Baseball games started on June 11. Teams are playing on one field at Mead Elementary from 8am-2pm.
- KMA has hired a new contractor to install the remainder of the signs, remove the old signs, and correct issues from the previous contractor. Public Works will coordinate access to the signs.

- The first concert in the park is scheduled for June 23 featuring Trent Hughes Band. Food trucks include Lola's Kitchen and The Dessert Stand. Face painting, balloon animals, and 200 free cupcakes from the Dessert Stand will be provided. Grandview Church is participating with a bounce house, and free popcorn and snow cones.

Police Department

- Report Attached



Mead Police Department

Monthly Activity - May 2022

STAFFING:

Sergeants Ellis (Blue Side), Holmen (Red Side), and Officers Cramblet, Hansen, Palmer, and Salazar are working patrol.

Community Service Officer (CSO) Amber Burtis responds to code and animal calls.

School Resource Officers Synn and Prince are assigned to Mead Schools.

Officer McElroy is in field training.

TRAINING:

Firearms Training – Blue Shift

MONTHLY STATS:

Total Calls for Service (CFS) = 542 CAD entries in May, resulting in 19 arrests. (April: 481 CFS, 9 arrests)

Traffic Contacts/Complaints/Hazards: 79 total, 53 warnings, 26 citations

Crashes: 41 responses, 1 DUI (April: 17)

Code: 47 total, 4 citations, 43 warnings (parking, abandoned vehicles, animal, etc)

Alarm Calls: 18 responses

Check Well Being Calls: 16 responses

Fire/Medical Assists: 15 responses

NOTABLE CALLS FOR SERVICE:

Crash – Hwy 66 / WCR 7 – 22ML01972 – 05/01/2022
Two vehicle non-injury crash.

Welfare Check – Mead – 22ML01975 – 05/01/2022
Adult left upset after verbal argument.

Theft – 3200 block of Beaumont Blvd. – 22ML02003 – 05/03/2022
Witness reported construction materials being stolen.

Stolen Vehicle – 18500 block of Wagon Trail – 22ML02009 – 05/04/2022
Owner reported motorcycle stolen out of garage.

Crash – 6400 Hwy 66 – 22ML02018 – 05/04/2022
Single vehicle non-injury crash.

Identity Theft – Mead – 22ML02019 – 05/04/2022
Victim's information was compromised, and bank account opened.

Recovered Stolen Vehicle – 4301 Hwy 66 – 22ML02026 – 05/05/2022
Trailer was recovered in parking lot.

Theft – [REDACTED] Pacific Circle – 22ML02037 – 05/05/2022
Clothing items stolen from victim.

Theft – 200 block of Grand View Circle – 22ML02046 – 05/06/2022
Theft of jewelry from home.

Crash – 6th / Palmer – 22ML02052 – 05/06/2022
Two vehicle non-injury crash.

Recovered Property – [REDACTED] WCR 28 – 22ML02081 – 05/07/2022
USPS mailbox recovered and returned to USPS.

Restraining Order Violation – Mead – 22ML02100 – 05/08/2022
Victim's ex-spouse contacting in violation of order.

Welfare Check – Mead High School – 22ML02118 – 05/09/2022
Student experiencing a crisis.

Warrant Arrest – [REDACTED] Pacific Circle – 22ML02134 – 05/11/2022
Wanted person observed at this location and arrested by officer without incident.

Warrant Arrest – 14000 block of Mead Street – 22ML02142 – 05/11/2022
Wanted person contacted on traffic stop. Subject gave false name, was identified and arrested by officer without incident.

Welfare Check – Mead – 22ML02154 – 05/11/2022

Adult male in crisis. Voluntarily taken for evaluation.

Trespass – [REDACTED] WCR 7 – 22ML02161 – 05/12/2022

Trespass to a vehicle in parking lot.

Crash / Narcotics – Hwy 66 / WCR 13 – 22ML02191 – 05/13/2022

Officers responded to a crash involving two vehicles. Driver arrested for possession of narcotics and careless driving.

Crash – I-25 Frontage Rd / WCR 34 – 22ML02193 – 05/13/2022

Two vehicle non-injury crash.

Theft from Vehicle – 13700 block of Wrangler Way – 22ML02203 – 05/14/2022

Fishing tackle taken from vehicle.

Crash – Hwy 66 / WCR 13 – 22ML02211 – 05/14/2022

Two vehicle non-injury crash.

Stolen Vehicle – 2700 block of Bridle Drive – 22ML02213 – 05/14/2022

Vehicle stolen from in front of residence.

Found Property – [REDACTED] Pacific Circle – 22ML02215 – 05/15/2022

License plate found and turned in.

Theft from Vehicle – 13800 block of Wrangler Way – 22ML02216 – 05/15/2022

Toll reader taken from vehicle.

Identity Theft – Mead – 22ML02225 – 05/15/2022

Victims identify was used to make false charges to account.

Harassment – 100 block of Falcon Circle – 22ML02226 – 05/15/2022

Contact via text message.

Theft from Vehicle – 200 block of 7th Street – 22ML02232 – 05/16/2022

A vehicle was entered and items taken.

Harassment – SB I-25 / Hwy 66 – 22ML02249 – 05/16/2022

Road rage resulted in drivers pointing guns at each other.

Mental Health Hold – Mead Middle School – 22ML02266 – 05/17/2022

Officer assisted school and parent with mental health evaluation of student.

Crash – Hwy 66 / Deere Ct – 22ML02275 – 05/17/2022

Two vehicle non-injury crash.

Crash – Hwy 66 / WCR 13 – 22ML02293 – 05/18/2022

Five vehicle unknown-injury crash.

Harassment – Mead Middle School – 22ML02298 – 05/19/2022

Officer took a report of harassment occurring at school.

Dog at Large – 16000 block of Cinnamon Circle – 22ML02301 – 05/19/2022

Dog aggressively approached a resident.

Threats – Mead High School – 22ML02302 – 05/19/2022

Officers assisted school administration with a threats case.

Crash – WCR 28 / WCR 9.5 – 22ML02306 – 05/19/2022

Two vehicle non-injury crash.

Theft – 3500 block of Settler Ridge Drive – 22ML02312 – 05/19/2022

A handgun was reported stolen.

Theft – Tractor Supply – 22ML02316 – 05/20/2022

ATVs stolen from in front of the store.

DUI Crash – Hwy 66 / WCR 7 – 22ML02332 – 05/21/2022

Officer responded to a single vehicle non-injury crash. Firestone PD assisted with a related DUI investigation. The driver was arrested for DUI.

Assault / Stolen Vehicle / Domestic Violence – 3500 block of Settler Ridge – 22ML02341 – 05/22/2022

Victim was assaulted, and had their vehicle stolen.

Warrant Arrest – 3500 block of Settler Ridge – 22ML02344 – 05/22/2022

Subject arrested on active warrant.

Crash – Hwy 66 / Nesting Crane Lane – 22ML02349 – 05/22/2022

Two vehicle minor injury crash.

Assault – Mead High School – 22ML02361 – 05/23/2022

Two students fought in the parking lot.

Theft – 16300 block of 10th Street – 22ML02366 – 05/23/2022

Theft of license plate.

Missing Person – Mead – 22ML02371 – 05/23/2022

Adult reported missing. Returned home the same night.

Runaway Juvenile – Mead – 22ML02376 – 05/24/2022

Juvenile reported missing.

Hit and Run Crash – 200 block of Hunter's Cove – 22ML02384 – 05/24/2022

Delivery vehicle struck fence, control box, and left.

Hit and Run Crash – Mead High School – 22ML02391 – 05/24/2022

Vehicle damaged by unknown suspect.

Harassment – 3600 block of Homestead Drive – 22ML02423 – 05/26/2022

Suspect is a neighbor of the victim.

Hit and Run Crash – [REDACTED] Mulligan Drive – 22ML02427 – 05/26/2022

Single vehicle left roadway damaging mailbox and bush. Suspect vehicle is a blue Dodge pickup.

Assist Other Agency – WCR 38 / I-25 – 22ML02435 – 05/26/2022

Assisted Larimer County with pursuit of armed fugitive that had shot at police. Officer involved shooting occurred and the subsequent investigation is being handled by the Weld County Critical Incident Response Team (CIRT).

Burglary – 14200 block of Longs Peak Court – 22ML02443 – 05/27/2022

Suspect cut locks to gain entry and steal items.

Burglary – 14200 block of Longs Peak Court – 22ML02445 – 05/27/2022

Suspect cut locks to gain entry and steal items.

Crash – Hwy 66 / WCR 7 – 22ML02448 – 05/27/2022

Single vehicle non-injury. Driver had a medical event and left the roadway.

Dog Bite – Liberty Ranch – 22ML02480 – 05/29/2022

Dog bite reported and dog put on quarantine as required.

Burglary – 14400 block of Mead Court – 22ML02481 – 05/29/2022

Suspect cut fence to gain entry and steal items.

Fraud – Mead – 22ML05204 – 05/31/2022

Suspect wrote checks on victim's account.



Agenda Item Summary

MEETING DATE: June 13, 2022

SUBJECT: Municipal Election November 8, 2022

PRESENTED BY: Mary Strutt, Town Clerk / Treasurer

SUMMARY

Mead’s regular municipal election is scheduled for November 8, 2022. The biennial municipal election was changed from April to November in 2020 (effective in 2022) by a vote of the citizens of Mead. This election will be conducted as a coordinated election with Weld County.

The following seats are up for election in November:

Mayor	4-year term	(Whitlow)
Trustee	4-year term	(Adams)
Trustee	4-year term	(Babcock)
Trustee	4-year term	(Harris)
Trustee	2-year term	(Schranz)

Staff has created the attached Candidate Calendar for significant dates which affect those running for office. Candidate packets will be available August 9th and are due back to the Clerk’s office by August 29th.

In July / August the Board will consider resolutions to call for the election and approve the intergovernmental agreement with Weld County to conduct the coordinated election.

ATTACHMENTS

November 2022 Election: Candidate Calendar



Town of Mead 2022 Election Candidate Calendar

July 2022	Board of Trustees adopts resolution calling for mail ballot election	
Tuesday, August 9	6:00 p.m. Candidate Informational Meeting	
Tuesday, August 9	First day to pick up and circulate candidate petitions	91 days prior
VARIES	FCPA Candidate Affidavit	Within 10 days of announcing candidacy or turning in petition (whichever first)
Monday, August 29 5:00 p.m.	Last day to file candidate petition with Town Clerk	71 days prior
Friday, September 2 5:00 p.m.	Last day to cure nomination petition	Close of business on 66 day prior
Friday, September 2 5:00 p.m.	Last day to declare intent for Write In Candidates	Prior to 64 days before
Monday, September 5 5:00 p.m.	Election may be cancelled if not enough candidates	Close of business 64 days prior
Tuesday, September 6 5:00 p.m.	Last day to withdraw from nomination	Close of business 63 days prior
Wednesday, September 7 8:30 a.m.	Drawing for ballot order at Town Hall	
Monday, October 17 – October 24	Ballots may be mailed to electors & ballots must be available at Clerk's office	22 days prior – 15 days prior
Tuesday, October 18 5:00 p.m.	Fair Campaign Practices Act filing deadline	21 days prior
Friday, November 4 5:00 p.m.	Fair Campaign Practices Act filing deadline	Friday preceding election
Tuesday, November 8 7:00 a.m. – 7:00 p.m.	ELECTION DAY	1 st Tuesday (after 1 st Monday)
Friday, November 18	Preliminary Results Due	10 days after election
Friday, November 18	Last day for interested party to request recount	10 days after election
Wednesday, November 23	Mandatory or optional recount must be completed	15 days after election
Monday, November 28*	Last day to make legal contest to election results	*10 days after the expiration of time to request a recount or after the recount is completed
Monday, November 28	Anticipated Swearing in Date of Elected Officials -Issue certificates and administer oath of office BOT to appoint Mayor Pro Tem (every 2 yrs after election)	



Thursday, December 8 5:00 p.m.	3 rd & final Fair Campaign Practices Act filing deadline	30 days after election
November, 2023	FCPA filing due annually for committee which was not closed	1 year after election and annually

NOTE: These dates are determined according to the Municipal Election Code. Failure to meet a deadline could result in a candidate's disqualification. If you are unclear about a deadline, please contact the Town Clerk's Office at 970-535-4477.



PROCLAMATION

Declaring June 14, 2022 Flag Day and June 13 – 17, 2022 National Flag Week

WHEREAS, In 1916, President Woodrow Wilson established June 14 of each year as Flag Day; and

WHEREAS, Flag Day marks the Second Continental Congress' adoption of the first U.S. national flag on June 14, 1777; and

WHEREAS, the first U.S. flag featured the same 13 red and white stripes as seen in the flag today, while the number and arrangement of stars has changed as the number of states has increased; and

WHEREAS, Americans have commemorated the adoption of the Stars and Stripes in many ways – displaying the flag proudly in front of homes, at parades and other patriotic observances; and

WHEREAS, the U.S. flag serves as a guiding symbol of our nation's journey;

NOW, THEREFORE, I, Colleen Whitlow, Mayor of the Town of Mead, Weld County, Colorado, do hereby proclaim June 14, 2022, as Flag Day and the week of June 13 through June 17, 2022 as National Flag Week. I call upon all citizens of the Town of Mead to observe Flag Day and National Flag Week by displaying the flag of the United States of America.

Given under my hand and Seal of the Town of Mead, Colorado

On this 13th day of June, 2022

Colleen G. Whitlow
Mayor



BOARD OF TRUSTEES

441 3rd Street, Mead

Monday, May 31, 2022

MINUTES

- I. 6:00 p.m. to 10:00 p.m.
REGULAR MEETING

1. Call to Order – Roll Call

Mayor Colleen Whitlow called the Regular Meeting of the Board of Trustees to order at 6:00 p.m.

Due to the Town's Disaster Declaration of March 21, 2020 related to the COVID-19 virus, the meeting was held with virtual access provided through Zoom.

Present Mayor Colleen Whitlow
Mayor Pro Tem David Adams
Trustee Brooke Babcock
Trustee Debra Brodhead (virtual access)
Trustee Chris Cartwright
Trustee Trisha Harris
Trustee Herman Schranz

Absent
None

Also present: Town Manager Helen Migchelbrink; Town Clerk / Treasurer Mary Strutt; Police Chief Brent Newbanks; Town Attorney Marcus McAskin; Town Engineer / Public Works Director Erika Rasmussen; Community Development Director Jason Bradford.
Attending via virtual access: members of the public.

2. Moment of Silence

Mayor Whitlow requested the observance of a moment of silence in honor of Memorial Day for those who lost their life in service of our country and those affected by the deadly shooting at Robb Elementary School.

3. Pledge of Allegiance to the Flag

The assembly pledged allegiance to the flag.

4. Review and Approve Agenda

*Motion was made by Trustee Cartwright, seconded by Mayor Pro Tem Adams, to approve the agenda.
Motion carried 7-0, on a roll call vote.*

5. Staff Report: Town Manager Report

a. Manager's Report

Town Manager Helen Migchelbrink discussed dust control on WCR 7 completed in partnership with the Town of Berthoud; CR 28 closed 6/1-6/12 for improvements; flowers planted downtown; bathrooms at Mead Ponds closed for repair/replacement.

6. Informational Items

a. Mead Police Department Accreditation

Police Chief Brent Newbanks presented the accreditation received by Mead Police Department from the Colorado Chiefs Police Association.

7. Proclamations

- a. Alzheimer's and Brain Awareness Month June 2022

Motion was made by Trustee Schranz, seconded by Trustee Cartwright, to authorize the signing of the Proclamation for Alzheimer's and Brain Awareness Month June 2022. Motion carried 7-0, on a roll call vote.

- b. Bike Month June 2022

Motion was made by Trustee Harris, seconded by Mayor Pro Tem Adams, to authorize the signing of the Proclamation for Bike Month June 2022. Motion carried 7-0, on a roll call vote.

8. Public Comment

There was no public comment at this time.

9. **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 Board member so requests, in which case the item may be removed from the Consent Agenda and considered at the end of the Consent Agenda. Because the Consent Agenda includes Town payables (bills list/check register) and routinely includes contracts and other items involving the expenditure of Town funds, the town Clerk shall require a roll call vote on the Consent Agenda, as required by MMC Sec 2-2-190(a). Consent Agenda includes:*

- a. Approval of Minutes - Regular Meeting May 09, 2022
- b. April 2022 Financials
- c. Quarterly Investment Portfolio
- d. Check Register May 25, 2022
- e. **Ordinance No. 997** - An Ordinance of the Town of Mead, Colorado, Amending 2-7-30 of the Mead Municipal Code Regarding Planning Commission Membership and Unexcused Absences
- f. Finance Committee Reappointment: Joe Wigginton
- g. **Resolution No. 39-R-2022** - A Resolution of the Town of Mead, Colorado, Approving That Certain Intergovernmental Agreement with the State of Colorado (Acting By and Through the Colorado Department of Transportation) for the 3rd Street and Welker Avenue Intersection Improvement Project (Project No. MTF M870-009 (25002))
- h. **Resolution No. 40-R-2022** - A Resolution of the Town of Mead, Colorado, Approving Change Order #4 to the Construction Agreement By and Between the Town of Mead and Asphalt Specialties Co., Inc. Concerning Construction of the 3rd Street Paving and Trail Project
- i. **Resolution No. 41-R-2022** - A Resolution of the Town of Mead, Colorado, Authorizing a Grant Application for the COPS Hiring Program, Administered by the U.S. Department of Justice, Office of Community Oriented Policing Services ("COPS Office")
- j. **Resolution No. 42-R-2022** - A Resolution of the Town of Mead, Colorado, Adopting a Comprehensive Fee Schedule

Motion was made by Mayor Pro Tem Adams, seconded by Trustee Schranz, to approve the Consent Agenda. Motion carried 7-0, on a roll call vote.

10. Public Hearing

- a. **Meadow Ridge Preliminary Plat**

Mayor Whitlow opened the Public Hearing at 6:15 p.m.

Planner Collin Mieras discussed the criteria in the staff report regarding Meadow Ridge Preliminary Plat.

Jennifer Carpenter, LAI Design Group, presented on behalf of the applicant.

There was no public comment.

The Trustees discussed fencing; timing of project; school site maintenance until constructed; metro dis parks.

- i. **Resolution No. 43-R-2022** - A Resolution of the Town of Mead, Colorado, Conditionally Approving the Meadow Ridge Subdivision Sketch Plan/Preliminary Plat

Motion was made by Trustee Cartwright, seconded by Mayor Pro Tem Adams, to adopt Resolution No. 43-R-2022 – A Resolution of the Town of Mead, Colorado, Conditionally Approving the Meadow Ridge Subdivision Sketch Plan/Preliminary Plat, Based on a Finding that the Preliminary Plat Review Criteria as set forth in Section 16-4-60 of the Mead Municipal Code have Been Satisfied as Detailed in the Agenda Item Summary Report Prepared for the May 31, 2022 Board of Trustees Meeting and Based on Other Evidence Presented to the Board at the May 31, 2022 Public Hearing. Motion carried 7-0, on a roll call vote.

Mayor Whitlow closed the Public Hearing at 6:46 p.m

11. Committee Appointments

- a. Planning Commission Alternate: Gerald Abshier

Motion was made by Trustee Babcock, seconded by Trustee Schranz, to appoint Gerald Abshier to the Planning Commission as an alternate. Motion carried 7-0, on a roll call vote.

12. Public Comment

There was no public comment at this time.

13. Elected Official Reports

- a. Town Trustees

The Board discussed crosswalks at 3rd & Welker; concrete repair on Coyote Run/The Highlands trail; sidewalk/trail possibilities on east side of 3rd Street; Range View site on east side of WCR 7; property tax collected and possible occupancy tax for storage sites; municipal site plan project; website search function.

- b. Mayor Whitlow

Mayor Whitlow discussed Mead Elementary 3rd grade visit, Coffee with the Mayor and Mead Motorhead's Car Show.

14. Adjournment

Motion was made by Trustee Schranz, seconded by Trustee Babcock, to adjourn the meeting. Motion carried 7-0, on a roll call vote.

The Regular Meeting of the Town of Mead Board of Trustees adjourned at approximately 7:14 p.m. on Monday, May 31, 2022.

Colleen G. Whitlow, Mayor

ATTEST:

Mary E. Strutt, MMC, Town Clerk

Report Criteria:

Aging by Date

Aged using Payment Date

Customer Number	Name	Balance	Future	Current	Over 30	Over 60	Over 90	Over 120	Over 150
1	St. Vrain Valley School District	2,373.00	2,373.00	-	-	-	-	-	-
45	Mead Development Group, Inc.	3,737.00-	-	-	450.00-	-	400.00-	-	2,887.00-
214	Mead Towne Center	5,620.00	-	-	-	-	-	325.00	5,295.00
239	Gopher Gulch	827.00-	-	-	-	-	-	-	827.00-
256	Prosper Land & Development LLC	1,732.00	-	1,732.00	-	-	-	-	-
259	Scannell Properties	15,803.84-	-	-	-	-	4,129.72-	-	11,674.12-
263	Eagle Development	31,879.25-	-	-	-	-	-	-	31,879.25-
270	Highland Development Services Inc	5,000.00-	-	9,538.00-	-	-	-	-	4,538.00
272	Iglesia De Jesucristo	1.00-	-	1.00-	-	-	-	-	-
277	Front Range Investment Holdings LLC	1,235.00-	-	-	1,235.00-	-	-	-	-
280	Benson Farms - MD	2,430.25-	-	-	-	-	-	-	2,430.25-
282	Agfinity, Inc	1,170.00	-	-	260.00	-	-	325.00	585.00
284	Ziggi's Coffe Headquarters	9,686.50-	-	-	-	-	-	-	9,686.50-
285	Boulder Scientific Company, LLC	3,678.50-	-	-	-	-	-	-	3,678.50-
287	Eagle Development LRMD	1,855.00-	-	-	-	-	-	-	1,855.00-
290	Forestar Real Estate Group	9,596.25	9,596.25	-	-	-	-	-	-
291	Western Meadows HOA	2,165.26	2,165.26	-	-	-	-	-	-
292	BREG Industrial Development	33,418.38	6,599.00	22,017.00	-	-	4,802.38	-	-
294	QuikTrip Corp	5,725.69	1,868.50	1,318.05	470.66	262.60	1,805.88	-	-
297	Meadow Ridge Development, Inc	9,277.50	9,277.50	-	-	-	-	-	-
298	Century Land Holdings LLC	6,641.00	6,641.00	-	-	-	-	-	-
299	Lizondo Futbol Academy LLC	2,113.79	-	-	131.30	-	-	-	1,982.49
301	BREG Industrial Devel. c/o Broe Real Es	11,405.92	3,672.50	1,945.26	4,055.00	1,733.16	-	-	-
302	SunCap Property Group	6,215.00	6,215.00	-	-	-	-	-	-
303	Brian Mathews	124.23	-	124.23	-	-	-	-	-
305	Flatirons Inc	841.33	841.33	1,674.58	1,674.58-	-	-	-	-
307	Tharaldson c/o Ventana Capital	8,901.78	8,419.63	-	482.15	-	-	-	-
308	Melody Homes Inc.	17,291.36	4,027.20	3,355.25	8,049.25	1,859.66	-	-	-
313	Sunstate Equipment Co LLC	4,117.77	2,079.59	2,038.18	-	-	-	-	-
315	Town of Johnstown	889.62	889.62	-	-	-	-	-	-
316	Town of Milliken	889.62	889.62	-	-	-	-	-	-
317	Town of Berthoud	1,229.37	889.62	339.75	-	-	-	-	-
318	Mead Investor LLC	1,000.00-	-	1,000.00-	-	-	-	-	-
320	Lorson South Land Corp c/o Landhuis C	10,276.75-	-	10,276.75-	-	-	-	-	-
Grand Totals:		44,328.78	66,444.62	13,728.55	10,088.78	3,855.42	2,078.54	650.00	52,517.13-

Report Criteria:

Report type: GL detail

GL Period	Check Issue Date	Check Number	Payee	Invoice Number	Invoice GL Account	Description	Invoice Amount
06/22	06/08/2022	34978	A-1 Natural Arbor Care	1283	01-45-5371	Tree care Margil Farm park	5,000.00
Total 34978:							5,000.00
06/22	06/08/2022	34979	ADAMSON POLICE PRODUCTS	INV378286	01-42-5254	Patton uniform	130.40
Total 34979:							130.40
06/22	06/08/2022	34980	ADVANCED AUTO PARTS	121262-IC-6	01-44-5216	Credit	22.84-
06/22	06/08/2022	34980	ADVANCED AUTO PARTS	12162-69145	01-47-5216	Oil change Colorado	65.03
06/22	06/08/2022	34980	ADVANCED AUTO PARTS	12162-69394	01-44-5216	supplies	15.36
06/22	06/08/2022	34980	ADVANCED AUTO PARTS	12162-69567	01-44-5216	battery	88.99
06/22	06/08/2022	34980	ADVANCED AUTO PARTS	12162-69641	01-44-5216	core return	23.87-
06/22	06/08/2022	34980	ADVANCED AUTO PARTS	12162-69882	01-44-5216	auto parts	487.92
06/22	06/08/2022	34980	ADVANCED AUTO PARTS	12162-IC-68	01-44-5216	Credit tax	32.22-
06/22	06/08/2022	34980	ADVANCED AUTO PARTS	12162-ID-68	01-44-5216	Supplies	22.84
06/22	06/08/2022	34980	ADVANCED AUTO PARTS	12162-ID-68	01-44-5216	Supplies	21.05
06/22	06/08/2022	34980	ADVANCED AUTO PARTS	12162-ID-68	01-44-5216	Supplies	36.16
06/22	06/08/2022	34980	ADVANCED AUTO PARTS	12162-ID-68	01-44-5216	Credit tax back	3.03-
06/22	06/08/2022	34980	ADVANCED AUTO PARTS	4057045	01-44-5216	Credit	383.88-
Total 34980:							271.51
06/22	06/08/2022	34981	Alerus Retirement Consulting	63704	01-40-5068	FSA Administration 5/2022	155.00
Total 34981:							155.00
06/22	06/08/2022	34982	Allie McGahee	2022 TUITIO	01-40-5332	Tuition reimbursement	3,000.00
Total 34982:							3,000.00
06/22	06/08/2022	34983	AMAZON CAPITAL SERVICES	11MRXVMQ	01-40-5210	Supplies	59.90
06/22	06/08/2022	34983	AMAZON CAPITAL SERVICES	11MRXVMQ	01-47-5210	Supplies	93.64
06/22	06/08/2022	34983	AMAZON CAPITAL SERVICES	13TC9X6F1	01-42-5210	sunscreen, bug spray	58.98
06/22	06/08/2022	34983	AMAZON CAPITAL SERVICES	16V4TK43L4	01-42-5201	Cd duplicator	522.00
06/22	06/08/2022	34983	AMAZON CAPITAL SERVICES	1CY49GYC7	01-40-5210	Office supplies	6.99
06/22	06/08/2022	34983	AMAZON CAPITAL SERVICES	1MCX4YNKV	01-40-5200	paper	52.34
06/22	06/08/2022	34983	AMAZON CAPITAL SERVICES	1WXMHP7L	01-40-5210	Return - cash drawer	30.99-
06/22	06/08/2022	34983	AMAZON CAPITAL SERVICES	1Y9W67Y6Q	01-42-5201	return	264.00-
Total 34983:							498.86
06/22	06/08/2022	34984	Arborado, LLC	00001548	01-45-5371	tree care highland lake	3,475.00
Total 34984:							3,475.00
06/22	06/08/2022	34985	Arrow J Landscape & Design Inc	10	14-40-5500	Highland lake	35,747.47
06/22	06/08/2022	34985	Arrow J Landscape & Design Inc	10	14-02-2005	Highland lake	1,787.37-
Total 34985:							33,960.10
06/22	06/08/2022	34986	BK Tire	19874C	01-42-5216	Veh repair	225.90

M = Manual Check, V = Void Check

GL Period	Check Issue Date	Check Number	Payee	Invoice Number	Invoice GL Account	Description	Invoice Amount
Total 34986:							225.90
06/22	06/08/2022	34987	Brakes Plus LLC	1427651345	01-42-5216	short pay - vehicle maint	76.19
06/22	06/08/2022	34987	Brakes Plus LLC	1428077341	01-42-5216	2020 Tahoe tire r&m	89.00
Total 34987:							165.19
06/22	06/08/2022	34988	BUCKEYE WELDING SUPPLY C	05066376	01-44-5369	Cylinder Rental	7.65
Total 34988:							7.65
06/22	06/08/2022	34989	Bustos Backflow Service	051122	01-45-5372	Required Backflow Cert - 441 3rd St. par	50.00
06/22	06/08/2022	34989	Bustos Backflow Service	051122	01-45-5372	Required Backflow Cert - 441 3rd St. par	50.00
06/22	06/08/2022	34989	Bustos Backflow Service	051122	01-45-5372	Required Backflow Cert - 190 1st St. par	50.00
06/22	06/08/2022	34989	Bustos Backflow Service	051122	01-45-5372	Required Backflow Cert - 210 1st St. par	50.00
06/22	06/08/2022	34989	Bustos Backflow Service	051122	01-45-5372	Required Backflow Cert - 156 Eagle Dr. p	50.00
06/22	06/08/2022	34989	Bustos Backflow Service	051122	01-45-5372	Required Backflow Cert - North Creek R	50.00
06/22	06/08/2022	34989	Bustos Backflow Service	051122	01-45-5372	Required Backflow Cert - WCR 34.5 park	50.00
06/22	06/08/2022	34989	Bustos Backflow Service	051122	01-45-5372	Required Backflow Cert - Welker Ave. W	50.00
Total 34989:							400.00
06/22	06/08/2022	34990	CARDMEMBER SERVICE	1454 052622	01-43-5700	Jeannine's ICC certification get together.	26.91
06/22	06/08/2022	34990	CARDMEMBER SERVICE	1454 052622	01-43-5700	Going away card/gift for Silvia - PC attor	14.53
06/22	06/08/2022	34990	CARDMEMBER SERVICE	1454 052622	01-43-5700	Meeting with Berthoud Planning team.	71.00
06/22	06/08/2022	34990	CARDMEMBER SERVICE	2504 052622	01-42-5330	Lunch - Training - Command & Staff Coll	14.50
06/22	06/08/2022	34990	CARDMEMBER SERVICE	2504 052622	01-42-5330	Lunch - Training - Command & Staff Coll	17.86
06/22	06/08/2022	34990	CARDMEMBER SERVICE	2504 052622	01-42-5330	Lunch - Training - Command & Staff Coll	14.72
06/22	06/08/2022	34990	CARDMEMBER SERVICE	2504 052622	01-42-5330	Lunch - Training - Command & Staff Coll	22.26
06/22	06/08/2022	34990	CARDMEMBER SERVICE	2504 052622	01-42-5330	Lunch - Training - Command & Staff Coll	21.05
06/22	06/08/2022	34990	CARDMEMBER SERVICE	2504 052622	01-42-5330	Lunch - Training - Command & Staff Coll	22.26
06/22	06/08/2022	34990	CARDMEMBER SERVICE	2504 052622	01-42-5254	Patrol BB Caps w/Badge	210.03
06/22	06/08/2022	34990	CARDMEMBER SERVICE	2504 052622	01-42-5330	Lunch - Training - Command & Staff Coll	10.66
06/22	06/08/2022	34990	CARDMEMBER SERVICE	2504 052622	01-42-5330	Lunch - Training - Command & Staff Coll	19.00
06/22	06/08/2022	34990	CARDMEMBER SERVICE	2504 052622	01-42-5330	Lunch - Training - Command & Staff Coll	60.14
06/22	06/08/2022	34990	CARDMEMBER SERVICE	3514 052622	01-40-5331	Employer's Council Annual Membership	7,200.00
06/22	06/08/2022	34990	CARDMEMBER SERVICE	3514 052622	01-47-5330	Deano Tolls - Training	20.30
06/22	06/08/2022	34990	CARDMEMBER SERVICE	3514 052622	01-44-5216	Picking up Fleet - Tolls	5.80
06/22	06/08/2022	34990	CARDMEMBER SERVICE	3514 052622	01-40-5331	Online Newspaper Subscription - N_o Re	14.99
06/22	06/08/2022	34990	CARDMEMBER SERVICE	3514 052622	01-40-5331	Online Newspaper Subscription - No Rec	6.99
06/22	06/08/2022	34990	CARDMEMBER SERVICE	5590 052622	01-43-5201	ESRI user license for Allie McGahee	32.88
06/22	06/08/2022	34990	CARDMEMBER SERVICE	5590 052622	01-44-5216	Monthly car wash membership - Sr. Insp	12.00
06/22	06/08/2022	34990	CARDMEMBER SERVICE	7239 052622	01-49-5700	TWTH Volunteer Signup subscription	11.99
06/22	06/08/2022	34990	CARDMEMBER SERVICE	7239 052622	01-49-5236	Engagement supplies	245.22
06/22	06/08/2022	34990	CARDMEMBER SERVICE	7239 052622	01-49-5260	Rec coaches background check	120.00
06/22	06/08/2022	34990	CARDMEMBER SERVICE	7239 052622	01-49-5349	employee wellness subscription	140.00
06/22	06/08/2022	34990	CARDMEMBER SERVICE	7239 052622	01-49-5236	refund order cancellation-engagement	560.01-
06/22	06/08/2022	34990	CARDMEMBER SERVICE	7239 052622	01-49-5349	employee wellness subscription (march)	140.00
06/22	06/08/2022	34990	CARDMEMBER SERVICE	7239 052622	01-49-5236	Engagement supplies	474.94
06/22	06/08/2022	34990	CARDMEMBER SERVICE	7239 052622	01-49-5236	Engagement supplies	2,424.35
06/22	06/08/2022	34990	CARDMEMBER SERVICE	7239 052622	01-49-5330	annual recreation conference	339.00
06/22	06/08/2022	34990	CARDMEMBER SERVICE	7239 052622	01-49-5265	senior trip Empower Field Tour	320.00
06/22	06/08/2022	34990	CARDMEMBER SERVICE	7239 052622	01-49-5265	Lorelei Nelson-meal senior trip	16.74
06/22	06/08/2022	34990	CARDMEMBER SERVICE	7239 052622	01-49-5331	mead messenger newsletter subscription	17.00
06/22	06/08/2022	34990	CARDMEMBER SERVICE	7239 052622	01-49-5265	Lorelei Nelson-meal senior lunch	12.63

GL Period	Check Issue Date	Check Number	Payee	Invoice Number	Invoice GL Account	Description	Invoice Amount
06/22	06/08/2022	34990	CARDMEMBER SERVICE	7239 052622	01-49-5265	flower for senior 100th birthday	67.99
06/22	06/08/2022	34990	CARDMEMBER SERVICE	7239 052622	01-49-5260	rec staff scheduling app	110.00
06/22	06/08/2022	34990	CARDMEMBER SERVICE	7239 052622	20-40-5700	MURA/Agfinity sign	717.07
06/22	06/08/2022	34990	CARDMEMBER SERVICE	7239 052622	01-49-5260	yard signs & stakes	706.12
06/22	06/08/2022	34990	CARDMEMBER SERVICE	7239 052622	20-40-5700	Agfinity Groundbreaking supplies	39.86
06/22	06/08/2022	34990	CARDMEMBER SERVICE	7700 052622	01-40-5201	microsoft office	681.00
06/22	06/08/2022	34990	CARDMEMBER SERVICE	7700 052622	01-41-5841	Gift Cards - Board outreach	200.00
06/22	06/08/2022	34990	CARDMEMBER SERVICE	7700 052622	01-40-5205	Postage	8.95
06/22	06/08/2022	34990	CARDMEMBER SERVICE	7700 052622	01-40-5331	Newspaper Subscription - No receipt	11.99
06/22	06/08/2022	34990	CARDMEMBER SERVICE	7700 052622	01-40-5700	staff appreciation	56.43
06/22	06/08/2022	34990	CARDMEMBER SERVICE	7700 052622	01-40-5331	Newspaper Subscription	8.00
06/22	06/08/2022	34990	CARDMEMBER SERVICE	7700 052622	01-40-5205	Postage	8.95
06/22	06/08/2022	34990	CARDMEMBER SERVICE	7700 052622	01-40-5205	Postage	8.95
06/22	06/08/2022	34990	CARDMEMBER SERVICE	7700 052622	01-40-5205	Postage	8.95
06/22	06/08/2022	34990	CARDMEMBER SERVICE	7700 052622	01-43-5700	DRC meeting	37.62
06/22	06/08/2022	34990	CARDMEMBER SERVICE	7700 052622	01-40-5205	Postage	8.95
06/22	06/08/2022	34990	CARDMEMBER SERVICE	7700 052622	01-40-5205	Postage	37.85
06/22	06/08/2022	34990	CARDMEMBER SERVICE	7700 052622	01-40-5205	Postage	8.95
06/22	06/08/2022	34990	CARDMEMBER SERVICE	7700 052622	01-40-5205	Postage	17.90
06/22	06/08/2022	34990	CARDMEMBER SERVICE	7700 052622	01-40-5205	Postage	17.90
06/22	06/08/2022	34990	CARDMEMBER SERVICE	7700 052622	01-41-5700	misc-3rd grade & batt erie s	16.37
06/22	06/08/2022	34990	CARDMEMBER SERVICE	7700 052622	01-43-5700	DRC meeting	35.01
06/22	06/08/2022	34990	CARDMEMBER SERVICE	7700 052622	01-41-5330	CML-Adams	100.00
06/22	06/08/2022	34990	CARDMEMBER SERVICE	7700 052622	01-40-5205	Postage	8.95
06/22	06/08/2022	34990	CARDMEMBER SERVICE	9596 052622	01-42-5216	carwash	10.00
06/22	06/08/2022	34990	CARDMEMBER SERVICE	9596 052622	01-42-5216	carwash	10.00
06/22	06/08/2022	34990	CARDMEMBER SERVICE	9596 052622	01-42-5216	carwash	10.00
06/22	06/08/2022	34990	CARDMEMBER SERVICE	9596 052622	01-42-5216	carwash	10.00
06/22	06/08/2022	34990	CARDMEMBER SERVICE	9596 052622	01-42-5216	carwash	10.00
06/22	06/08/2022	34990	CARDMEMBER SERVICE	9596 052622	01-42-5216	carwash	10.00
06/22	06/08/2022	34990	CARDMEMBER SERVICE	9596 052622	01-42-5216	carwash	10.00
06/22	06/08/2022	34990	CARDMEMBER SERVICE	9596 052622	01-42-5201	Michelle's subscription	14.99
06/22	06/08/2022	34990	CARDMEMBER SERVICE	9596 052622	01-42-5331	National Conference	200.00
06/22	06/08/2022	34990	CARDMEMBER SERVICE	9596 052622	01-42-5331	National Conference	470.00
06/22	06/08/2022	34990	CARDMEMBER SERVICE	9596 052622	01-42-5201	Brent's subscription	12.99
06/22	06/08/2022	34990	CARDMEMBER SERVICE	9596 052622	01-42-5330	IACP National conf	25.01
06/22	06/08/2022	34990	CARDMEMBER SERVICE	9596 052622	01-42-5700	Decorations for Police Week	41.50
06/22	06/08/2022	34990	CARDMEMBER SERVICE	9596 052622	01-42-5330	CACP annual conference	410.00
06/22	06/08/2022	34990	CARDMEMBER SERVICE	9596 052622	01-42-5700	Police Week meal and recognition	125.91
06/22	06/08/2022	34990	CARDMEMBER SERVICE	9596 052622	01-42-5700	Police Week meal and recognition	28.22
06/22	06/08/2022	34990	CARDMEMBER SERVICE	9596 052622	01-42-5210	thumb drives for records releases	55.98
06/22	06/08/2022	34990	CARDMEMBER SERVICE	9596 052622	01-42-5216	carwash	10.00
Total 34990:							15,908.10
06/22	06/08/2022	34991	CEBT	INV 0049355	01-02-2310	Health Insurance 7/2022	37,926.06
06/22	06/08/2022	34991	CEBT	INV 0049355	06-02-2310	Health Insurance 7/2022	2,685.87
06/22	06/08/2022	34991	CEBT	INV 0049355	20-02-2310	Health Insurance 7/2022	2,220.87
Total 34991:							42,832.80
06/22	06/08/2022	34992	CivivPlus	228267	01-41-5341	Annual code update	257.25
06/22	06/08/2022	34992	CivivPlus	228277	01-41-5341	Annual code update	1,021.66
Total 34992:							1,278.91

GL Period	Check Issue Date	Check Number	Payee	Invoice Number	Invoice GL Account	Description	Invoice Amount
06/22	06/08/2022	34993	CPS DISTRIBUTORS, INC	6539388-001	01-45-5372	IRRIGATION supplies	76.46
06/22	06/08/2022	34993	CPS DISTRIBUTORS, INC	6558190-001	01-45-5372	IRRIGATION supplies	69.38
06/22	06/08/2022	34993	CPS DISTRIBUTORS, INC	6558190-002	01-45-5372	IRRIGATION supplies	126.88
06/22	06/08/2022	34993	CPS DISTRIBUTORS, INC	6567461-001	01-45-5372	IRRIGATION supplies	84.02
06/22	06/08/2022	34993	CPS DISTRIBUTORS, INC	6572162-001	01-45-5372	IRRIGATION supplies	12.47
06/22	06/08/2022	34993	CPS DISTRIBUTORS, INC	65899314-00	01-45-5372	IRRIGATION supplies	32.55
06/22	06/08/2022	34993	CPS DISTRIBUTORS, INC	6596161-001	01-45-5372	IRRIGATION supplies	55.36
Total 34993:							457.12
06/22	06/08/2022	34994	David Jay Thrower	231	01-48-5040	Municipal court judge 5/2022	1,000.00
Total 34994:							1,000.00
06/22	06/08/2022	34995	DBC IRRIGATION SUPPLY	S4587257.00	01-45-5372	supplies	815.54
Total 34995:							815.54
06/22	06/08/2022	34996	Dean Makin	1381.01	99-01-1075	Refund overpayment. Account 1381.01	43.52
Total 34996:							43.52
06/22	06/08/2022	34997	Denali Water Solutions LLC	INV320567	06-47-5231	Sludge Disposal	2,275.00
Total 34997:							2,275.00
06/22	06/08/2022	34998	FRONT RANGE PORTABLE RES	10469	01-45-5210	LR park	157.50
Total 34998:							157.50
06/22	06/08/2022	34999	GMCO CORPORATION	22-1979	04-44-5361	Dust Control	9,030.00
06/22	06/08/2022	34999	GMCO CORPORATION	22-1980	04-44-5361	Dust Control	5,250.00
06/22	06/08/2022	34999	GMCO CORPORATION	22-1988	04-44-5361	Dust Control	7,455.00
Total 34999:							21,735.00
06/22	06/08/2022	35000	Graves Consulting LLC	060122	01-40-5401	2022 Comp Study payment 1	5,625.00
Total 35000:							5,625.00
06/22	06/08/2022	35001	GRC Consulting Inc	11038	04-44-5360	May street sweeping	2,520.00
Total 35001:							2,520.00
06/22	06/08/2022	35002	Green Hills Sod Farm, Inc	70916	01-45-5215	Park maintenance	250.50
Total 35002:							250.50
06/22	06/08/2022	35003	HIGHLAND LAKE LATERAL DITC	427	01-40-5353	2022 Assessments	700.00
Total 35003:							700.00
06/22	06/08/2022	35004	HOME DEPOT CREDIT SERVIC	2769	11-40-5210	Supplies 5/2022	17.64
Total 35004:							17.64

GL Period	Check Issue Date	Check Number	Payee	Invoice Number	Invoice GL Account	Description	Invoice Amount
06/22	06/08/2022	35005	Insituform Technologies, LLC	SANITARY S	06-47-5556	May 1 -16 Sanitary sewer rehab	118,586.50
06/22	06/08/2022	35005	Insituform Technologies, LLC	SANITARY S	06-02-2005	May 1 -16 Sanitary sewer rehab	5,929.32
Total 35005:							112,657.18
06/22	06/08/2022	35006	Invision GIS, LLC	2051	01-43-5201	GIS mgmt	331.25
06/22	06/08/2022	35006	Invision GIS, LLC	2051	01-44-5201	GIS mgmt	3,115.00
Total 35006:							3,446.25
06/22	06/08/2022	35007	JARVIS	5521	01-49-5260	Rec fees	157.90
Total 35007:							157.90
06/22	06/08/2022	35008	JVA INCORPORATED	100549	06-40-5405	On-call Engineering services	683.37
06/22	06/08/2022	35008	JVA INCORPORATED	100551	06-47-5557	Mead WWTF Headworks Improvements	3,430.00
06/22	06/08/2022	35008	JVA INCORPORATED	100552	06-47-5552	On-Line process monitoring and WAS Pi	1,656.00
06/22	06/08/2022	35008	JVA INCORPORATED	100869	01-02-2615	Meadow Ridge	492.00
06/22	06/08/2022	35008	JVA INCORPORATED	100870	01-02-2615	Rangeview	82.00
06/22	06/08/2022	35008	JVA INCORPORATED	100872	01-02-2615	Agfinity	82.00
06/22	06/08/2022	35008	JVA INCORPORATED	100876	01-02-2615	Elevation 25	82.00
06/22	06/08/2022	35008	JVA INCORPORATED	100879	01-02-2615	QuikTrip	246.00
06/22	06/08/2022	35008	JVA INCORPORATED	100880	01-02-2615	Postle Review	82.00
06/22	06/08/2022	35008	JVA INCORPORATED	100881	01-02-2615	Grand Meadows Prelim Plat and PUD (D	1,294.00
06/22	06/08/2022	35008	JVA INCORPORATED	100882	01-02-2615	Mead Dist. Raterink Lot 2	1,858.00
06/22	06/08/2022	35008	JVA INCORPORATED	100883	01-02-2615	Valley/ 66 Business Park (Sunstate)	288.00
06/22	06/08/2022	35008	JVA INCORPORATED	100887	01-02-2615	Red Barn	362.00
06/22	06/08/2022	35008	JVA INCORPORATED	100889	01-02-2615	Waterfront	1,388.00
06/22	06/08/2022	35008	JVA INCORPORATED	100896	01-47-5405	General Engineering	1,584.90
06/22	06/08/2022	35008	JVA INCORPORATED	101065	06-47-5556	2021 Sanitary Sewer Rehabilitation	4,668.00
Total 35008:							18,278.27
06/22	06/08/2022	35009	JVA INCORPORATED	100840	09-50-5511	OWTS Design	594.00
06/22	06/08/2022	35009	JVA INCORPORATED	100875	09-50-5511	Public Works Admin Maintenance Facility	375.00
06/22	06/08/2022	35009	JVA INCORPORATED	100877	09-50-5511	Public Works Admin Maintenance Facility	1,858.95
Total 35009:							2,827.95
06/22	06/08/2022	35010	Kimball Midwest	9768573	01-44-5216	shop supplies for equipment	210.41
06/22	06/08/2022	35010	Kimball Midwest	9791380	01-44-5216	shop supplies for equipment	135.30
Total 35010:							345.71
06/22	06/08/2022	35011	KONICA MINOLTA BUSINESS S	280164707	01-40-5315	Copies	229.33
Total 35011:							229.33
06/22	06/08/2022	35012	LITTLE THOMPSON WATER DIS	607001 5.20.	06-47-5305	5423 WC 32 5.20.22	30.32
06/22	06/08/2022	35012	LITTLE THOMPSON WATER DIS	618801 5.20.	01-45-5305	150 Main St 5.20.22	32.85
06/22	06/08/2022	35012	LITTLE THOMPSON WATER DIS	619202 5.20.	01-45-5305	401 3rd St 5.20.22	30.32
06/22	06/08/2022	35012	LITTLE THOMPSON WATER DIS	620201 5.20.	01-45-5305	2700 WC 34.5 5.20.22	1,391.86
06/22	06/08/2022	35012	LITTLE THOMPSON WATER DIS	621801 5.20.	01-45-5305	190 1st St 5.20.22	531.99
06/22	06/08/2022	35012	LITTLE THOMPSON WATER DIS	622501 5.20.	01-45-5305	365 Welker 5.20.22	32.85
06/22	06/08/2022	35012	LITTLE THOMPSON WATER DIS	624409 5.20.	01-42-5305	201 Welker 5.20.22	30.75
06/22	06/08/2022	35012	LITTLE THOMPSON WATER DIS	650402 5.20	01-40-5305	242 Main St 5.20.22	30.32

GL Period	Check Issue Date	Check Number	Payee	Invoice Number	Invoice GL Account	Description	Invoice Amount
06/22	06/08/2022	35012	LITTLE THOMPSON WATER DIS	657602 5.20.	06-47-5305	4504 E Welker 5.20.22	44.23
06/22	06/08/2022	35012	LITTLE THOMPSON WATER DIS	657701 5.20.	01-45-5305	156 Eagle 5.20.22	203.87
06/22	06/08/2022	35012	LITTLE THOMPSON WATER DIS	657801 5.20.	01-42-5305	537 Main Police 5.20.22	27.06
06/22	06/08/2022	35012	LITTLE THOMPSON WATER DIS	657801 5.20.	01-44-5305	537 Main PW 5.20.22	27.05
06/22	06/08/2022	35012	LITTLE THOMPSON WATER DIS	657901 5.20.	01-45-5305	16775 North Creek 5.20.22	101.18
06/22	06/08/2022	35012	LITTLE THOMPSON WATER DIS	658001 5.20.	01-45-5305	441 3rd St (6580) 5.20.22	414.75
06/22	06/08/2022	35012	LITTLE THOMPSON WATER DIS	658101 5.20.	01-45-5305	10 Fairburn 5.20.22	35.06
06/22	06/08/2022	35012	LITTLE THOMPSON WATER DIS	658201 5.20.	01-40-5305	441 3rd St 5.20.22	55.71
06/22	06/08/2022	35012	LITTLE THOMPSON WATER DIS	662002 5.20.	01-40-5305	501 3rd St 5.20.22	30.32
Total 35012:							3,050.49
06/22	06/08/2022	35013	LONGMONT AREA CHAMBER O	39796	01-41-5841	Unity in Community	300.00
Total 35013:							300.00
06/22	06/08/2022	35014	LONGMONT HUMANE SOCIETY	ME053122	01-42-5346	Animal Impounds	190.00
Total 35014:							190.00
06/22	06/08/2022	35015	LONGS PEAK WATER DISTRICT	053122	01-45-5305	Libert Ranch Irrigation 4/21-5/23	516.00
Total 35015:							516.00
06/22	06/08/2022	35016	LOVELAND BARRICADE LLC	17747	04-44-5252	street signs	1,927.50
Total 35016:							1,927.50
06/22	06/08/2022	35017	MAIN STREET MAT COMPANY	119278	01-40-5210	Mat svs 5/25	60.36
06/22	06/08/2022	35017	MAIN STREET MAT COMPANY	119279	01-44-5210	Mat svs5/25 PD PW	23.98
06/22	06/08/2022	35017	MAIN STREET MAT COMPANY	119279	01-42-5210	Mat svs5/25 PD PW	23.97
Total 35017:							108.31
06/22	06/08/2022	35018	MCDONALD FARMS ENTERPRI	0057296-IN	01-47-5310	Roll-off Dumpster	613.78
06/22	06/08/2022	35018	MCDONALD FARMS ENTERPRI	0058022-IN	06-47-5231	Vac tanker	1,079.00
Total 35018:							1,692.78
06/22	06/08/2022	35019	Minuteman Press	3890	01-43-5700	Nameplate planning	40.94
06/22	06/08/2022	35019	Minuteman Press	3930	01-49-5075	business cards	53.85
06/22	06/08/2022	35019	Minuteman Press	3988	01-42-5210	Business Cards - MPD_BC-Patton	86.49
Total 35019:							181.28
06/22	06/08/2022	35020	MIRACLE RECREATION EQUIP	839456	01-45-5215	Playground repair parts - NUT box	376.00
06/22	06/08/2022	35020	MIRACLE RECREATION EQUIP	839456	01-45-5215	Playground repair parts - BOLT box	318.00
06/22	06/08/2022	35020	MIRACLE RECREATION EQUIP	839456	01-45-5215	Freight	55.01
Total 35020:							749.01
06/22	06/08/2022	35021	MJT Communications	13542	01-40-5201	Computer Consulting 6/2022	1,042.00
Total 35021:							1,042.00
06/22	06/08/2022	35022	Nectar HR	8495	01-49-5349	Employee redemptions	24.36

GL Period	Check Issue Date	Check Number	Payee	Invoice Number	Invoice GL Account	Description	Invoice Amount
06/22	06/08/2022	35022	Nectar HR	9198	01-49-5349	Employee program redemptions	30.00
Total 35022:							54.36
06/22	06/08/2022	35023	NEXTRUST INC.	328140	06-40-5205	Sewer Bills	357.10
06/22	06/08/2022	35023	NEXTRUST INC.	328140	06-40-5410	Sewer Bills	164.62
Total 35023:							521.72
06/22	06/08/2022	35024	OCCUPATIONAL HEALTH CENT	15678459	01-42-5075	PD physical	802.50
06/22	06/08/2022	35024	OCCUPATIONAL HEALTH CENT	323344079	01-49-5075	Drug screen	76.00
Total 35024:							878.50
06/22	06/08/2022	35025	One Way Inc	263418	01-47-5310	537 Main St Trash 6.2022	36.75
06/22	06/08/2022	35025	One Way Inc	263418	01-45-5310	537 Main St Trash 6.2022	36.75
06/22	06/08/2022	35025	One Way Inc	263419	01-47-5310	537 Main St Recycle 6.2022	23.63
06/22	06/08/2022	35025	One Way Inc	263419	01-45-5310	537 Main St Recycle 6.2022	23.62
06/22	06/08/2022	35025	One Way Inc	263425	01-40-5310	441 Third St Trash 6.2022	73.50
06/22	06/08/2022	35025	One Way Inc	263426	01-40-5310	441 Third St Recycle 6.2022	47.25
06/22	06/08/2022	35025	One Way Inc	263433	06-47-5310	4504 Welker Trash 6.2022	89.26
06/22	06/08/2022	35025	One Way Inc	263470	01-42-5310	201 Welker 6.2022	25.19
Total 35025:							355.95
06/22	06/08/2022	35026	Paulette Dolin	013	01-49-5265	May senior excise	480.00
Total 35026:							480.00
06/22	06/08/2022	35027	Pitney Bowes Inc	3315771342	01-40-5205	2022 Q2 lease	164.97
Total 35027:							164.97
06/22	06/08/2022	35028	Platte River Power Authority	7874	09-50-5511	Crossing License app fee	250.00
Total 35028:							250.00
06/22	06/08/2022	35029	Precision Employment Consulting	053122	01-40-5401	Consulting 5/22	5,302.44
06/22	06/08/2022	35029	Precision Employment Consulting	053122	06-40-5401	Consulting 5/22	284.52
06/22	06/08/2022	35029	Precision Employment Consulting	053122	20-40-5401	Consulting 5/22	196.04
Total 35029:							5,783.00
06/22	06/08/2022	35030	Rachel Salazar	12.17.22 CO	01-02-2308	Rental Refund - Community Room 12/17	200.00
06/22	06/08/2022	35030	Rachel Salazar	12.17.22 CO	01-11-4112	Rental Refund - Community Room 12/17	250.00
Total 35030:							450.00
06/22	06/08/2022	35031	RAMEY ENVIRONMENTAL COM	23930	06-47-5390	Wastewater svcs -	5,043.84
06/22	06/08/2022	35031	RAMEY ENVIRONMENTAL COM	23930	06-47-5391	Wastewater svcs -	675.96
Total 35031:							5,719.80
06/22	06/08/2022	35032	Safebuilt	86436-IN	01-43-5460	Plan Review/ Permit Inspection	26,787.24

GL Period	Check Issue Date	Check Number	Payee	Invoice Number	Invoice GL Account	Description	Invoice Amount
Total 35032:							26,787.24
06/22	06/08/2022	35033	SANDY'S UPHOLSTERY & FLAG	16564	01-49-5220	flags	1,012.06
Total 35033:							1,012.06
06/22	06/08/2022	35034	SpeakWrite LLC	5B9DCA40	01-42-5331	Single Speaker - Word	34.31
Total 35034:							34.31
06/22	06/08/2022	35035	STAPLES ADVANTAGE	8066409853	01-40-5200	OFFICE SUPPLIES 5/2022	243.30
06/22	06/08/2022	35035	STAPLES ADVANTAGE	8066409853	01-40-5210	OFFICE SUPPLIES 5/2022	88.64
06/22	06/08/2022	35035	STAPLES ADVANTAGE	8066409853	01-41-5212	OFFICE SUPPLIES 5/2022	8,005.53
06/22	06/08/2022	35035	STAPLES ADVANTAGE	8066409853	01-43-5200	OFFICE SUPPLIES 5/2022	9.80
06/22	06/08/2022	35035	STAPLES ADVANTAGE	8066409853	01-42-5200	OFFICE SUPPLIES 5/2022	150.11
06/22	06/08/2022	35035	STAPLES ADVANTAGE	8066409853	01-42-5210	OFFICE SUPPLIES 5/2022	23.83
06/22	06/08/2022	35035	STAPLES ADVANTAGE	8066409853	01-47-5210	OFFICE SUPPLIES 5/2022	28.08
Total 35035:							8,549.29
06/22	06/08/2022	35036	TDS	4762 052522	01-42-5325	pd internet	132.45
Total 35036:							132.45
06/22	06/08/2022	35037	THE HARTFORD-GROUP BENE	9247037526	01-40-5066	STD / LTD Insurance 6/2022	182.26
06/22	06/08/2022	35037	THE HARTFORD-GROUP BENE	9247037526	01-41-5066	STD / LTD Insurance 6/2022	7.05
06/22	06/08/2022	35037	THE HARTFORD-GROUP BENE	9247037526	01-42-5066	STD / LTD Insurance 6/2022	310.94
06/22	06/08/2022	35037	THE HARTFORD-GROUP BENE	9247037526	01-44-5066	STD / LTD Insurance 6/2022	122.13
06/22	06/08/2022	35037	THE HARTFORD-GROUP BENE	9247037526	01-45-5066	STD / LTD Insurance 6/2022	126.28
06/22	06/08/2022	35037	THE HARTFORD-GROUP BENE	9247037526	01-47-5066	STD / LTD Insurance 6/2022	185.23
06/22	06/08/2022	35037	THE HARTFORD-GROUP BENE	9247037526	01-48-5066	STD / LTD Insurance 6/2022	28.22
06/22	06/08/2022	35037	THE HARTFORD-GROUP BENE	9247037526	01-49-5066	STD / LTD Insurance 6/2022	76.32
06/22	06/08/2022	35037	THE HARTFORD-GROUP BENE	9247037526	06-40-5066	STD / LTD Insurance 6/2022	79.96
06/22	06/08/2022	35037	THE HARTFORD-GROUP BENE	9247037526	20-40-5066	STD / LTD Insurance 6/2022	76.09
06/22	06/08/2022	35037	THE HARTFORD-GROUP BENE	9247037526	01-43-5066	STD / LTD Insurance 6/2022	172.42
Total 35037:							1,366.90
06/22	06/08/2022	35038	Theresa Hampshire	053122	01-40-5705	Mileage	77.98
Total 35038:							77.98
06/22	06/08/2022	35039	TOWN OF MEAD	31.11 053122	01-42-5305	201 Welker Sewer 5/2022	43.52
06/22	06/08/2022	35039	TOWN OF MEAD	338.01 0531	01-40-5305	Town Hall Sewer 5/2022	57.54
06/22	06/08/2022	35039	TOWN OF MEAD	453.01 0531	01-44-5305	PD/ PW Sewer 5/2022	37.67
06/22	06/08/2022	35039	TOWN OF MEAD	453.01 0531	01-42-5305	PD/ PW Sewer 5/2022	37.66
06/22	06/08/2022	35039	TOWN OF MEAD	478.02 0531	01-40-5305	242 Main St 5/2022	50.97
06/22	06/08/2022	35039	TOWN OF MEAD	566.02 0531	01-45-5305	Bean Plant Sewer 5/2022	47.88
06/22	06/08/2022	35039	TOWN OF MEAD	630.04 0531	01-40-5305	505 3rd St Sewer 5/2022	43.52
Total 35039:							318.76
06/22	06/08/2022	35040	TRACTOR SUPPLY CREDIT PLA	9125052022	11-40-5210	Banners	23.98
06/22	06/08/2022	35040	TRACTOR SUPPLY CREDIT PLA	9125052022	01-44-5255	safety equipment	29.98
06/22	06/08/2022	35040	TRACTOR SUPPLY CREDIT PLA	9125052022	11-40-5210	Banner stands	14.99

GL Period	Check Issue Date	Check Number	Payee	Invoice Number	Invoice GL Account	Description	Invoice Amount
06/22	06/08/2022	35040	TRACTOR SUPPLY CREDIT PLA	9125052022	11-40-5210	part for hanging banners	59.79
06/22	06/08/2022	35040	TRACTOR SUPPLY CREDIT PLA	9125052022	11-40-5210	rebar for banners	33.96
06/22	06/08/2022	35040	TRACTOR SUPPLY CREDIT PLA	9125052022	01-45-5215	temp fix for Liberty Park	31.98
06/22	06/08/2022	35040	TRACTOR SUPPLY CREDIT PLA	9125052022	01-44-5254	Irrigation supplies	69.99
06/22	06/08/2022	35040	TRACTOR SUPPLY CREDIT PLA	9125052022	01-47-5215	Repairs	19.98
Total 35040:							284.65
06/22	06/08/2022	35041	UNITED POWER	12650701 6.	01-45-5305	Booster Pump Founders 5/2022	20.00
06/22	06/08/2022	35041	UNITED POWER	12952800 6.	01-45-5305	Mead Ponds 5/2022	20.00
06/22	06/08/2022	35041	UNITED POWER	14305100 6.	06-47-5305	WWTP 5/2022	4,135.79
06/22	06/08/2022	35041	UNITED POWER	16836300 6.	01-45-5305	Park Sprinkler Liberty 5/2022	23.98
06/22	06/08/2022	35041	UNITED POWER	16909300 6.	01-45-5305	Feather Ridge 5/2022	20.12
06/22	06/08/2022	35041	UNITED POWER	17159100 6.	01-45-5305	Sprinkler Clock Dtn 5/2022	20.02
06/22	06/08/2022	35041	UNITED POWER	17618300 6.	01-40-5305	Town Hall 5/2022	495.96
06/22	06/08/2022	35041	UNITED POWER	17770000 6.	01-45-5305	Gazebo 5/2022	23.70
06/22	06/08/2022	35041	UNITED POWER	18949400 6.	01-42-5305	Modular PD 5/2022	176.52
06/22	06/08/2022	35041	UNITED POWER	18949400 6.	01-44-5305	Modular PW 5/2022	176.51
06/22	06/08/2022	35041	UNITED POWER	61303 6.6.20	01-45-5305	Area Light Highland 5/2022	10.25
06/22	06/08/2022	35041	UNITED POWER	6753101 6.6.	01-45-5305	Irrig Sprinkler N Creek 5/2022	20.02
06/22	06/08/2022	35041	UNITED POWER	7490500 6.6.	06-47-5305	Pump lake Thomas 5/2022	20.00
06/22	06/08/2022	35041	UNITED POWER	83701 6.6.20	01-44-5305	Shop 5/2022	58.19
06/22	06/08/2022	35041	UNITED POWER	88601 6.6.20	01-44-5305	Streetlights 5/2022	2,924.15
06/22	06/08/2022	35041	UNITED POWER	92015 6.6.20	01-42-5305	201 Welker 5/2022	32.01
06/22	06/08/2022	35041	UNITED POWER	96302 6.6.20	06-47-5305	WWTP Lagoon 5/2022	37.14
Total 35041:							8,214.36
06/22	06/08/2022	35042	US BANK VOYAGER FLEET SYS	8694028341	01-44-5253	Fuel	9.30
06/22	06/08/2022	35042	US BANK VOYAGER FLEET SYS	8694028341	01-45-5253	Fuel	3.33
06/22	06/08/2022	35042	US BANK VOYAGER FLEET SYS	8694028341	06-47-5253	Fuel	3.33
Total 35042:							15.96
06/22	06/08/2022	35043	Utility Notification Center of Color	222050932	06-47-5392	Line locates 5.2022	432.90
Total 35043:							432.90
06/22	06/08/2022	35044	Vallory & Edwin Cox	1542.71	99-01-1075	Refund overpayment. Account 1542.71	4.36
Total 35044:							4.36
06/22	06/08/2022	35045	VECTOR DISEASE CONTROL	PI-A0001059	01-45-5348	Pest Control	4,131.05
Total 35045:							4,131.05
06/22	06/08/2022	35046	Voiance Language Services LLC	2022019069	01-42-5331	Interpretaion svcs	9.66
Total 35046:							9.66
06/22	06/08/2022	35047	WORKWELL OCCUPATIONAL M	650451	01-49-5075	new hire drug screens	36.00
06/22	06/08/2022	35047	WORKWELL OCCUPATIONAL M	650451	01-42-5075	new hire drug screens	36.00
06/22	06/08/2022	35047	WORKWELL OCCUPATIONAL M	650451	01-44-5075	new hire drug screens	36.00
Total 35047:							108.00

GL Period	Check Issue Date	Check Number	Payee	Invoice Number	Invoice GL Account	Description	Invoice Amount
06/22	06/08/2022	35048	XCEL ENERGY	780645428	01-40-5305	Town Hall	76.31
06/22	06/08/2022	35048	XCEL ENERGY	780670209	01-42-5305	201 Welker	42.40
Total 35048:							118.71
06/22	06/08/2022	61422100	VERIZON WIRELESS	9905929485	01-40-5300	Wireless bill 4/2022	40.01
06/22	06/08/2022	61422100	VERIZON WIRELESS	9905929485	01-42-5300	Wireless bill 4/2022	1,069.17
06/22	06/08/2022	61422100	VERIZON WIRELESS	9905929485	01-43-5300	Wireless bill 4/2022	101.48
06/22	06/08/2022	61422100	VERIZON WIRELESS	9905929485	01-44-5300	Wireless bill 4/2022	158.06
06/22	06/08/2022	61422100	VERIZON WIRELESS	9905929485	01-47-5300	Wireless bill 4/2022	160.04
06/22	06/08/2022	61422100	VERIZON WIRELESS	9905929485	01-48-5300	Wireless bill 4/2022	50.75
06/22	06/08/2022	61422100	VERIZON WIRELESS	9905929485	06-40-5300	Wireless bill 4/2022	40.01
Total 61422100:							1,619.52
Grand Totals:							358,482.66

Summary by General Ledger Account Number

GL Account	Debit	Credit	Proof
01-02-2000	1,320.84	152,561.38-	151,240.54-
01-02-2308	200.00	.00	200.00
01-02-2310	37,926.06	.00	37,926.06
01-02-2615	6,256.00	.00	6,256.00
01-11-4112	250.00	.00	250.00
01-40-5066	182.26	.00	182.26
01-40-5068	155.00	.00	155.00
01-40-5200	295.64	.00	295.64
01-40-5201	1,723.00	.00	1,723.00
01-40-5205	301.27	.00	301.27
01-40-5210	215.89	30.99-	184.90
01-40-5300	40.01	.00	40.01
01-40-5305	840.65	.00	840.65
01-40-5310	120.75	.00	120.75
01-40-5315	229.33	.00	229.33
01-40-5331	7,241.97	.00	7,241.97
01-40-5332	3,000.00	.00	3,000.00
01-40-5353	700.00	.00	700.00
01-40-5401	10,927.44	.00	10,927.44
01-40-5700	56.43	.00	56.43
01-40-5705	77.98	.00	77.98
01-41-5066	7.05	.00	7.05
01-41-5212	8,005.53	.00	8,005.53
01-41-5330	100.00	.00	100.00
01-41-5341	1,278.91	.00	1,278.91
01-41-5700	16.37	.00	16.37
01-41-5841	500.00	.00	500.00
01-42-5066	310.94	.00	310.94
01-42-5075	838.50	.00	838.50
01-42-5200	150.11	.00	150.11
01-42-5201	549.98	264.00-	285.98
01-42-5210	249.25	.00	249.25
01-42-5216	471.09	.00	471.09

GL Account	Debit	Credit	Proof
01-42-5254	340.43	.00	340.43
01-42-5300	1,069.17	.00	1,069.17
01-42-5305	389.92	.00	389.92
01-42-5310	25.19	.00	25.19
01-42-5325	132.45	.00	132.45
01-42-5330	637.46	.00	637.46
01-42-5331	713.97	.00	713.97
01-42-5346	190.00	.00	190.00
01-42-5700	195.63	.00	195.63
01-43-5066	172.42	.00	172.42
01-43-5200	9.80	.00	9.80
01-43-5201	364.13	.00	364.13
01-43-5300	101.48	.00	101.48
01-43-5460	26,787.24	.00	26,787.24
01-43-5700	226.01	.00	226.01
01-44-5066	122.13	.00	122.13
01-44-5075	36.00	.00	36.00
01-44-5201	3,115.00	.00	3,115.00
01-44-5210	23.98	.00	23.98
01-44-5216	1,035.83	465.84-	569.99
01-44-5253	9.30	.00	9.30
01-44-5254	69.99	.00	69.99
01-44-5255	29.98	.00	29.98
01-44-5300	158.06	.00	158.06
01-44-5305	3,223.57	.00	3,223.57
01-44-5369	7.65	.00	7.65
01-45-5066	126.28	.00	126.28
01-45-5210	157.50	.00	157.50
01-45-5215	1,031.49	.00	1,031.49
01-45-5253	3.33	.00	3.33
01-45-5305	3,496.70	.00	3,496.70
01-45-5310	60.37	.00	60.37
01-45-5348	4,131.05	.00	4,131.05
01-45-5371	8,475.00	.00	8,475.00
01-45-5372	1,672.66	.00	1,672.66
01-47-5066	185.23	.00	185.23
01-47-5210	121.72	.00	121.72
01-47-5215	19.98	.00	19.98
01-47-5216	65.03	.00	65.03
01-47-5300	160.04	.00	160.04
01-47-5310	674.16	.00	674.16
01-47-5330	20.30	.00	20.30
01-47-5405	1,584.90	.00	1,584.90
01-48-5040	1,000.00	.00	1,000.00
01-48-5066	28.22	.00	28.22
01-48-5300	50.75	.00	50.75
01-49-5066	76.32	.00	76.32
01-49-5075	165.85	.00	165.85
01-49-5220	1,012.06	.00	1,012.06
01-49-5236	3,144.51	560.01-	2,584.50
01-49-5260	1,094.02	.00	1,094.02
01-49-5265	897.36	.00	897.36
01-49-5330	339.00	.00	339.00
01-49-5331	17.00	.00	17.00
01-49-5349	334.36	.00	334.36
01-49-5700	11.99	.00	11.99
04-02-2000	.00	26,182.50-	26,182.50-

GL Account	Debit	Credit	Proof
04-44-5252	1,927.50	.00	1,927.50
04-44-5360	2,520.00	.00	2,520.00
04-44-5361	21,735.00	.00	21,735.00
06-02-2000	5,929.32	146,502.72-	140,573.40-
06-02-2005	.00	5,929.32-	5,929.32-
06-02-2310	2,685.87	.00	2,685.87
06-40-5066	79.96	.00	79.96
06-40-5205	357.10	.00	357.10
06-40-5300	40.01	.00	40.01
06-40-5401	284.52	.00	284.52
06-40-5405	683.37	.00	683.37
06-40-5410	164.62	.00	164.62
06-47-5231	3,354.00	.00	3,354.00
06-47-5253	3.33	.00	3.33
06-47-5305	4,267.48	.00	4,267.48
06-47-5310	89.26	.00	89.26
06-47-5390	5,043.84	.00	5,043.84
06-47-5391	675.96	.00	675.96
06-47-5392	432.90	.00	432.90
06-47-5552	1,656.00	.00	1,656.00
06-47-5556	123,254.50	.00	123,254.50
06-47-5557	3,430.00	.00	3,430.00
09-02-2000	.00	3,077.95-	3,077.95-
09-50-5511	3,077.95	.00	3,077.95
11-02-2000	.00	150.36-	150.36-
11-40-5210	150.36	.00	150.36
14-02-2000	1,787.37	35,747.47-	33,960.10-
14-02-2005	.00	1,787.37-	1,787.37-
14-40-5500	35,747.47	.00	35,747.47
20-02-2000	.00	3,249.93-	3,249.93-
20-02-2310	2,220.87	.00	2,220.87
20-40-5066	76.09	.00	76.09
20-40-5401	196.04	.00	196.04
20-40-5700	756.93	.00	756.93
99-01-1075	47.88	.00	47.88
99-02-2000	.00	47.88-	47.88-
Grand Totals:	376,557.72	376,557.72-	.00

Report Criteria:

Report type: GL detail



Agenda Item Summary

MEETING DATE: June 13, 2022

SUBJECT: Resolution No. 44-R-2022 - A Resolution of the Town of Mead, Colorado, Approving the 2nd Amendment to Special Project Task Order for Felsburg Holt & Ullevig, Inc. to Complete Final Design of the 3rd and Welker Intersection in Compliance with Applicable Federal Grant Requirements

PRESENTED BY: Erika Rasmussen, Town Engineer/Public Works Director

SUMMARY

In 2020, the Town approved a special project task order with Felsburg Holt and Ullevig (FHU) to design the 3rd Street and Welker intersection (the “Project”).

While the Project design effort is generally complete, the approval of an expanded scope of services from FHU is required due to the recent \$1.6 million award of federal grant funds for design and construction of the Project. Federal projects require significantly more detailed real estate acquisition plans and environmental analysis that was not included in the project scope up to this point.

New environmental scope includes environmental data collection and technical reporting relative to air quality and greenhouse gases, noise analysis and modeling, hazardous materials, biological resources, and historic resources. The right of way (ROW) added scope includes property acquisition services for five (5) additional properties not included in the original scope, as well as ROW plans for all property acquisitions per CDOT requirements. The fee also includes anticipated coordination with CDOT and related updates to the construction plans based on CDOT review comments, and survey utility engineering test holes (SUE) required by Colorado Senate Bill SB18-167 (not included in the original scope).

The total of this request is \$293,896. While this number increases the total funds encumbered for Project design to \$587,277 (as detailed below), federal grant requirements are significant, and it is commonly understood in the industry that projects that include Federal grant funding cost more. The benefit of the \$1.6 million grant is the offset to Town impact funds that can otherwise be used for additional transportation projects.

FINANCIAL CONSIDERATIONS

Original Task Order	\$ 268,391	Design – Non-federal
1 st Amendment	\$ 24,990	Design - Traffic Signal
2 nd Amendment	\$ 293,896	<i>Design – New scope per federal requirements</i>
Project Total	\$ 587,277	

Funds are available in the Transportation Fund (14-40-5500). This request is for an amount not to exceed \$293,896.

For reference, Project funding sources include:

Mead Urban Renewal Authority	\$1,250,000
DRCOG TIP (Federal) Grant	\$1,600,000
<u>Transportation Impact Fund</u>	<u>\$1,450,000</u>
Project Cost	\$4,300,000

STAFF RECOMMENDATION/ACTION REQUIRED

This item is included on the June 13, 2022 regular meeting consent agenda. A motion to approve the consent agenda will approve the Resolution (and approve the expenditure of the NTE amount of \$293,896 as detailed in the Task Order – 2nd Amendment).

If this item is pulled off of consent for questions or additional discussion, Town Staff recommends the following motion:

Recommended Motion:

“I move to adopt Resolution No. 44-R-2022 – a Resolution of the Town of Mead, Colorado, approving the 2nd Amendment to Special Project Task Order for Felsburg Holt & Ullevig, Inc. to complete final design of the 3rd and Welker intersection in compliance with applicable Federal grant requirements, **for an amount not to exceed \$293,896.**”

ATTACHMENTS

Resolution No. 44-R-2022
FHU Letter of Proposal
FHU Task Order (2nd Amendment)

**TOWN OF MEAD, COLORADO
RESOLUTION NO. 44-R-2022**

**A RESOLUTION OF THE TOWN OF MEAD, COLORADO, APPROVING
THE 2ND AMENDMENT TO SPECIAL PROJECT TASK ORDER FOR
FELSBURG HOLT & ULLEVIG, INC. TO COMPLETE FINAL DESIGN OF
THE 3RD AND WELKER INTERSECTION IN COMPLIANCE WITH
APPLICABLE FEDERAL GRANT REQUIREMENTS**

WHEREAS, the Town of Mead is authorized under C.R.S. § 31-15-101 to enter into contracts for any lawful municipal purpose; and

WHEREAS, the Board of Trustees previously approved that certain Agreement for Professional Services between Felsburg Holt & Ullevig, Inc. (“Contractor”) and the Town of Mead for on-call traffic engineering services, including special projects, dated April 8, 2019, as extended by that certain Agreement for Professional Services 2022 Extension (the “Agreement”); and

WHEREAS, the Board of Trustees previously approved Task Order No. 2020-010 by Resolution No. 67-R-2020 dated July 27, 2020 (“Original Task Order”) for design services related to the 3rd and Welker Intersection Improvement Project (the “Project”); and

WHEREAS, the Town previously approved Task Order No. 2020-016 (“Task Order - 1st Amendment”) for additional design services related to the Project; and

WHEREAS, the Town has need of Contractor’s services to assist with completing the final design of the Project to comply with federal grant requirements, including services to be provided by Contractor and approved subcontractors including but not limited to 105WEST, Inc., Goodbee & Associates Inc., Kumar & Associates, Inc. and TRS Corp. related to additional environmental and ROW acquisition services required for the Project (the “Project Expanded Scope of Services”); and

WHEREAS, in accordance with the terms of the Agreement, Task Order No. 2022-005 – 2nd Amendment, attached hereto as **Exhibit 1** (“Task Order – 2nd Amendment”), has been prepared for the Project Expanded Scope of Services; and

WHEREAS, the total cost for completion of the Project Expanded Scope of Services is two hundred ninety-three thousand eight hundred ninety-six dollars (\$293,896.00), inclusive of costs of the Contractor and approved Project subcontractors, as set forth and detailed in the Task Order – 2nd Amendment; and

WHEREAS, approval of the Task Order – 2nd Amendment will authorize total expenditures on Project design services of \$587,277.00 (inclusive of the funds encumbered under the Original Task Order and Task Order – 1st Amendment); and

WHEREAS, the Board of Trustees desires to approve the Task Order – 2nd Amendment in substantially the form attached to this Resolution and delegate authority to the Town Manager to execute the Task Order – 2nd Amendment on behalf of the Town.

NOW THEREFORE, BE IT RESOLVED by the Board of Trustees of the Town of Mead,

Weld County, Colorado, that:

Section 1. The Board of Trustees hereby: (a) approves the Task Order – 2nd Amendment with the Contractor in substantially the same form as is attached hereto and incorporated herein; (b) authorizes the Town Manager, in consultation with the Town Attorney, to make any non-material or non-substantive changes to the Task Order – 2nd Amendment as may be necessary that do not increase the Town’s obligations; and (c) authorizes the Town Manager to execute the Task Order – 2nd Amendment when in final form.

Section 2. Effective Date. This Resolution shall become effective immediately upon adoption.

Section 3. Certification. The Town Clerk shall certify to the passage of this Resolution and make not less than one copy of the adopted resolution available for inspection by the public during regular business hours.

INTRODUCED, READ, PASSED, AND ADOPTED THIS 13th DAY OF JUNE, 2022.

ATTEST:

TOWN OF MEAD

By: _____
Mary E. Strutt, MMC, Town Clerk

By: _____
Colleen G. Whitlow, Mayor

Exhibit 1
Task Order No. 2022-005

[see attached task order and memorandum]

April 21, 2022, Rev. May 18, 2022

Ms. Erika Rasmussen, PE
Town Engineer/Public Works Director
Town of Mead
441 Third Street
Mead, Colorado 80542

Reference: Proposal for Engineering Design Services
3rd Street/Welker Avenue Intersection Improvements
Amendment 2

Dear Ms. Rasmussen:

Congratulations on receiving state construction funds for the project. Per our discussion with the Town at the March progress meeting for the project, Felsburg Holt & Ullevig (FHU) is submitting this contract **amendment** for additional services required to complete the project design and ROW process. These additional services include environmental services, test holes, ROW plans, additional ROW acquisitions services and additional project support through advertisement.

The overall project scope of work is divided generally into four segments: Environmental Services, Test Holes, ROW, and other project support.

FHU proposes the following scope of work and fee estimate to complete the project.

Task 1a – Meetings and Project Management

It is anticipated that 10 additional design review/coordination meetings with Town staff will be required to discuss specific questions, comments, or issues related to the project. Additionally, we have scoped a ROWPR meeting and a combined FIR/FOR review meeting which will include CDOT staff. Kat will manage budget and schedule and prepare monthly progress reports that will be submitted with invoices.

**Task 1b – Data Collection
Environmental Services**

The town of Mead is coordinating with the Colorado Department of Transportation (CDOT) for this project, as such, the project must comply with the requirements of the National Environmental Policy Act (NEPA). FHU in coordination with CDOT have identified the Programmatic Categorical Exclusion (CatEx) as the appropriate level of documentation. The CatEx will evaluate the Proposed Action and include the items necessary for completion of the CDOT CatEx Form 128. The following technical reports and technical memoranda will be prepared in support of the CatEx.

- **Air Quality (AQ) and Greenhouse Gases (GHG)** – This project location is in an air quality attainment area for carbon monoxide and particulate matter but in a nonattainment area for ozone. As such, ozone conformity documentation related to Clean Air Act requirements is necessary. FHU will prepare an AQ technical report in accordance with CDOT's Air Quality Project-Level Analysis Guidance and CDOT's NEPA Manual to document air quality findings. The AQ report will address, as necessary, these Clean Air Act criteria pollutants, mobile source air toxics, GHGs, construction impacts, and mitigations. No hot spot modeling is anticipated or included in this scope of work.

Currently, CDOT's AQ requirements are in flux from new State requirements (CRS 43-1-128) that apply to "regionally significant transportation capacity projects," with a NEPA decision after July 1, 2022. This project is not likely to reach the threshold for those requirements. Therefore, FHU's

scope of work does not include the air quality modeling, monitoring, and planning requirements under CRS 43-1-128.

- **Noise** – According to CDOT’s Noise Analysis and Abatement Guidelines (NAAG), if a project “halves the distance” between the traffic noise source and the closest receptor, then the project is considered Type I (which requires a detailed noise analysis). Based on current design of the intersection improvement project, footprint of the through travel lanes is shifting closer to potential noise sensitive receptors. If the “halving the distance” threshold is met and CDOT does consider this project as Type I, then FHU will perform noise analysis and modeling and will develop a noise technical report. If the project is not considered Type I, then detailed analysis is not required, and a memorandum would be developed to document that finding.

For purposes of this fee estimate, FHU has assumed the project would be considered Type I and the following tasks will be required. This scope of work and budget will be reduced accordingly, if CDOT determines the project is not Type I. At this time, FHU’s fee estimate includes the following Type I-related tasks:

- Coordinate with CDOT and Town of Mead to confirm project scoping needs and next steps.
 - Confirm the noise study zone for the build condition.
 - Conduct desktop and field reconnaissance to confirm land use/receptors in the noise study zone. Two noise measurements along the project corridor will be collected for noise model validation purposes. Corresponding traffic counts and traffic speeds will be collected also.
 - Use readily available existing and future traffic data from the project, Town of Mead, CDOT’s Online Transportation Information System, MS2 system, and/or the worst noise level volumes (NAAG Exhibit 3) in support of the noise modeling analysis. This environmental scope of work does not involve FHU conducting additional traffic operations analysis.
 - Use design data developed by FHU for noise modeling/analysis efforts.
 - Conduct traffic noise modeling using TNM Version 2.5 software for the following conditions:
 - Model validation
 - Existing conditions
 - Build conditions with improvements in place
 - Evaluate noise levels. Identified noise impacts in the noise study zone will be assessed for noise abatement as required by the NAAG.
 - Document noise findings in a draft and final noise technical report, using CDOT’s template. TNM model files will be provided.
 - This scope of work does not include conducting a survey of benefitting receptors or doing noise abatement final design, if warranted. If those tasks are requested, a change order will be discussed with the Town of Mead.
- **Hazardous Materials** – An Initial Site Assessment (ISA) will be completed, including CDOT Form 881, based on the project footprint and design. An FHU staff member, skilled and experienced in identifying hazardous materials and waste issues, will perform a site reconnaissance of the study area

and surrounding areas to evaluate present conditions. Review records for the study area based on the ASTM and AAI standards, unless otherwise specified. FHU will contract with ERIS, an independent data search service, to assist with regulatory agency records review.

FHU will prepare an ISA technical report and Form 881 that will include the study area which summarizes the above analyses and meets ASTM and AAI standards. The final report will include findings and recommendations regarding potential risks, unknowns, and future investigations. Should the creation of mitigation measures (e.g., Revised Section 250 Specification) be necessary, this task will also be completed. No soil or water testing will be conducted.

- **Biological Resources** – A biological resources assessment will be conducted. The biological resources assessment will include identifying migratory birds, wildlife, vegetation and noxious weeds. A Biological Resources Tech Memo will be prepared and included as supporting documentation for the CatEx.
- **Historic Resources** – A historic resources assessment will include coordination with the CDOT Region 4 Historian and State Historic Preservation Officer (SHPO). In coordination with CDOT Region 4 Staff Historians, FHU will determine the Area of Potential Effects (APE), which includes any areas that may be impacted by direct or indirect effects of the proposed intersection improvements project. It is anticipated that one segment of the now abandoned Great Western Railway (SWL.841) will require survey and documentation. Further coordination with CDOT and the Office of Archeology and Historic Preservation (OAHP) will be required. Properties 45 years and older (1977 and older) will be analyzed as for this project. It is anticipated that seven (7) previously unsurveyed properties meeting the minimum age requirement of 45 years are located within the APE and will require evaluation for eligibility utilizing OAHP Form 1403 – Architectural Inventory Forms. A site visit will be conducted to assess and document potential historic resources within the APE.

Following OAHP site form documentation, FHU will prepare a SHPO consultation letter for compliance with Section 106 of the National Historic Preservation Act. An historic technical report will be provided to document the project's findings and outline determinations of Section 106 eligibility and effects. These documents in addition to the survey forms, maps, and photos will be provided to CDOT for review and submittal to the SHPO.

It is not anticipated that an adverse effect will result from this assessment; however, if an adverse impact is identified, additional evaluation beyond this scope would be required. Anticipated impacts and any potential mitigation will be documented as part of this project.

CDOT Environmental Staff will complete the following resources tasks. FHU will coordinate with CDOT Region 4 for these resources.

- Archaeological/Paleontological Resources
- Wetlands, and other waters of the U.S.
- Threatened and Endangered species

The following environmental resources are anticipated to have no impacts and are not included during this evaluation.

- Floodplains
- Land Use
- Geologic Resources and Soils
- Social Resources

- Economic Resources
- Section 4(f)/6(f)
- Environmental Justice
- Visual Resources

Test Holes

Goodbee and Associates will advance utility test holes at no more than 27 locations. “Quality Level A” is anticipated at these locations. Goodbee and Associates will provide signed and sealed test hole sheets that will be incorporated into the utility coordination plans developed by FHU. The original SUE plans developed by Clark Land Survey will remain separate and be provided at the back of the plan set.

Task 2c – Legal Descriptions and Exhibits

ROW Plans

Due to the federal funding requirements, CDOT will require ROW plans for the project. 105 West will develop and stamp ROW plans by utilizing the ROW linework developed as part of the earlier project phases. 105 West will also provide stamped legal descriptions. It is assumed CDOT will require an initial and final ROW plans submittal prior to ROW authorization to acquire. TRS will provide title work.

Task 3 – Additional ROW Acquisition

TRS was originally scoped in 2020 to provide ROW acquisition services. The original scope assumed 6 properties. This amended scope includes 11 properties with 9 owners. Additionally the updated scope assumes the additional services required for federally funded projects. See TRS scope of work for additional information.

Task 4c – Bid Solicitation and Construction

Bid plans

Due to the CDOT oversight and passage of time between the 90% submittal, the plans, specifications and opinion of cost will be revisited. FHU anticipates an early 2023 advertisement date. Prior to advertisement, the plans set will be updated to current specifications, updated cost data and will be updated to reflect CDOT FIR/FOR comments. Additionally FHU will update the plans to reflect data collected from the test holes as well as any utility updates from the Town, Xcel, United Power, Unite, Lumen or LTWD.

CDOT hydrologic and hydraulic criteria will be evaluated with the Town criteria to determine which is more conservative. The drainage design will be updated accordingly. It is assumed that the differences in criteria, if any will not be significant and will not result in significant changes to the drainage design. Subsequent to the plans being shelved, the project limits were extended, but the drainage design was not completed for that extension. The drainage design will be completed with this amendment including the proposed basins, hydrologic calculations, inlet calculations and storm sewer calculations.

The existing swale on the southwest corner of 3rd and Welker will be investigated to provide water quality in the form of a water quality swale. No other water quality is assumed as part of this project. Detention is not included in the scope of this project.

The erosion control plans will be updated based on any design changes, and a stormwater management plan (SWMP) will be developed per CDOT criteria.

CDOT Clearances

FHU will assist the Town in providing the required documentation to receive CDOT authorization to advertise. This authorization is anticipated to require Utility, ROW and Environmental Clearance from CDOT. The scope of work is expected to require coordination between the land agent, Town and CDOT,

utility clearance letter and coordination on required signatures, CDOT form 859 and construction schedule, and environmental coordination once the required documentation is submitted.

Schedule

Upon Notice to Proceed for this amendment, we anticipate the additional environmental clearances, ROW plans and acquisitions to be completed by the end of 2022 which would allow the project to be advertised in early 2023. Construction is expected to start in Spring 2023.

Fee Estimate

For the above scope of work, see attached for personnel, hours, and fee (based on our 2022 billing rates attached). In summary, we estimate the following not to exceed fee:

Total Not to Exceed fee for this amendment: **\$293,896.**

Our costs will be invoiced monthly on a time and material basis.

If necessary, FHU will evaluate any unforeseen work efforts that have not been identified above and discuss them with Town staff before conducting the work. If the conditions of this proposal are acceptable, please sign this proposal and return as our contract for these additional services.

Please feel free to contact me if you have any questions. Thank you for the opportunity to continue our work with the Town of Mead.

Sincerely,

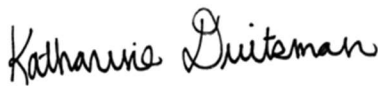
FELSBURG HOLT & ULLEVIG



Jenny Young, PE
Principal

Accepted By

Title



Katharine Duitsman, PE
Project Manager

Date

2022 Rate Sheet

The following hourly billing rates apply to all “Time and Materials” contracts.

Staff Rates

Principal III	\$300
Principal II	\$260
Principal I	\$235
Associate.....	\$225
Advanced Mobility Director.....	\$250
Sr Adv. Mobility Engineer/Strategist.....	\$200
Adv. Mobility Lead Engineer/Strategist V.....	\$185
Adv. Mobility Engineer/Strategist IV.....	\$160
Adv. Mobility Engineer III.....	\$135
Adv. Mobility Analyst III.....	\$130
Adv. Mobility Engineer II.....	\$120
Adv. Mobility Analyst II.....	\$115
Adv. Mobility Engineer I.....	\$105
Adv. Mobility Analyst I.....	\$90
Sr. Engineer	\$200
Engineer V	\$185
Engineer IV	\$155
Engineer III.....	\$135
Engineer II.....	\$120
Engineer I.....	\$105
Sr. Env. Scientist/Transportation Planner.....	\$195
Env. Scientist/Transportation Planner V.....	\$175
Env. Scientist/Transportation Planner IV.....	\$155
Env. Scientist/Transportation Planner III.....	\$130
Env. Scientist/Transportation Planner II.....	\$115
Env. Scientist/Transportation Planner I.....	\$105
GIS Manager.....	\$170
GIS Specialist IV.....	\$155
GIS Specialist III.....	\$130
GIS Specialist II	\$115
GIS Specialist I	\$105
Lead ITS Specialist	\$200
CADD Manager/Lead Designer	\$195
Sr. Designer/Project Technician.....	\$170
Designer V/Project Technician V.....	\$155
Designer IV/Project Technician IV.....	\$140
Designer III/Project Technician III.....	\$115
Designer II/Project Technician II.....	\$100
Designer I/Project Technician I.....	\$90
Sr. Construction Technician	\$180
Construction Technician V.....	\$155
Construction Technician IV	\$130
Construction Technician III.....	\$115

Construction Technician II	\$100
Construction Technician I.....	\$85
Graphic Design Manager.....	\$155
Graphic Design Specialist V.....	\$145
Graphic Design Specialist IV.....	\$135
Graphic Design Specialist III.....	\$120
Graphic Design Specialist II	\$105
Graphic Design Specialist I	\$90
Intern I.....	\$60
Marketing Manager	\$150
Marketing Specialist.....	\$115
Systems Administrator	\$120
Sr. Administrative Assistant	\$120
Administrative.....	\$90

Other Direct Costs

Plots

Bond.....	\$0.31/sq ft
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Prints

Black and White.....	\$0.12/print
Color	\$0.19/print

Presentation Boards

Bond Foam Core Mounted	\$1.51/sq ft
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Travel

Mileage.....	\$0.56/Mile
(or current allowable Federal rate)	
Truck (Construction)	\$45.00/day
Parking.....	Actual Costs
Lodging/Airfare.....	Actual Costs

Other Miscellaneous Costs

Courier/Postage	Actual Costs
Per Diem.....	Actual Costs
Subconsultants/Vendors.....	Actual Costs

Other direct costs are reimbursed at a rate of 1.1 times the rates above and/or actual costs.

Town of Mead-3rd/Welker Intersection Improvements-Amendment 2

 TASK DESCRIPTION Hourly Rate (2022)	FHU PROFESSIONAL FEE (LABOR)															ODC and SUB CONSULTANTS							TOTAL BY TASK					
	Jenny Young, Principal II Project Principal/QAQC	Kevin Maddoux, Principal II Environmental QAQC	Kat Duitsman, Senior Engineer Project Manager	Larry Lang, Senior Engineer Traffic Design Lead	Stephen Donegan, Engineer II Roadway/Utilities Lead	Kendra Gabbert, Sr. Engineer Drainage Lead	Tamara Keefe, Env.Scientist V Env. Lead	Amanda Cushing, Env. Scientist V Hazardous Materials	Jodie Snyder, Env. Scientist V Air/Noise	Jake Lloyd, Env. Scientist IV Historic Resources	Neal Goffinet, Env. Scientist IV Biological Resources	Jake Fritz, Env. Scientist III Noise/GIS	Kelly Turner, Designer IV Drainage Support	Souzana Yang, Engineer III	David Marsh, Engineer I Traffic Design Engineer	Zane Matz, Engineer I Roadway Design Engineer	Linda Stuchlik Sr. Administrative Assistant	SUBTOTAL FU LABOR (Hr.)	SUBTOTAL FHU LABOR (\$)	Other Direct Costs/ Expenses/ Vendors (FHU)	105West (ROW Plans)	Goodbee and Associates (Test Holes)		Kumar and Associates (Geotech)	TRS (ROW Acquisition)	SUBTOTAL ODD + SUB CONSULTANTS	TOTAL	
	\$ 260	\$ 240	\$ 200	\$ 200	\$ 120	\$ 185	\$ 175	\$ 175	\$ 175	\$ 155	\$ 155	\$ 130	\$ 140	\$ 135	\$ 120	\$ 105	\$ 120											
TASK 1a- MEETINGS AND PROJECT MANAGEMENT																												\$ 24,620
Project Management			48															48	\$ 9,600	\$ 2,000						\$ 2,000	\$ 11,600	
Meetings																												
Additional Monthly Progress Meetings	5		20	5	10	5	5											50	\$ 9,300							\$ -	\$ 9,300	
CDOT ROWPR			4		2													6	\$ 1,040							\$ -	\$ 1,040	
CDOT FIR/FOR Meeting	2		4	2	2	2	2											14	\$ 2,680							\$ -	\$ 2,680	
TASK 1b- DATA COLLECTION/TRAFFIC ANALYSIS																												\$ 115,256
Environmental		6					36	42	80	114	30	24						332	\$ 54,530	\$ 400						\$ 400	\$ 54,930	
Utility Test Holes																		0	\$ -			\$ 58,681				\$ 58,681	\$ 58,681	
Geotech Updates																		0	\$ -			\$ 58,681	\$ 1,645			\$ 1,645	\$ 1,645	
TASK 1c- ROW MAPPING																												
TASK 1d- CONCEPTUAL DESIGN AND ALTERNATIVES																												
TASK 2a- PRELIMINARY DESIGN AND PLAN PREPARATION																												
TASK 2b- PRELIMINARY PUC APPLICATION AND RR COORDINATION																												
TASK 2c- LEGAL DESCRIPTIONS AND EXHIBITS																												\$ 23,875
ROW Plans																		0	\$ -		\$ 23,875					\$ 23,875	\$ 23,875	
TASK 3- ROW ACQUISITION (5 ADDITIONAL PROPERTIES ASSUMED)																												\$ 79,295
Additional ROW Acquisition Services																		0	\$ -						\$ 79,295	\$ 79,295	\$ 79,295	
TASK 4a- FINAL DESIGN AND PLAN PREPARATION																												
TASK 4b- FINAL PUC AND RR COORDINATION																												
TASK 4c- BID SOLICITATION AND CONSTRUCTION																												\$ 50,850
Updated Bid Documents	1		16		24	56						56	106	8	40	2	309	\$ 44,250								\$ -	\$ 44,250	
CDOT Clearances			24		8													40	\$ 6,600							\$ -	\$ 6,600	
	8	6	116	7	46	63	43	42	80	114	30	24	56	106	8	48	2	799	\$ 128,000	\$ 2,400	\$ 23,875	\$ 58,681	\$ 1,645	\$ 79,295	\$ 165,896	\$ 293,896		



4201 E. Yale Ave., STE 230
Denver, CO 80222
Phone 303-859-4491

April 19, 2022

Ms. Katharine M. Duitsman, PE
Senior Transportation Engineer
Felsburg Holt & Ullevig
Plaza Tower One
6400 S Fiddlers Green Circle, Suite 1500
Greenwood Village, CO 80111

RE: 3rd Street and Welker Avenue Intersection Improvements Right-of-Way Plans – Town of Mead

Dear Kat

105 West, Inc., (105 West) appreciates the opportunity to offer our proposal providing professional surveying services for the above-referenced project.

SCOPE OF SERVICES

Task A – Meetings/ Mobilization, Coordination

105 West will attend meetings with the appropriate agencies. 105 West anticipates attending four (4) project team meetings with Felsburg Holt & Ullevig (FHU), Town of Mead, and CDOT Personnel. As part of this task 105 West will develop work plans, mobilize staff, and keep the Consultant Manager updated relative to the survey team's progress or any concerns

Task B – Final Ownership/ROW Map

In order to determine the existing right-of-way limits of the project corridor, 105 West will obtain vesting deed information for approximately thirty (30) parcels located within the survey limits. Based on this information, 105 West will survey approximately four (4) aliquot land corners associated with the adjoining parcel deeds along with any existing property evidence and prepare a final ownership/right-of-way map based on record information.

Task C – Final Right-of-Way Plans

Based on the geometry provided to us by FHU, 105 West will prepare right-of-way plans for a total of fourteen (14) property impacts (i.e. acquisitions, PEs, TEs) along the project corridor. The final right-of-way plans will be in accordance with both Colorado Department of Transportation Survey and Right-of-Way manual requirements and satisfactory for a Right-of-Way Plan Review (ROWPR). For the purposes of our proposal, we have assumed that the title commitments for the impacted properties will be provided to us by others. In addition, 105 West will prepare written legal descriptions in accordance with both Colorado Department of Transportation Survey and Right-of-Way manual requirements and satisfactory for a final approved set of ROW plans.

Task D – Appraisal Staking

105 West will provide temporary field staking to delineate the proposed right-of-way and easement acquisitions. Field personnel will use 4-foot lath and flagging to identify the locations of the property impacts for visual purposes.

Task E – Right-of-Way Monumentation

After construction has been completed, 105 West will install approximately twenty-four (24) permanent monuments similar to CDOT type I monuments. Our process will be similar in nature with the CDOT Survey Manual, Chapter 2. Prior to setting the final monuments, 105 West will first place a temporary wooden marker at each of the twenty-four (24) ROW corner locations and utility locates (811 Service) will be called in to ensure the location is free of buried underground utilities. Once cleared for installation, 105 West will install the monuments in accordance with CDOT Survey Manual, Chapter 5.

Task F – Final ROW Plans

105 West will update ROW plans to include reception numbers of newly acquired parcels along with any changes that could result of installing the ROW monuments in Task E. As part of this task, 105 West will produce a 24” x 36” plan set and deposit the documents at the Weld County Clerk & Records office. Once recorded, 105 West will provide CDOT with the reception number and a copy of the plan set. 105 West will provide CDOT with the associated MicroStation files, final PDFs, Tabulation Sheets, and the GIS DGN.

FEES

Our fee breakdown is as follows: *Please see the attached Fee Schedule dated April 19, 2022.*

SCHEDULE

Upon your written notice to proceed and receipt of our fully executed agreement, we are prepared to commence work immediately. We anticipate completing Task A-C within eight (8) weeks. The remaining Tasks D-F are at the schedule discretion of others.

Thank you for the opportunity to provide our services to you. Please contact us if you have any questions.
Sincerely,

105 West, Incorporated



Robert C. Maestas, PLS
Director of Surveying and Mapping Services

105 West

19-Apr-22

Fee Schedule

Town of Mead 3rd & Walker ROW

TASK / DELIVERABLE	105 West Staff							105 West Totals			TOTALS
	Director of Survey/Mapping	Survey Manger	Project Surveyor	Survey Technician	Party Chief	Instrument Operator	GPS/Robotic (1-Man)	Professional Service Hours	Professional Service Fee	105 West's Other Direct Costs and Subconsultants	Professional Service Fee and Other Direct Costs
	\$140	\$135	\$120	\$100	\$95	\$70	\$135				
SCOPE OF WORK											
Activity 1 - Survey & Mapping											
Task A - Meetings/ Mobilization, Coordination	4	6	8					18	\$ 2,330		\$ 2,330
Task B - Final Ownership/ROW Map	1	5	8	16	16	16		62	\$ 6,015		\$ 6,015
Task C - Final Right-of-Way Plans	3	6	10	32				51	\$ 5,630		\$ 5,630
Task D -Appraisal Staking		1	2	4			10	17	\$ 2,125		\$ 2,125
Task E - Right-of-Way Monumentation		1	2	4	24	24	10	65	\$ 6,085		\$ 6,085
Task F - Final ROW Plans	1	2	4	8				15	\$ 1,690		\$ 1,690
											\$ 23,875
TOTALS	9	21	34	64	40	40	20	228	\$ 23,875	\$ -	\$ 23,875

Scope and Fee Estimate
4/12/2022

Task	Description of Activities /Assumptions	Principal	Project Manger IV	Project Manager III	Project Manager II	Project Manager I	Designer III	Designer II	Designer I	CAD I	Administrator	Survey Party Chief	SUE Technician II	SUE Technician I	Total Hrs.
		\$185/hr	\$170/hr	\$150/hr	\$135/hr	\$125/hr	\$115/hr	\$110/hr	\$100/hr	\$80/hr	\$110/hr	\$125/hr	\$110/hr	\$90/hr	
Project Mgmt.	Project Meetings (assume 1 meeting)				1										1
	Monthly progress reports and invoicing. Assume 2 invoices.	1			2						2				5
	Utility Record Data Collection (QL-D): FHU will provide utility records from previous SUE investigations to Goodbee for use in QL-A verification.				4										4
	Utility Designating (QL-B): Excluded, completed by others in previous phase														0
Final Design - Utilities	Utility Test Holes QL-A: Complete test holes in the quantity noted in ODCs below. Provide utility CAD file with test hole survey data. Review and seal test hole table and data sheets.		2		16			14	12			30	63	8	145
	Utility Coordination: Excluded														0
SUBTOTAL LABOR		1	2	0	23	0	0	14	12	0	2	30	63	8	155

Total Cost (2022 Rate Sheet)
\$135
\$675
\$540
\$0
\$16,640
\$0
\$17,990

Other Direct Costs (ODC)

Item	Units	Unit Price	Subtotal
SUE QL-A mileage	840	\$ 0.585	\$491
SUE QL-A survey equipment use fee	3	\$ 100	\$300
SUE QL-A vacuum excavation (estimated vendor charges)	28	\$ 800	\$22,400
SUE QL-A test hole hot patch / flow fill restoration for half of test holes (estimated vendor charges)	14	\$ 500	\$7,000
SUE QL-A traffic control (estimated vendor charges)	7	\$ 1,500	\$10,500
Permitting - assume permitting fees and costs waived by agencies, if not waived will be billed at cost			
SUBTOTAL ODCs			\$40,691

Total Estimate = \$58,681

Assumptions and Exclusions:

- 1 Intersection improvements at 3rd and Welker in Mead. Goodbee is providing QL-A test holes.
- 2 Assume a 3-month period of performance (assume June 2022 through August 2022).
- 3 CAD work in AutoCAD.
- 4 SUE plans and utility relocation plans excluded. Note as utility relocation CAD by prime, Goodbee is not able to stamp plans for utility relocations.
- 5 Water and sanitary relocation design excluded.
- 6 QL-B SUE investigations were completed by others. Goodbee will not revise or verify previous SUE investigations. As QL-B data may be limited, Goodbee will charge per hole regardless if the utility is found.
- 7 Goodbee will inform the Client if a portion of the SUE area cannot be accessed due to homeless encampments, trash/debris, or other safety concerns. Due to any of these safety concerns, this area will be noted as excluded from the SUE investigation area.
- 8 Client will provide project survey control prior to Goodbee beginning field work, and the topographic survey prior to beginning the plan set.
- 9 Goodbee's SUE Surveyor will collect test hole locations.
- 10 The Client will arrange for Right of Entry to access work areas, where required, prior to the commencement of field work. Permitting fees will be waived or paid by the Agency or Client.
- 11 The Client will evaluate the proposed design to the existing utilities to determine the location of the test holes for the QLA SUE investigation.
- 12 Third-Party traffic control will be required for SUE investigations. The traffic control cost is estimated based on past fees and will be invoiced at cost.
- 13 It is assumed that SUE investigations can be completed during weekday working hours (generally 8-5 Monday through Friday). If CDOT or local agency permit requires night work, Goodbee may charge an after-hour premium.
- 14 QL-A test holes will be backfilled with appropriate materials per industry standards. Asphalt repair will be completed with DOT-compliant cold-patch asphalt. Should alternative methods of test hole restoration be required, Goodbee will invoice the repairs at cost. Client should notify Goodbee prior to scoping of the possibility to encounter and dispose of contaminated soil or water during test hole investigations.
- 15 SUE QL-A test hole data set is valid only at the time of sealing. Should the project occur over an extended duration of time, an additional SUE investigation may be warranted to collect updated existing subsurface utility conditions.



An Employee Owned Company

Office Locations: Denver (HQ), Parker, Colorado Springs, Fort Collins, Glenwood Springs, and Summit County, Colorado

April 15, 2022

Felsburg Holt & Ullevig
6300 S Syracuse Way, Suite 600
Centennial, CO 80111

Attention: Katharine Duitsman, P.E.

Subject: Proposal for Updated Geotechnical Engineering Study, Proposed Welker Avenue and 3rd Street Intersection Improvements, Mead, Colorado

Proposal No. P3-22-179

Dear Ms. Duitsman:

Kumar & Associates, Inc. is pleased to submit this proposal to provide an updated geotechnical engineering study for the proposed Welker Avenue and 3rd Street Intersection Improvements project located in Mead, Colorado. Based on information provided by the design team, we understand that a CDOT (M-E) pavement design will be required by the Colorado Department of Transportation for the intersection improvements. We have previously performed a field investigation and presented our recommendations under our report number 20-3-184 dated December 18, 2020. Based on our observations of the site, site conditions have not changed significantly to date. Therefore, we do not anticipate additional field investigations will be required to formulate the M-E pavement design. If significant changes to the site do occur, additional field investigation will likely be required.

Scope of Work: Based on the information provided and our previous experience on similar projects we have completed in the past, we propose the following:

1. Analyze the data obtained from the field and laboratory portions of the study to provide engineering recommendations for:
 - Pavement thickness alternatives based on the CDOT (M-E) pavement design procedures
 - Pavement subgrade preparation
2. Update the existing report to provide our conclusions and recommendations.

Fees: We propose to perform the above-described scope of work for a lump sum fee of \$1,645 in accordance with the Terms and Conditions on the attached Fee Schedule. Please note the Terms and Conditions contain a limitation of Kumar & Associates, Inc.'s liability. Modifications to the scope of work, if required, and associated fees, will be discussed with you and approval obtained prior to exceeding the above lump sum fee. An itemized breakdown of the associated costs is attached.

Schedule: We propose to initiate the study immediately upon being given notice-to-proceed. A final report will be generated for the site and will be completed 2 to 4 weeks after notice-to-proceed.

Felsburg Holt & Ullevig
April 15, 2022

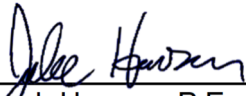
P3-22-1
Page 2

Section 9, Item d.

If this proposal meets your approval, please sign one copy and return it to this office. If you have any questions about the scope of work, please call. Thank you for considering us for the study of this project.

Sincerely,

KUMAR & ASSOCIATES, INC.

By 
Jacob Hanson, P.E.

JAH/
Rev. By: JLB
Enclosures
cc: book

Agreed to this _____ day of _____, 2022

Organization

By _____
Printed Name

UPDATED GEOTECHNICAL ENGINEERING STUDY
 PROPOSED WELKER AVENUE AND 3RD STREET INTERSECTION IMPROVeMENTS
 MEAD, COLORADO
 ITEMIZATION OF ESTIMATED COST

TASK						TASK HOURS	OTHER DIRECT COST (ODC)
	PRINCIPAL ENGINEER	PROJECT ENGINEER/ GEOLOGIST	FIELD ENGR/ GEOLOGIST	DRAFTING	WORD PROCESSING		
ANALYSES AND REPORT							
M-E Design and Updated Report	2	10		1	1	14	
TASK HOURS	2	10	0	1	1	14	
RATE	\$175	\$115	\$85	\$90	\$55		
LABOR COST	\$350	\$1,150	\$0	\$90	\$55		
		Labor Total =	\$1,645	ODC Total =	\$0	Est. Task Subtotal =	\$1,645

ENGINEERING, ENVIRONMENTAL AND FIELD TECHNICAL SERVICES

Principal Engineer	\$190.00 - \$230.00/hr.
Senior Project Engineer/Geologist/Manager	\$135.00 - \$195.00/hr.
Project Engineer/Geologist/Scientist	\$105.00 - \$135.00/hr.
Staff Engineer/Geologist/Scientist	\$85.00 - \$110.00/hr.
Project Supervisor	\$100.00 - \$140.00/hr.
Construction Inspector I	\$70.00 - \$80.00/hr.
Construction Inspector II	\$80.00 - \$100.00/hr.
Environmental Specialist/Scientist	\$90.00 - \$135.00/hr.
Environmental Field Technician/Geologist	\$85.00 - \$95.00/hr.
Safety Professional	\$110.00 - \$125.00/hr.
Project Administrator	\$110.00 - \$130.00/hr.
Staff Administrator	\$70.00 - \$80.00/hr.
Exploration Field Engineer/Technician/Geologist	\$75.00 - \$100.00/hr.
Construction Materials Testing Technicians:	
▪ Field Observation	\$65.00 - \$75.00/hr.
▪ Concrete	\$53.00 - \$63.00/hr.
▪ Soils, Reinforcing Steel, Asphalt	\$55.00 - \$65.00/hr.
▪ Piers, Masonry	\$62.00 - \$72.00/hr.
▪ Fireproofing	\$75.00 - \$85.00/hr.
▪ Post-Tensioning	\$55.00 - \$70.00/hr.
▪ Floor Flatness	\$80.00 - \$90.00/hr.
▪ Structural Steel	\$80.00 - \$90.00/hr.
▪ UL Fire Stop Inspection	Call for Pricing
Laboratory Technician/Sample Preparation	\$45.00 - \$55.00/hr.
Word Processing	\$55.00 - \$70.00/hr.
Drafting	\$80.00 - \$100.00/hr.
Litigation/Expert Witness/Deposition	\$175.00 - \$350.00/hr.

OTHER DIRECT CHARGES

Out of Town Expenses, Travel, Rental Etc.	Cost + 15%
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SUBSURFACE EXPLORATION, SAMPLING, MONITORING WELL INSTALLATION

Exploration Subcontractor Subconsultant's (4-Inch Solid Auger, Hollow Stem Auger, Rotary and Diamond Core Drilling, Exploratory Pit Excavation, ATV Drill Rig, Geophysical Exploration, Specialty Sampling, etc.)	Cost + 15%
Materials/Equipment Rental/Outsourced Laboratory Testing/Subconsultants	Cost + 15%
Falling Weight Deflectometer (Includes Operator)	\$250.00/hr.
Concrete/Asphalt Coring	\$100.00/hr.
Photoionization Detector	\$100.00/Day
LEL/CO/H ₂ S/O ₂ Meter	\$100.00/Day
Conductivity, Temperature, pH Tester	\$25.00/Day
Personal Protective Equipment	Rates Quoted on Project Basis

LABORATORY TESTING

Soils	
Moisture Content (ASTM D2216)	\$10.00 ea.
Moisture Content & Density (ASTM D2216)	\$15.00 ea.
Gradation (ASTM D6913)	\$85.00 ea.
Hydrometer (ASTM D7928)	\$90.00 ea.
Double Hydrometer (ASTM D4221)	\$225.00 ea.
Percent Less than #200 Sieve (ASTM D1140)	\$30.00 ea.
Atterberg Limits (ASTM D4318) Method A	\$75.00 ea.
Atterberg Limits (ASTM D4318) Method B	\$50.00 ea.
Standard Proctor (ASTM D698)	\$100.00 ea.
Modified Proctor (ASTM D1557)	\$120.00 ea.
Soil/Cement Proctor (ASTM D558)	\$135.00 ea.
Proctor Checkpoint (ASTM D698 or ASTM D1557)	\$50.00 ea.
Relative Density (ASTM D4253 and ASTM D4254)	\$175.00 ea.
Specific Gravity (ASTM D854)	\$90.00 ea.
Standard Swell-Consolidation (ASTM D4546)	\$80.00 ea.
Air-Dried Swell-Consolidation (ASTM D4546)	\$90.00 ea.
Remolded Swell-Consolidation (ASTM D4546)	\$120.00 ea.
Time/Consolidation (ASTM D2435)	\$325.00 ea.
Unconfined Compressive Strength (ASTM D2166)	\$75.00 ea.
Slake Durability (ASTM D4644)	\$100.00 ea.
Pinhole Dispersion (ASTM D4647)	\$150.00 ea.
Water Soluble Sulfates (AASHTO T290, CP-L 2103)	\$50.00 ea.
pH (ASTM E70)	\$50.00 ea.
Chloride (AASHTO T291, CP-L 2104)	\$50.00 ea.
Re-Dox (ASTM D1498)	\$50.00 ea.
Sulfides (Hach Procedure)	\$50.00 ea.
Electrical Resistivity (ASTM G57)	\$150.00 ea.
Organics (AASHTO T267)	\$75.00 ea.
R-Value (ASTM D2844)	\$350.00 ea.
California Bearing Ratio (ASTM D1883) 1-Pt.	\$150.00 ea.
California Bearing Ratio (ASTM D1883) 3-Pt.	\$400.00 ea.
Soil/Lime, Soil/Cement Mix Analysis	Call for Pricing
Freeze/Thaw (ASTM D560)	\$400.00 ea.
Wet/Dry (ASTM D559)	\$400.00 ea.
Compressive Strength of Soil-Cement (ASTM D1633)	\$75.00 ea.
Direct Shear/per point (ASTM D3080)	
Unconsolidated-Undrained (Quick Test)	\$150.00 ea.
Residual Strength, Additional Per Carriage Reversal	\$50.00 ea.
Drained Tests Quoted on Project-Specific Basis	

TERMS AND CONDITIONS
(Geotechnical and Environmental Engineering)

Section 9, Item d.

1. Invoices are due and payable upon presentation. Unpaid balance after 30 days shall be subject to a finance rate of 1.5% per month which is an annual rate of 18.00%. Client agrees to pay interest and all costs of collection, including attorney's fees and court costs.
2. Kumar & Associates, Inc. (K+A)'s services will be performed with the care and skill ordinarily exercised by members of the geotechnical engineering profession under the same or similar circumstances, including the locality where services were rendered. NO WARRANTY, EXPRESSED OR IMPLIED, IS MADE BY THE RENDERING OF CONSULTING SERVICES.
3. Inherent in K+A's dealings with clients is the confidentiality of all work performed for any client. All reports are prepared for the exclusive use of the Client to whom it is addressed. This agreement may not be assigned without the express written consent of K+A.
4. All recommendations and conclusions provided by K+A are subject to the adequacy and representative character of the samples tested as indicated in the report and the comprehensiveness of the tests and observations. Quotation from our reports or use of K+A's name is not permitted except as authorized in writing by K+A.
5. K+A will take normal precautions during site exploration to avoid damage to underground pipes, wires or other objects, including utilizing utility location services. Due to limitations on locating such underground objects, particularly private service utilities, K+A does not accept responsibility for damage to utilities or other underground objects. Client agrees to indemnify and hold K+A harmless for any and all damage to underground utilities and structures. Cost of restoration, repairs or damage which results from field operations will be the client's responsibility.
6. This agreement may be terminated by either party upon ten (10) days written notice in the event of substantial failure to perform in accordance with the terms of this Agreement by the other party through no fault of the termination party. If this agreement is terminated during the performance of services, K+A shall be paid for the total amount of any work which has been completed, and shall be paid for work in progress on the basis of K+A's reasonable estimate of the portion completed prior to termination. Such payment shall constitute total payment for services rendered. Clauses 1, 2, 3 and 8 through 14 shall survive the termination of contract.
7. Unless otherwise stated, K+A will have access to the site for activities necessary for the performance of the services. K+A will take precautions to minimize damage due to these activities, but have not included in the fee the cost of restoration of any resulting damage.
8. Any claims or disputes made during design, construction or post-construction between the Client and K+A shall be submitted to non-binding mediation for a period of 30 days. If the disputes are not resolved in 30 days, the matter may be submitted to arbitration or litigated in the court of law, as solely determined by K+A.
9. The Client, shall, to the fullest extent permitted by law, indemnify and hold harmless K+A's officers, directors, owners, employees, agents and subconsultant's from and against all damage, liability and cost, including reasonable attorney's fees and defense costs arising out of or in any way connected with the performance by any of the parties above named of the services under this agreement, except only those damages, liabilities or costs attributable to the sole negligence or willful misconduct of K+A.
10. Client agrees that its sole remedy for negligence, breach of contract or any other claim arising out of or related to this agreement and/or the project shall be against K+A and not against any individuals past or present employees, officers, representatives, shareholders or owners of K+A.
11. K+A shall not be required to execute any documentation that would result in its certifying, guaranteeing or warranting the existence of conditions whose existence K+A has not ascertained.
12. **In recognition of the relative risks, rewards and benefits of the project to both the client and K+A, the risks have been allocated such that the Client agrees that, to the fullest extent permitted by law, K+A's liability, and the liability of its past and present officers, and employees, to the Client for any and all injuries, claims, losses, expenses, damages or claim expenses arising out of or relating to this agreement from any cause or causes, shall not exceed \$25,000 or K+A's fee, whichever is greater. Such causes include, but are not limited to K+A's negligence, errors, omissions, strict liability, breach of contract or breach of warranty. If, prior to signing this contract, Client makes a written request to increase this limitation to \$100,000, an additional charge of \$1,000 or 5 % of the fee (whichever is greater) will be made. This limitation of liability shall apply to and be binding upon any other party who may rely on K+A's work pursuant to this agreement.**
13. All documents produced by K+A under this agreement shall remain the property of K+A, and may not be used by the Client for any other endeavor without the written consent of K+A.
14. For geotechnical studies and observations and materials testing, K+A assumes there are no hazardous materials on the project site. Hazardous materials may exist at a site where there is no reason to believe they could or should be present. Therefore, K+A and Client agree that the discovery of unanticipated hazardous materials constitutes a changed condition mandating a renegotiation of the scope of work or termination of services. K+A and Client also agree that the discovery of unanticipated hazardous materials may make it necessary for K+A to take immediate measures to protect public health and safety, which shall entitle K+A to reasonable additional compensation by Client. Client also recognizes there is a risk that sampling through an unknown contaminated zone may result in spread of contamination both on and off-site. Client waives all claims against K+A arising from such contamination, and further agrees to defend, indemnify and save K+A harmless from any claim, liability, or injury or loss of any type arising from unanticipated hazardous materials on site.
15. Rates are subject to change **30 days** from proposal date.
16. Laboratory services are considered expedited when new testing is assigned a higher priority than other testing programs in progress.



TRS Corp.
3rd Welker Intersection
Town of Mead/FHU 3-4-2022 REV

Section 9, Item d.

<i>Employee Classification</i>	<i>Project Manager</i>	<i>Sr. ROW Agent</i>	<i>Admin</i>	<i>TOTALS</i>
<i>Rate</i>	<i>\$160.00</i>	<i>\$123.00</i>	<i>\$55.50</i>	

RIGHT OF WAY TASKS	<i>hours</i>	<i>hours</i>	<i>hours</i>		COMMENTS
A. Planning and Research					
1. Public Involvement		40			Owner meetings (11 properties/9 owners)
2. Plan Review	4	8			
3. Title Review	8	16			
4. Project Records Set-Up			3		
<i>subtotal hours</i>	12	64	3		
<i>subtotal fees</i>	\$1,920.00	\$7,872.00	\$166.50		\$9,958.50
B. Property Owner Appraisal Coordination / Value Findings					
1. Appraisal coordination	2	20			7 appraisals 3 value finding
2. Prepare Value Findings	1	8			
3. NOI / CRS 38-1-121 Letters to Owners	2	22	44		
<i>subtotal hours</i>	5	50	44		
<i>subtotal fees</i>	\$800.00	\$6,150.00	\$2,442.00		\$9,392.00
C. Acquisition/Negotiation					
1. Meetings with client	4	16			PM & Project meetings
2. Preparation of Offers	2	22	44		
3. Negotiations		88			
4. Settlement or Condemnation record processing		22	22		
5. Update agent logs / file maintenance		11	20		
<i>subtotal hours</i>	6	159	86		
<i>subtotal fees</i>	\$960.00	\$19,557.00	\$4,773.00		\$25,290.00
D. Relocation					
1. Relocation Plan	4	20	4		one (1) residential relocation estimated five (5) personal property moves
2. Replacement Housing Determination		24	2		
3. Move Cost Determinations		25	5		
4. Review/Approval of Determinations	8				
5. Relocation Advisory Assistance		100			
6. Appeals	4	4			
<i>subtotal hours</i>	16	173	11		
<i>subtotal fees</i>	\$2,560.00	\$21,279.00	\$610.50		\$24,449.50

SCOPE OF REAL ESTATE SERVICES - REVISED

Date: March 4, 2022
Project: 3rd & Welker Intersection Improvements
Department: Town of Mead/FHU
Project Manager: Katharine Duitsman, P.E.
CONSULTANT: Transportation Resource Services, Inc. dba TRS Corp.
Consultant Project Manager: Richard Pittenridge

The CONSULTANT herein will provide CLIENT with real estate/right of way support services, consistent with the task list attached, as identified by checking the appropriate box(es) below:

- A. ☒ PROJECT PLANNING
- B. ☒ TITLE COMMITMENTS
- C. ☒ TITLE REVIEW
- D. ☒ NOTICE OF INTENT TO ACQUIRE PURSUANT TO TITLE 38 CRS
- E. ☒ VALUE FINDINGS
- F. ☒ APPRAISALS
- G. ☐ REVIEW APPRAISAL – by CDOT
- H. ☒ ACQUISITION/NEGOTIATIONS
- I. ☒ RELOCATION ASSISTANCE
- J. ☒ CONDEMNATION SUPPORT
- K. ☒ CLOSING COORDINATION
- L. ☒ PROJECT MANAGEMENT
- M. ☒ QUALITY ASSURANCE/RECORDS MANAGEMENT

CLIENT Contact Information:

Katharine Duitsman, PE
 Project Manager
 FHU
 6300 S. Syracuse Way
 Suite 600
 Centennial, CO 80111
 Phone: 303.721.1440
 Email: Katharine.duitsman@fhueng.com

CONSULTANT Contact Information

Richard Pittenridge
 Project Manager
 TRS Corp.
 6551 South Revere Parkway
 Centennial, CO 80111
 Office: 720.689.6080
 Mobile: 720.320.2070
richard.pittenridge@trscorp.us

CONTINUED ON PAGE 2

PROPERTIES CONTEMPLATED PURSUANT TO THIS SCOPE:

APN:	Owner Name:
120710302004	Angel, Shirley M
120710302003	Frost, Ronald Gene
120710303007	Johnson, Debra
120710304001	Pias, Gary & Spinney, Heather
120716100029	McIntosh Farm CO LLLP
120710302002	Agfinity Inc.
120710300005	Agfinity Inc.
120709412004	Agfinity, Inc.
120710304012	Ciaranello, Cory
120715000050	Usasia LLC
	Great Western Railroad

RIGHT OF WAY TASK LIST

A. PROJECT PLANNING

TRS to participate in project planning meetings with the CLIENT to develop and coordinate processes, approvals, alternatives, and schedules. This may include participation in public meetings or outreach with property owners and stakeholders.

B. TITLE COMMITMENTS

TRS to secure title commitments for private properties as required on behalf of CLIENT.

C. TITLE REVIEW

TRS to review deeds, exceptions, encumbrances and other matters of public record to identify potential challenges that could impede the timely acquisition or closing of real property interests.

D. NOTICE OF INTENT TO ACQUIRE PURSUANT TO TITLE 38 CRS

TRS to prepare and deliver Notices of Intent to Acquire (Notice) in compliance with CRS 38-1-121 and CLIENT' written real estate policy and procedures manual (the Manual). Notice will be accompanied by a legal description(s) of the property interests to be acquired, a copy of the appropriate plan sheet(s), if available, identifying the location of the real property interest(s) to be acquired, and the appropriate contact information for TRS in the event the owner has questions or requires additional information.

The CLIENT will determine the threshold whereby it will have the property interest(s) appraised. If the CLIENT determines an appraisal is prudent, the Notice shall advise the owner that the CLIENT is appraising the property interests to be acquired.

If property interests to be acquired exceed \$5,000 in value, the Notice shall inform the owner that that the CLIENT will pay the reasonable costs for the owner to have the property interests appraised pursuant to C.R.S. 38-1-121. The Notice shall include a copy of CRS 38-1-121, and will advise the owner that a copy of owner's appraisal must be received by the CLIENT within 90 days of the date of the Notice to qualify for reimbursement by CLIENT.

An Appraisal Receipt and Release (Release) will accompany the Notice. The Release provides owner's consent to release the appraisal prepared on owner's behalf to the CLIENT. The Release must be completed and returned with the owner's appraisal. The appraisal will not be accepted by TRS on behalf of the CLIENT without the owner's duly authorized Release.

TRS shall deliver the Owner's appraisal, together the invoice associated therewith, to the CLIENT. The CLIENT will arrange for payment upon review and acceptance of the owner's appraisal and TRS shall deliver and receipt for said appraisal payment.

TRS will prepare and incorporate a Permission to Enter (PTE) to include with the Notice. When granted, the PTE will permit the CLIENT and its consultants' access to the property for inspection and/or testing.

E. VALUE FINDINGS

At the discretion of the CLIENT, non-complex parcel acquisitions estimated to be less than \$5,000 in value may be valued informally under appraisal waiver provisions, commonly known as a "value finding". The CLIENT will determine when value findings are applicable, regardless of value. Parcel staking shall be coordinated between TRS, the CLIENT and/or the CLIENT's surveyor. TRS will conduct site inspections and provide an invitation for the owner to attend when a value finding is utilized.

TRS will prepare value findings utilizing CLIENT approved forms and based upon available market information. The CLIENT will review and approve value findings as fair market value and the basis for an offer.

F. APPRAISALS

TRS will secure the services of a Certified General Appraiser (Appraiser) as requested by the CLIENT to appraise property interests to be acquired by the CLIENT. The scope of the appraiser's services for property acquired pursuant to Title 38 C.R.S. is further defined as follows:

- I. The Appraiser shall prepare appraisals in accordance to, and consistent with appropriate and applicable State Laws, regulations, policies and procedures; and, current edition of the Uniform Standards of Professional Appraisal Practice (USPAP).
- II. All appraisals prepared by the Appraiser will conform to recognized appraisal principles and practices of the appraisal profession and must be in accordance with judicially recognized methods of property valuation.
- III. Jurisdictional Exceptions apply to eminent domain appraisals prepared for the CLIENT. Appraisal reports will be, at a minimum, "Summary Appraisal Reports" (USPAP Standards Rule 2).
- IV. For the valuation of a total acquisition, the larger parcel before the taking, and/or value of the partial taking, the Appraiser will use the following jurisdictional definition of "reasonable market value":

" 'Reasonable market value' means the fair, actual, cash market value of the property. It is the price the property could have been sold for on the open market under the usual and ordinary circumstances, that is, under those circumstances where the owner was willing to sell and the purchaser was willing to buy, but neither was under an obligation to do so." [Colorado Jury Instructions - Civil 4th, 36:3]

- V. In addition, for the valuation of a total acquisition, the larger parcel before the taking, and/or value of the partial taking, the Appraiser will also use the following jurisdictional exceptions to USPAP:

"In determining the market value of the property actually taken, you are not to take into account any increase or decrease in value caused by the proposed public improvement." [Colorado Jury Instructions - Civil 4th, 36:3]

"Any decrease or increase in the fair market value of real property prior to the date of valuation caused by the public improvement for which such property is acquired, or by the likelihood that the property would be acquired for such improvement, other than that due to physical deterioration within the reasonable control of the owner, shall be disregarded in determining the compensation for the property." (C.R.S. §24-56-117(1) (c))

"Disregard any decrease or increase in the fair market value of the real property caused by the project for which the property is to be acquired, or by the likelihood that the property would be acquired for the project, other than that due to physical deterioration within the reasonable control of the owner." Code of Federal Regulations, Title 49, Part 24, Section 103(b) (49 CFR 24.103(b))

- VI. To value the residue (remaining property) after the taking or acquisition, the Appraiser will use the State of Colorado modified "before and after rule," and consideration of the influence of the proposed public improvement should be included except for any damages or benefits shared (in common) with the community at large. Colorado Jury Instructions - Civil 4th, 36:4 addresses the ascertainment of damages and benefits to the residue and Colorado Jury Instructions - Civil 4th, 36:5 addresses limitations on the ascertainment of damages to such residue. The contractor must utilize these instructions (provided below) concerning damages and benefits to the residue after the taking or acquisition.

36:4 Ascertainment of Damages and Benefits to Residue

" 'Residue' means that portion of any property which is not taken but which belongs to the respondent, (name), and which has been used by, or is capable of being used by, the respondent, together with the property actually taken, as one economic unit.

Any damages or benefits are to be measured by the effects the acquisition of, and the expected uses of the property actually taken has on the reasonable market value of the residue. Any damages are to be measured by the decrease, if any, in the reasonable market value of the residue, that is, the difference between the reasonable market value of the residue before the property actually taken is acquired and the reasonable market value of the residue after the property actually taken has been acquired. Any damages which may result to the residue from what is expected to be done on land other than the land actually taken from the respondent and

any damages to the residue which are shared in common with the community at large are not to be considered.

Similarly, any benefits to the residue are to be measured by the increase, if any, in the reasonable market value of the residue due to the (construction) (improvement) of the (insert brief description of the proposed improvement). For anything to constitute a specific benefit, however, it must result directly in a benefit to the residue and be peculiar to it. Any benefits which may result to the residue but which are shared in common with the community at large are not to be considered.

Nothing should be considered as a factor of either damages or benefit unless you find that it increases or decreases the reasonable market value of the residue.

Any finding of damages or benefits to the residue shall not affect your determination of the value of the property actually taken.

You are to determine any damages or benefits as separate, independent items. You should not attempt to balance the two. Any adjustment or balancing must be done by the court." [Colorado Jury Instructions - Civil 4th, 36:4]

36:5 Ascertainment of Damages to Residue - Limitations On

"In order for you to determine damages to the residue, you must find that the residue itself (has been) (will be) damaged by some diminution in its reasonable market value, either as a result of its being severed from the land actually taken or because the adjacent public use on the land actually taken from the respondent (but not on other land) will render the residue less valuable.

Infringement of the owner's personal pleasure or enjoyment in the use of the residue or even the owner's annoyance or discomfort do not constitute compensable damages. Neither does the fact that the residue may be less desirable for certain purposes. Such matters are not compensable except as they are a natural, necessary and reasonable result of the residue being severed from the land actually taken or of the uses expected to be made of the land actually taken, and are measurable by a reduction in the market value of the residue." [Colorado Jury Instructions - Civil 4th, 36:5]

- VII. The Appraiser will be provided with plans or sketches showing property interests selected for acquisition by the CLIENT. These plans will show each parcel requiring appraisal and, in most instances, will designate a parcel number. The Appraiser will use the parcel number in conjunction with identifying the property appraised. Specifically, the Appraiser will:

1. Make a detailed study of the title work and plans provided, including a field study for such items as property lines, improvements, etc.;
 2. Review recorded sale deeds or other available transaction documents for any relevant prior sales of the subject or comparable sales used in the appraisal;
 3. Promptly report any noted discrepancies to TRS;
 4. Rely on plans, land areas and parcel areas developed by the CLIENT in its ROW plans and or legal descriptions;
- VIII. TRS and the Appraiser will coordinate with the CLIENT to schedule staking of the property interests to be appraised with lath, flags or paint.
- IX. The Appraiser will provide the owner an opportunity to accompany the Appraiser during inspection of the property interests.
- X. If the Appraiser does not have available a Phase I or an ISA at the time of appraisal and does not have any reason to believe that environmental hazards exist, then the appraisal will include a disclaimer that "No environmental investigation has been provided to the appraiser and the appraiser is not qualified to make such an investigation. The value estimate as concluded is based upon the assumption that the property is "as if clean." Notwithstanding this assumption, if information is subsequently made available that would invalidate the "as if clean" assumption, then the value estimate concluded is subject to change."
- XI. The Appraiser will conduct a detailed inspection and will perform any such investigations and studies determined as necessary to derive sound conclusions for the preparation and submission of appraisal reports to the CLIENT. Specifically:
1. The Appraiser will personally inspect each subject property, areas of acquisition, temporary easements and take photographs of acquisition areas and affected improvements;
 2. The Appraiser will personally confirm real estate sales data used in the appraisal report with the grantee and/or grantor or, when possible, with both;
 3. The Appraiser will personally inspect and confirm (when/if appropriate), rental properties and rental data;
 4. The Appraiser will personally inspect and measure dimensions of the interior and exterior of any buildings located on the subject property and/or any improvements that are, or may be, affected by the sought acquisitions;
- XII. The value of any on- or off-premises sign(s) (outdoor advertising/billboard), located on a subject parcel, will be included in the appraisal report. Sign-site-value for off-premise signs is reported as a separate allocation.

- XIII. The Appraiser, if applicable, will complete and execute a "Certification of Appraiser" and will include the certification in each appraisal.
- XIV. The Appraiser will include an "Owner-Appraiser Contact Sheet," for each parcel appraised in the appraisal addendum.
- XV. Upon completion of the appraisal reports, the appraisal may be submitted to a review appraiser for review. In the event the review appraiser determines the appraisal needs correction or additional information provided, the review appraiser shall communicate any deficiencies or corrections to the Appraiser, and the Appraiser will promptly address such corrections, deficiencies, or need for supplemental information, for the fee incorporated with the initial appraisal. After implementation of any revisions, the final appraisal will be provided to the CLIENT for its final review and concurrence.

TRS will distribute legal descriptions or temporary easement sketches of the interests to be appraised, along with right of way plans (as available), construction plans (as available), or other CLIENT distributed data to the Appraiser. The Appraiser shall inspect the parcels to be acquired after field staking, painting or other means of physical parcel identification are complete, and coordinate entry to the property with the Owner of record.

TRS will accompany the appraiser on the site inspections.

G. REVIEW APPRAISAL - By CDOT

A review appraiser with CDOT will review appraisals prepared on behalf of the CLIENT, and the owner appraisals as applicable, to confirm compliance with applicable appraisal standards, Colorado revised statutes, and Uniform Act guidelines.

A technical field review of the appropriate reports for each parcel shall be completed. The level of review analysis depends on the complexity of the appraisal problem.

The review appraiser shall meet the following requirements:

- I. The review appraiser shall be a Certified General Appraiser currently licensed in Colorado.
- II. The review appraiser shall be knowledgeable and experienced with eminent domain appraisal laws and procedures in Colorado.

The review appraiser's scope of work shall be as follows:

- I. The review appraiser shall review documents (plans, letter of information, environmental study, other project appraisals, etc.) to gain a thorough knowledge of the project.
- II. The review appraiser may be included in project meetings in advance of the appraisal process as applicable.
- III. The review appraiser shall field-review subject and comparable sales/rentals used in the appraisal.

- IV. The review will be a technical field review. The minimum review process is prescribed in 49C.F.R. 24.104 and Chapter 8 “Appraisal Review” of the FHWA Project Development Guide when reviewing an appraisal for a federally funded project. Other guiding principles for technical field reviews are found in the Uniform Standards of Professional Practice (USPAP) and Chapter 3 of the CDOT Right of Way Manual.
- V. Before accepting an appraisal, the review appraiser must determine that the appraiser’s documentation, including valuation data and the analyses of that data, demonstrates the soundness of the appraiser’s opinion of value.
- VI. The review appraiser must assure the appraisals meet applicable requirements, and prior to acceptance seek necessary correction or revisions to facilitate the appraiser’s development of an acceptable appraisal.
- VII. The review appraiser shall identify each appraisal report as:
 - 1. recommended (the basis to establish an amount believed to be just compensation);
 - 2. accepted (meets all requirements, but not selected as recommended);
 - 3. not accepted.
- VIII. If a property owner appraisal is provided, the review appraiser will also review this appraisal and provide a review report to the CLIENT, as to whether the appraisal is recommended, accepted, or not accepted.

H. ACQUISITION/NEGOTIATIONS

TRS to secure the CLIENT’s written Consent to Fair Market Value (FMV) or value finding approval as basis for an offer to acquire. FMV established by CLIENT approved appraisal or value finding will serve as the basis for the CLIENT’s written offer of just compensation to the property owner.

TRS to review Project related information furnished by the CLIENT including, but not limited to: right of way plans, design or construction plans, legal descriptions, title commitments, appraisals and other items as necessary.

TRS will deliver an Offer to Acquire (Offer) to the Owner or Owner’s representative personally or via courier with delivery signature required, generally Certified U.S. Mail or FedEx. Offer shall include:

- I. Letter of Offer;
- II. Legal description(s) of the property interests to be acquired;
- III. Summary Statement of Just Compensation;
- IV. Real Estate Purchase Agreement
- V. Deed (if applicable);
- VI. Permanent Easement (if applicable);
- VII. Temporary Construction Easement (if applicable);
- VIII. IRS Form W-9, Request for Taxpayer Identification;
- IX. Third Party Authorization as applicable (to assist with releasing/subordinating liens at closing);
- X. Return envelope (as applicable).

TRS will review the Offer and associated documents with the owner and explain the CLIENT's acquisition processes as pertains to the owner.

Upon owner's acceptance of an offer from the CLIENT, TRS will prepare and submit to the owner settlement documents consisting of the CLIENT's form of Agreement, W-9, conveyances (as applicable), Third Party Authorization (where applicable), and other appurtenant documents to secure a contract to acquire and a release of encumbrances affecting title thereto. Upon Owner's execution of the foregoing documents, TRS shall submit the acquisition settlement package to the CLIENT for review and approval.

If an owner provides a counteroffer, TRS will review the counteroffer with the CLIENT. For reasonable counter-offers to which settlement is in the public interest, TRS will include a written analysis and recommendation to the CLIENT's designated Project Manager.

If the Offer is neither accepted by the owner, nor a reasonable counteroffer from owner is approved by the CLIENT within 15 days of the date of the Offer, TRS will deliver the CLIENT's Second Notice of Offer (Second Notice) to the owner, reiterating the CLIENT's Offer at the approved FMV.

If the Offer is neither accepted by the owner, nor a reasonable counteroffer from owner is approved by the CLIENT within 15 days of the date of the Second Notice, TRS shall deliver the CLIENT's Final Offer to Acquire (Final Offer) to the owner extending the CLIENT's original offer, or another amount as determined by the CLIENT.

The Final Offer will have a 10-day period for response from the Owner.

The CLIENT may request negotiations continue beyond expiration of the final offer, at the CLIENT's discretion. The CLIENT may extend additional settlement offers to the owner to reach a negotiated agreement.

If negotiations fail, the CLIENT may exercise its condemnation authority pursuant to Title 38, C.R.S.

I. RELOCATION ASSISTANCE

Per the Manual, Relocation/Moving services shall be administered in conformance with the *Uniform Relocation Assistance and Real Property Acquisition Policy Act of 1970, as amended*, and applicable CLIENT guidelines. The task associated therein are identified as follows:

I. Planning – Relocation/Moving Interviews and Stage Plan

TRS will conduct appropriate relocation/moving interviews and planning analysis along with a relocation study that will involve as a minimum, the following steps:

1. Prepare of an inventory of characteristics and needs of individuals, families, businesses, and non-profit organizations to be relocated.

2. Prepare a survey of the real estate market to determine if an adequate supply of comparable replacement housing; and suitable replacement business locations for businesses that will be available to meet the needs of the displaced persons in a timely manner.
3. Develop an analysis of the problems anticipated in the relocation of occupants including any special relocation advisory services that may be necessary.
4. Propose solutions for resolving anticipated problems.

II. Relocation Advisory Assistance and Payments Determinations

TRS shall provide services described below for relocation scenarios, as applicable by Project:

1. Each displaced person or family in residential occupancy shall be provided an explanation of relocation benefits to which each may be entitled upon delivery of the CLIENT's Notice of Intent to Acquire. Each displaced person shall be advised of the relocation advisory services to be provided to them and a general timeline for moving.
2. Prior to delivery of an offer to the property owner, or as near possible thereafter, TRS shall conduct a search and prepare a written analysis of available replacement housing and a Replacement Housing Payment (RHP) for displaced residential occupants based upon their status as either an owner or a tenant. For displaced tenants, the analysis and RHP will be developed in consideration of the tenant's financial means in certain instances. The CLIENT will review the RHP analysis, and either request additional information or approve. Upon approval by the CLIENT, a displaced residential occupant will be provided a Notice of Eligibility for relocation assistance/Determination of RHP/90-Day Notice to vacate. No residential tenant shall be required to relocate for a minimum of 90-days from the date that they have been provided such notice. TRS will explain the options available to the tenant and provide advisory assistance to the displaced occupant to assist with moving and leasing/purchasing replacement housing.
3. At the time an offer is delivered to the property owner, or as nearly possible thereafter businesses, farms and non-profits that will be displaced will be provided with a Notice of Eligibility for Relocation Assistance/90-Day Notice to vacate. Displaced businesses, farms and non-profits will be provided with a summary of the relocation benefits to which each may be eligible and ongoing advisory assistance to assist with locating a suitable alternate location to conduct their operations.
4. At the time an offer is delivered to the property owner, those persons or businesses with exclusively personal property to be relocated (not their residence or business), will be provided with a Personal Property Only Notice of Eligibility for Relocation Assistance/90-Day Notice to vacate. TRS will review options with these occupants/businesses to move personal property, and potentially store off site for up to twelve months.
5. TRS will provide 30-day Notices to Vacate to displaced residential occupants, businesses, farms, non-profits or those with only personal property to be relocated in accordance with the CLIENT and Uniform Act policy and guidelines at the time which

the CLIENT secures possession of the necessary property interests. In such instances, if a displaced owner or tenant will be “holding over”, TRS may assist the CLIENT in preparation of short-term leases for continued occupancy of public property.

6. TRS will prepare inventories of personal property to be relocated, secure commercial move estimates as required, and submit determinations of eligible benefits and displaced occupant eligible reimbursement claims to the CLIENT for its review, approval and payment processing.
7. While providing relocation advisory assistance, TRS will maintain a detailed log of all contacts made and advisory assistance provided to the displaced person or business.
8. Replacement housing searches, determinations of eligible benefits and relocation payments shall be subject to approval by CLIENT authorized representatives. This shall be clearly communicated to the displaced occupant or business.
9. TRS will provide support and testimony at relocation appeal hearings, if required.

J. CONDEMNATION SUPPORT

If negotiations with an owner are at impasse, a condemnation package including the Offer, Final Offer, settlement offer, appraisal, Notice, related correspondence, the right of way agent's negotiator's log, and updated title information will be prepared and submitted to the CLIENT's Project Manager.

With CLIENT approval in advance, an Agreement for Possession and Use may be presented to an owner and executed by the owner prior to the CLIENT's Attorney filing a condemnation lawsuit.

TRS personnel will be available to assist with condemnation proceeding, including: meetings with the client; participation with pre-trial preparation; assistance with mediation or settlement development; and participation in possession hearings.

K. CLOSING COORDINATION

After approval of a settlement by the CLIENT, TRS will coordinate payment processing and delivery of the agreed upon consideration by the CLIENT to the title company; or in certain instances to the owner directly.

TRS shall facilitate and coordinate these services under the direction of the CLIENT's Project Manager, CLIENT's Real Property Manager and/or the CLIENT's Attorney.

TRS will prepare conveyance instrument(s) and any other closing documents using CLIENT approved forms, subject to consent to said forms by the CLIENT's Attorney. TRS will prepare closing instructions for submittal to the title company (when funds are being deposited in escrow), secure a receipt documenting the deposit of the agreed upon consideration with the title company, and coordinate subsequent closing with the title company, CLIENT and owner.

TRS shall coordinate with title company, CLIENT and owner to satisfy CLIENT/title company requirements to close and accept title to any property interest. This includes but is not limited to release/subordination of liens, satisfaction of property tax liens or reconciliation of other matters affecting title. The effort to satisfy closing requirements may vary greatly depending on the level of encumbrance affecting a property.

TRS will coordinate with title company and conduct a cursory quality assurance review of the CLIENT's closing documents prior to closing. TRS's review is not a legal review, and the CLIENT will review closing documents to its satisfaction in advance of closing. As necessary, TRS will attend closings with the owner and/or the CLIENT at the title company. TRS will ensure documents are recorded at closing and returned to the CLIENT's project file thereafter.

When requested by the CLIENT, TRS will facilitate "closing" of simple transactions outside of the title company. Closing in this context may include delivery of consideration directly to an owner, while securing adequate receipt of delivery of such consideration and promptly recording conveyances. The CLIENT may secure a title insurance policy after closing in this instance. TRS will coordinate as such with CLIENT.

L. PROJECT MANAGEMENT

TRS's designated Project Manager will be responsible for coordination of right of way activities with the CLIENT's Project Manager, including but not limited to:

1. Scheduling;
2. Cost estimating;
3. Project status meetings/conference calls;
4. Oversight of Project tasks;
5. Status reporting.

M. QUALITY ASSURANCE/RECORDS MANAGEMENT

TRS will retain a current file during the right of way acquisition phase of a Project and submit one (1) complete original file for each Project parcel (by ownership) or displaced person (residential, business, farm, non-profit, personal property) to CLIENT upon completion of right of way activities associated with said Project. The file submitted to the CLIENT shall be reviewed for completeness and quality, and incorporate the CLIENT's standard Q/A checklist

TRS's Project files shall include any and all documents affecting the parcel including, but not limited to:

1. Appraisals;
2. Value findings;
3. CLIENT executed FMV's;
4. Notices of Intent;
5. Permissions to Enter;
6. Title Commitments
7. Legal Descriptions;

8. Offers;
9. Final Offers/Settlement Offers;
10. Purchase Agreements/Memorandum of Agreements;
11. Negotiation records/logs;
12. Miscellaneous correspondence, letters, memos;
13. Closing Instructions;
14. Executed closing documents
15. Executed/recorded conveyances
16. Title policies. A quality assurance review will be performed by TRS on all parcel files to determine that all documentation is proper and to demonstrate compliance with CLIENT requirements.



TRS Corp.
3rd Welker Intersection
Town of Mead/FHU 3-4-2022 REV

Section 9, Item d.

<i>Employee Classification</i>	<i>Project Manager</i>	<i>Sr. ROW Agent</i>	<i>Admin</i>	<i>TOTALS</i>	
<i>Rate</i>	<i>\$160.00</i>	<i>\$123.00</i>	<i>\$55.50</i>		
E. Title / Closing Coordination / File Maintenance					
1. Secure commitments / updates			2		Secure title/updates
2. Closing coordination / document review	4	16	22		
3. Payment processing / Agency approvals		11	24		
4. Secure Releases / Subordinations	4	32	8		
<i>subtotal hours</i>	8	59	56		
<i>subtotal fees</i>	\$1,280.00	\$7,257.00	\$3,108.00		\$11,645.00
F. Project Management / Records Management					
1. Contract Management	4				
2. File Management / Quality Assurance		20	36		
<i>subtotal hours</i>	4	20	36		60
<i>subtotal fees</i>	\$640.00	\$2,460.00	\$1,998.00		\$5,098.00
ROW Hourly Totals	hours 51	525	236	812	
	\$8,160.00	\$64,575.00	\$13,098.00	\$85,833.00	
THIRD PARTY & DIRECT EXPENSES		<i>QTY</i>	<i>Price</i>	<i>Fee</i>	
<i>Appraisals - partial acquisition</i>		7	\$ 5,000.00	\$35,000.00	Great Western Rwy. combined 4:1 appraisal
<i>Title Information Binders</i>		8	\$ 840.00	\$6,720.00	
<i>Title Policies</i>		8	\$ 400.00	\$3,200.00	
<i>Closing Fees--Fidelity Title</i>					
Closing fees		8	\$ 350.00	\$2,800.00	
Tax Certificates		8	\$ 25.00	\$200.00	one cert for each tax parcel
<i>Incidentals (TRS) Postage / FedEx / Copies</i>		10	\$ 200.00	\$2,000.00	
	<i>IRS per mile</i>	<i>Miles</i>	<i>Subtotal</i>		
Mileage	\$0.585	2200		\$1,287.00	
Expense Total				\$51,207.00	

TRS PROFESSIONAL SERVICES FEE ESTIMATE

\$137,040.00

Note this is a combined total. This task order is for \$79,295. Remaining is already contracted.



TASK ORDER - SPECIAL PROJECTS

TASK ORDER NO.: 2022-005 – 2nd Amendment (to Task Order No. 2020-010)

Task Name: Additional Design Services for 3rd Street/Welker Avenue
Intersection Improvements – Environmental and ROW
Acquisition Services

Requested By: Public Works, Erika Rasmussen **Proposed Start Date:** June 13, 2022

Funding Source: 14-40-5500 **Proposed Completion Date:** December 31, 2022

Tasks / Deliverables: See attached memorandum **Total Task Order Budget:** \$293,896.00

Approval:

_____ **Date:** _____
Town Manager

Additional Comments: This Task Order is not valid without attached Task Order memorandum,
approved by the Town Engineer.

Attachment: Task Order Memorandum

FINANCE DIRECTOR/TOWN TREASURER REVIEW:
Finance/Town Treasurer has reviewed this Task Order and the funds:

☒ *are appropriated*
☐ *are not appropriated (note: _____)*

By: _____

Account reference/information: 14-40-5500 Transportation Engineering



TASK ORDER MEMORANDUM

To: Helen Migchelbrink, Town Manager

From: Erika Rasmussen, Town Engineer

Date: May 24, 2022

Subject: Design Services for 3rd Street/Welker Avenue Intersection Improvements – Environmental and ROW Acquisition, 2nd Amendment

Task Order No.: 2022-005 (2nd Amendment to Task Order No. 2020-010)

This Task Order Memorandum has been prepared in accordance with the Town's Professional Services Agreement (PSA) with **Felsburg, Holt & Ullevig**, (the "Contractor") for traffic engineering services, including special projects. No special projects shall be performed by the Contractor until the Town's Authorized Representative has executed a Task Order authorizing the Contractor to proceed with the Task(s) identified below. The original Task Order for the Contractor's services related to the above-referenced project was approved by Task Order No. 2020-010. A 1st Amendment to the original Task Order was approved by Task Order No. 2020-016.

Task(s) to be performed: Amendment to include environmental analysis and ROW acquisition services for the intersection improvements at 3rd Street and Welker Avenue in the Town of Mead per the attached scope of work in order to comply with Federal grant requirements.

Time schedule: Review and recommendations to be substantially completed by December 31, 2022.

Deliverables: See attached memorandum.

Charges: Unless otherwise set forth in this Task Order Memorandum, the Charges authorized herein shall be considered a not to exceed (NTE) figure. Charges shall be calculated pursuant to the hourly rates in the PSA, unless otherwise set forth herein. A copy of the Contractor's proposal related to the Task(s) outlined above is attached to this Task Order Memorandum as ATTACHMENT A. I have reviewed and approved the Contractor's proposal, and I therefore request that you proceed to approve the attached Task Order, which will authorize the Contractor to proceed with the additional services related to the special project described above and as detailed in the attached memorandum for the not to exceed fee of \$293,896.00.

Review and approval of Task Order Memorandum:

Erika Rasmussen, Town Engineer

(Note: This Task Order Memorandum is not valid unless and until a Task Order has been executed by the Town Manager and approved by the Finance Director.)