

SPECIAL MEETING

- I. CALL TO ORDER
- II. PLEDGE OF ALLEGIANCE
- III. ROLL CALL
- IV. APPROVAL OF AGENDA
- V. EXECUTIVE SESSION
- VI. PUBLIC COMMENT
- VII. PRESENTATIONS
- VIII. CONSENT AGENDA
- IX. BOARD INFORMATION ITEMS
- X. NEW BUSINESS

Public comment is intended for members of the public wishing to address the Board of Trustees about matters that are not listed for discussion on the agenda. Comments will be taken under advisement by the Board but no decisions will be made. At its discretion, the Board may elect to place a matter raised under public comment on a future agenda for further discussion and possible action.

- a. Staff Reports

- a. Consideration and possible approval of City of Creede Resolution No. 2023-23, “A RESOLUTION OF THE BOARD OF TRUSTEES OF THE CITY OF CREEDE, COLORADO AUTHORIZING STAFF TO PREPARE AND SUBMIT AN APPLICATION FOR FUNDING TO THE DOLA MAIN STREET LIVE INITIATIVE GRANT PROGRAM IN THE AMOUNT OF \$1.5M TO SUPPLEMENT AND EXPAND THE CDOT REVITALIZE MAIN STREET GRANT PROJECT”;
- b. Consideration and possible approval of City of Creede Resolution No. 2023-24, “A RESOLUTION OF THE BOARD OF TRUSTEES OF THE CITY OF CREEDE, COLORADO AMENDING THE CITY OF CREEDE 2022 ANNUAL BUDGET”;
- c. Consideration and possible approval of City of Creede Resolution No. 2023-25, “A RESOLUTION OF THE BOARD OF TRUSTEES OF THE CITY OF CREEDE, COLORADO SELECTING GMS, INC. AS THE PROJECT DESIGNER FOR THE CDOT REVITALIZING MAIN STREET IMPROVEMENT PROJECT”;

OPEN TO THE PUBLIC

POSTED 7/13/2023

- XI. OLD BUSINESS
- XII. BOARD REPORTS
- XIII. ADJOURN

**PUBLIC WORKS DEPARTMENT
STAFF REPORT
July 2023**

Streets:

- Filled in potholes on S. Rio Grande near 149 intersection, W. 3rd at Main, Railroad Ave near 149, alley behind the “Downstream Gas & Mercantile”, E. 1st, W. 4th, E. 5th at La Garita, and the alley between N. Main and N. Loma
- Took down the 4 Senior banners along Main Street for the Creede School District and installed the Chamber of Commerce summer banners
- As requested by the Sheriff’s Department, installed yellow edge lines on the bridge on Wall Street, along with “No Parking” signs. Also constructed a safety fence in the right of way along the bend (on the West Sid) of the intersection of Wall Street and La Garita Ave, installed “No Parking” signs there as well.
- Installed “No Parking” signs on the Tomkin’s Hardware fence along the right of way on N. Loma Ave (East Side)
- Checked for fallen tree branches, etc. after high winds, removed as necessary, and straightened street signs and/or posts as needed
- Street sweeping throughout the City every Friday morning, as well as the Sunday morning after the “Donkey Dash” event

Water System:

- Replaced a 3’ section of ¾” waterline from the main to the curb shutoff valve at 1207 Gnome Hill Rd, due to low pressure being reported
- Repaired the curb shut off valve at 1010 La Garita Ave (braced & raised the outer stem)
- Performed repairs at Basham Park’s sprinkler system, continued to troubleshoot zone 3 & 4
- Ordered a replacement for the fire hydrant on E.6th Street at La Garita Ave and awaiting delivery. Installation will be performed upon delivery. (tentatively the end of July now)
- Installed packing in both booster pumps at the WTP, Al reviewed the technique with Dave and Jim
- Turned water on as requested at 111 E. 2nd Street (actually cancelled upon arriving on site however)
- Performed a water meter pit installation inspection at 1207 Gnome Hill Rd (Gray)
- Located and raised the curb shutoff valve at 1010 La Garita Ave (Romero Property)
- Responded/marked CO 1 Calls when received
- Performed water meter readings at 3 required locations in the City
- Performed water sampling as required by CDPHE throughout the Water System
- Replaced a 55-gallon drum of Sodium Hypochlorite at the WTP
- Continued to work with ORC Fred Hand on the requirements set forth by the CDPHE and meeting those requirements on a timely basis

**PUBLIC WORKS DEPARTMENT
STAFF REPORT
July 2023**

Wastewater System:

- Replaced both 10" canal gate valves in the manhole at the influent to Lagoon #1 of the WWTP
- Fabricated a new manhole lid at the WWTF inlet to lagoon #1 to aid in sampling processes
- Submitted the monthly WWTP update to the CDPHE as now required by NOV/CDO letter
- Continued to take Zinc & Cadmium wastewater samples at (4) manhole locations throughout the City for comparison to previous readings prior to the Phase 1 Sewer Upgrade project.
- Performed weekly wastewater sample studies at the WWTP as required by the CDPHE
- Responded/marked CO 1 Calls when received
- Continued to meet with ORC (Operator Responsibly in Charge) Water/Waste Water Operator Fred Hand to discuss general functions and operations of the Water and Wastewater treatment systems, verifying that all samples are being submitted in a timely and correct manner
- Continued to manually perform daily flow, temp. and Ph readings, as well as with the SCADA system, as required by the CDPHE
- Began the application of the BioScrubber PBII to the Northern most section of the WW system, and at the lagoons in order to aid in reducing any buildup of grease, fats, and oils, and to help reduce the Total Ammonia levels

Water & Wastewater Projects:

- 1) GMS Engineering advertised the Phase 3 sewer upgrade project. There was one bid for the project (Gardner Excavating), which came in well above the estimated costs. This bid was not accepted and GMS is working with the City and other known contractors to submit new bids on the project, with the time line extending into the early spring of 2024.

Storm Water:

- Cleaned inlets and outlets of culvert pipes on Bee McClure at Helfin Lane
- Trimmed the grass in the ditch line on Loma from K Belle down to 6th Street

Equipment/Assets:

- Installed a new rear 3" diameter LED light, and the short & long runners on the '98 Pellican Street sweeper
- Greased the backhoe and wheel loader

**PUBLIC WORKS DEPARTMENT
STAFF REPORT
July 2023**

Parks & Buildings:

- Removed a wooden desk, installed shelving, hung a bulletin board, and installed LED light bulb upgrades in the Administration Office at Town Hall. Also remounted the paper towel holder in the Admin bathroom
- Public Works crew installed a new “Wall Hydrant” spigot on the South end wall of the Rec Center
- Applied topsoil and grass seed, and weed & feed to the outfield portion of the ball field at Hargrave’s Park, and low area at Basham Park
- Removed the Christmas lights on the cotton wood trees in Basham Park (only the ones reachable by 10’ step ladder) and put into storage for the next holiday season
- Installed road base for a level floor surface and constructed a metal tool shed at the Creede Community Center Garden
- Scott submitted a cost estimate and a brief report to Louis in April on the installation of a new roof at the Chamber of Commerce Visitor’s Center. There was only one contractor that responded to the RFP’s (Request for Proposals) and Sunset Construction presented a cost of \$20,500. This matter is now being presented to the Chamber of Commerce, as per the original maintenance agreement with the City.
- Installed a new ball valve for the hot water in the utility room at Hargrave’s Restroom building
- Applied wax remover, then cleaned and polished the floors of the restrooms at Basham Park
- Marked all the sprinkler heads at Hargrave’s Park baseball field prior to the “Run Off- Run Off” event to prevent damage
- Installed the solar powered landscape lights along the walking trail from Sieme Park down to W. 2nd Street
- Started all generators and topped off with gas in preparation for the 4th of July events
- Moved 4 picnic tables to the gravel parking lot for the 4th of July events, along with the “Bouncy House”, safety mats, mounting stakes, pump, and easy up tent
- Installed the 2 pavilion tents for eating over the 4 picnic tables
- Took all metal barricades to Basham Park and K Belle parking lot for the weekend set up for the 4th of July events
- Cut grass as needed at all park facilities, townhall, and around the PW garage. “Dragging” of the infield of the baseball field at Hargrave’s Park was performed as needed as well
- Continued to clean Basham Park, Hargrave’s, and the REC Center restroom facilities

Projects/Upcoming Projects:

1. Louis and Scott continue to meet with Rentricity via zoom meetings on the Micro-Hydro Project. This project’s construction start date has not been officially established at this time, but it is moving forward presently. More info to come....

**PUBLIC WORKS DEPARTMENT
STAFF REPORT
July 2023**

2. RMS Utilities finished the post construction camera evaluations of the new sewer pipe installed on the Phase 2 Sewer Upgrade Project. SGM will provide an update on the review of the camera evaluations presented. Finalization of the project is now scheduled to be completed in July.
3. GMS has continued to work with Scott, Louis, and CDOT on the Main Street sidewalk safety project (crosswalks and sidewalk ramp upgrades from approximately 3rd Street up to N. 1st Street), and CDOT's "Revitalizing Main Streets" grant. Efforts made to combine these 2 projects were successful and this project is scheduled to begin possibly in 2024. (Sewer upgrades (Phase 4) will need to start in early April of 2024 in order for completion prior to the Main Street project starting)
4. The New Public Works Complex/Town Hall Building project- Louis has applied for grant funding for the design work. We are hoping to get a positive response back for this funding grant by the end of June. Potential for the PW Complex to be at the City-owned property, where MDS is presently located, is up in the air at this particular moment. (The Board was to work with Rick Samson on the status of this property and/or updating an agreement with this company. - I do not have an update on the status of the agreement)
5. The New Entrance to Rec Center- final design drawings have been completed and approved by the BOT's at the last May meeting. Funding acquisition/verification for the construction drawings have been arranged and hopefully this project can move into the construction phase soon thereafter.
6. Chamber of Commerce Visitor's Center Roof Replacement- A quote was received, but this project is now being presented to the Chamber of Commerce as it is actually their responsibility as per the agreement with the city.

Special Events:

- Traffic Cones, traffic Control and metal pedestrian barricades were delivered to Hargrave's Park and the OHV trail along Airport Rd (CR 806) for the "Run Off Run Off" event sponsored by the Headwater Alliance. The cones and barricades were also picked up and stockpiled afterwards
- Traffic control barricades were provided for the Chamber of Commerce-sponsored "Donkey Dash" event held on Saturday June 10th. They were also picked up and stockpiled afterwards.

Training/Education:

- Dave and Al began training Jase Laing on all of the aspects of the Part-Time weekend Public Works Parks & Buildings Maintenance position.

Other:

- Jase Laing became the new Part-Time (weekend) Public Works Parks & Buildings Maintenance employee. His first day of employment and training was June 24th. If you see Jase, please say hello and welcome him to the City Staff team!

Creede Parks and Recreation Director's Report
Kathryn Ash
July 10, 2023

Gym Programs

- Yoga
- Chair Yoga
- Spin
- Tots Gym
- Archery Open Gym
- Pickleball

Kids Activities

- Rec Week / Read it to Watch it
- Sweety's in Lake City
- Splashland

Teen GOCO Activities

- Teen Night
- Hooper Pool
- Drive In Movie
- Swimming

4th of July Vendors

The vendors at the 4th of July went really well. A big thankyou to Kristeen, Joe (our Americorp) and Scott's Public Works Crew for making it work so well.

GOCO Gen Wild

We have received the first half of our Generation Wild grant! Field trips so far have included trips to Swim, Bowl, the Boys and Girls Teen Center, Raft, Sweetys in Lake City, Freemons guest Ranch, the Great Sand Dunes, and the Drive in Movie Theater. The kids really seem to be having a great summer!

Gym

This week the Ladies Aid has rented the gym for their annual Bazaar. We close down completely to accommodate all the craziness, but in my opinion, it is really great to see the gym used to serve so many people for such a great purpose.

COG Lighting Project

Our lighting project for the Rec Center and Bathrooms is complete! We are very happy with the upgrade. The next step is to apply for reimbursement from our COG grant.

RESOLUTION NO. 2023-23

A RESOLUTION OF THE BOARD OF TRUSTEES OF THE CITY OF CREEDE, COLORADO AUTHORIZING STAFF TO PREPARE AND SUBMIT AN APPLICATION FOR FUNDING TO THE DOLA MAIN STREET LIVE INITIATIVE GRANT PROGRAM IN THE AMOUNT OF \$1.5M TO SUPPLEMENT AND EXPAND THE CDOT REVITALIZE MAIN STREET GRANT PROJECT

WHEREAS, the City of Creede, a Colorado Town has received approximately \$1.5M in funding from CDOT as part of the Revitalizing Main Street Program in order to implement a \$1.9M Main Street improvement project in 2024; and

WHEREAS, the City of Creede is not able to complete the Main Street improvement project in its entirety with the CDOT funds awarded due to increased material and labor costs; and

WHEREAS, the City of Creede would like to submit a \$1.5M grant request to the DOLA Main Street Live Initiative for funding to complete the Main Street improvement project in its entirety; and

WHEREAS, the City of Creede will utilize the CDOT Revitalizing Main Street Grant as the local match requirement for the DOLA Main Street Live Initiative grant request with no other local matching funds required;

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF TRUSTEES OF THE CITY OF CREEDE A COLORADO TOWN, that:

SECTION 1. The Board of Trustees authorizes the preparation and submission of a DOLA Main Street Live Initiative grant application to the Colorado Department of Local Affairs for \$1.5M in funding to augment the existing CDOT Revitalizing Main Street so that the City can complete the Main Street improvement project in its entirety.

INTRODUCED AND APPROVED by the Board of Trustees this 18th day of July, 2023.

City of Creede

ATTEST:

Jeffrey Larson, Mayor Date

Josie Bielenberg, City Clerk Date

Main Street LIVE: Livability Investments for Vibrant Economies

Grants, Eligibility, Process



Directing place-based development, redevelopment, and housing in downtowns is a critical component to a robust and active economy, local government fiscal health, and sustainable development patterns. Main Street LIVE will fund downtown public infrastructure and facilities as Livability Investments for Vibrant Economies. This \$17.5 million infusion will reinvest in our downtowns and enhance long-term sustainability, add to the built environment (buildings, streets, infrastructure), attract workforce, and augment other energy and housing projects.

The Initiative supports a reduced local match. All applications in this Initiative will follow the regularly planned cycles of the Energy and Mineral Impact Assistance Fund (EIAF) Program.

Eligible Projects

- More competitive projects will meet 2021 International Energy Conservation Code (IECC) and International Existing Building Code (IEBC) (as applicable), include renewable energy sources (as applicable), bringing buildings up to code (electrical, plumbing, fire suppression, insulation, etc.), contribute to affordable housing goals, include age-friendly amenities to the project, and/or improve the overall livability and vibrancy of downtown.
- Infrastructure and streetscape improvements: water, sewer, stormwater, energy, sidewalks, and streetscape or place-making improvements (including, but not limited to, high efficiency street lights, benches, accessibility improvements, parklets, breezeway and alley activation improvements.)
- Investments in public buildings/facilities, gathering/event spaces, downtown public art programs, public restrooms, public electric vehicle (EV) charging stations, and downtown wayfinding, as part of a broader streetscape project).
- ADA accessibility upgrades and energy-efficiency improvements to public buildings (building facade improvements eligible as part of this work).
- Design, engineering and project-specific certification costs for above projects.

Ineligible Projects

- Ineligible projects include parking lots (except for multi-floor, multi-modal downtown parking structure/multi-modal hub)
- Grant funds spent on private property or private infrastructure are ineligible. However, local matching funds can be used to leverage resources (e.g., local facade improvement grants to businesses or grants to convert second stories to attainable, accessible housing).

Funding

\$17.5M is established as an initiative within the EIAF Program through June 30, 2026 or when funds run out. Other agencies' funding (such as CDOT's Revitalizing Main Streets grant program) are eligible matching funds. Local facade grant programs can also be used as match.

- Match lowered to 25% and maximum request is increased to \$1.5M. Planning projects at 10% match under consideration.
- Applicants must contact their [Regional Manager](#) prior to submitting any application and must be "ready to go" in order to be accepted into an EIAF grant cycle.
- Application opens June 30, 2023 on the [EIAF website](#).

RESOLUTION No. 2023-24

A RESOLUTION OF THE BOARD OF TRUSTEES OF THE CITY OF CREEDE, COLORADO AMENDING THE CITY OF CREEDE 2022 ANNUAL BUDGET

A resolution summarizing revenues and expenditures for each fund and adopting a revised budget for the City of Creede, Colorado, for the calendar year beginning on the first day of January, 2022 and ending on the last day of December, 2022.

WHEREAS; upon due and proper notice, published or posted in accordance with the law, said adopted budget is open for inspection by the public and given the opportunity to file or register any objections to said adopted budget, and;

WHEREAS; whatever increases may have been made in the expenditures, like increases were added to the revenues so that the budget remains in balance, as required by law.

NOW, THEREFORE, BE IT RESOLVED BY THE Board of Trustees of the City of Creede, A Colorado Town that:

SECTION 1: That estimated revenues and expenditures for each fund are as follows:

	Revenue	Expense
General Fund	\$	\$
Capital Improvement	\$	\$
Virginia Christensen	\$	\$
Conservation Trust	\$	\$
Water & Sewer	\$	\$

SECTION 2: That the budget is submitted and herein summarized by fund, and hereby approved and adopted as the budget of the City of Creede for the year stated above.

SECTION 3: That the budget is hereby approved, adopted and appropriated and made a part of the public records of the City of Creede, A Colorado Town.

APPROVED AND ADOPTED, this 18th, day of July 2023.

Attest:

Mayor Date
Jeffrey Larson

City Clerk Date
Josie Bielenberg

CITY OF CREEDE, COLORADO
SCHEDULE OF REVENUES, EXPENDITURES, AND CHANGES IN
FUND BALANCE - BUDGET AND ACTUAL
GENERAL FUND
For the Year Ended December 31, 2022

	<u>BUDGETED AMOUNTS</u>		<u>ACTUAL</u>	<u>VARIANCE WITH FINAL BUDGET</u>
	<u>ORIGINAL</u>	<u>FINAL</u>		
REVENUES				
Taxes	\$ 612,915	\$ 612,915	\$ 696,238	\$ 83,323
Licenses and Permits	10,500	10,500	21,391	10,891
Intergovernmental Revenue	2,000	2,000	284,793	282,793
Interest Income	7,500	7,500	6,416	(1,084)
Other Revenue	58,600	58,600	44,229	(14,371)
TOTAL REVENUES	<u>691,515</u>	<u>691,515</u>	<u>1,053,067</u>	<u>361,552</u>
EXPENDITURES				
General Government	382,805	382,805	661,202	(278,397)
Highways and Streets	287,195	287,195	226,383	60,812
Culture and Recreation	160,355	160,355	165,855	(5,500)
Debt Service				
Principal	-	-	-	-
Interest	-	-	-	-
Capital Outlay	-	-	17,620	(17,620)
TOTAL EXPENDITURES	<u>830,355</u>	<u>830,355</u>	<u>1,071,060</u>	<u>(240,705)</u>
Excess (deficiency) of revenues over expenditures	<u>(138,840)</u>	<u>(138,840)</u>	<u>(17,993)</u>	<u>120,847</u>
OTHER FINANCING SOURCES (USES)				
Transfers From Other Funds	70,000	70,000	58,000	(12,000)
TOTAL OTHER FINANCING SOURCES (USES)	<u>70,000</u>	<u>70,000</u>	<u>58,000</u>	<u>(12,000)</u>
Net Change in Fund Balance	(68,840)	(68,840)	40,007	108,847
Fund Balance, Beginning of Year	<u>1,712,324</u>	<u>1,712,324</u>	<u>1,643,040</u>	<u>(69,284)</u>
Fund Balance, End of Year	<u>\$ 1,643,484</u>	<u>\$ 1,643,484</u>	<u>\$ 1,683,047</u>	<u>\$ 39,563</u>

Notes to Required Supplementary Information

The basis of budgeting is the same as GAAP.
The schedule is presented on the GAAP basis.

CITY OF CREEDE, COLORADO
SCHEDULE OF REVENUES, EXPENDITURES, AND CHANGES IN
FUND BALANCE - BUDGET AND ACTUAL
VIRGINIA G. CHRISTENSEN TRUST
For the Year Ended December 31, 2022

	<u>BUDGETED AMOUNTS</u>		<u>ACTUAL</u>	<u>VARIANCE WITH FINAL BUDGET</u>
	<u>ORIGINAL</u>	<u>FINAL</u>		
REVENUES				
Interest Income	\$ 181,200	\$ 181,200	\$ 59,395	\$ (121,805)
Net Increase (Decrease) in Investment	-	-	(915,698)	(915,698)
TOTAL REVENUES	<u>181,200</u>	<u>181,200</u>	<u>(856,303)</u>	<u>(1,037,503)</u>
EXPENDITURES				
Culture and Recreation Distributions	<u>95,000</u>	<u>95,000</u>	<u>105,505</u>	<u>(10,505)</u>
TOTAL EXPENDITURES	<u>95,000</u>	<u>95,000</u>	<u>105,505</u>	<u>(10,505)</u>
Excess (deficiency) of revenues over expenditures	<u>86,200</u>	<u>86,200</u>	<u>(961,808)</u>	<u>(1,048,008)</u>
OTHER FINANCING SOURCES (USES)				
Transfers to Other Funds	<u>(100,000)</u>	<u>(100,000)</u>	<u>(50,000)</u>	<u>50,000</u>
TOTAL OTHER FINANCING SOURCES (USES)	<u>(100,000)</u>	<u>(100,000)</u>	<u>(50,000)</u>	<u>50,000</u>
Net Change in Fund Balance	(13,800)	(13,800)	(1,011,808)	(998,008)
Fund Balance, Beginning of Year	<u>404,684</u>	<u>404,684</u>	<u>5,564,049</u>	<u>5,159,365</u>
Fund Balance, End of Year	<u>\$ 390,884</u>	<u>\$ 390,884</u>	<u>\$ 4,552,241</u>	<u>\$ 4,161,357</u>

Notes to Required Supplementary Information

The basis of budgeting is the same as GAAP.

The schedule is presented on the GAAP basis.

CITY OF CREEDE, COLORADO
SCHEDULE OF REVENUES, EXPENDITURES, AND CHANGES IN
FUND BALANCE - BUDGET AND ACTUAL
CAPITAL IMPROVEMENTS FUND
For the Year Ended December 31, 2022

	BUDGETED AMOUNTS		ACTUAL	VARIANCE WITH FINAL BUDGET
	ORIGINAL	FINAL		
REVENUES				
Taxes	\$ 480,000	\$ 480,000	\$ 587,404	\$ 107,404
Intergovernmental	1,738,000	1,738,000	-	(1,738,000)
Interest Income	3,600	3,600	10,019	6,419
TOTAL REVENUES	<u>2,221,600</u>	<u>2,221,600</u>	<u>597,423</u>	<u>(1,624,177)</u>
EXPENDITURES				
General Government	-	-		
Culture & Recreation	-	-	-	-
Capital Outlay	2,535,000	2,535,000	11,604	2,523,396
TOTAL EXPENDITURES	<u>2,535,000</u>	<u>2,535,000</u>	<u>11,604</u>	<u>2,523,396</u>
Excess (deficiency) of revenues over expenditures	<u>(313,400)</u>	<u>(313,400)</u>	<u>585,819</u>	<u>899,219</u>
OTHER FINANCING SOURCES (USES)				
Transfers From Other Funds	50,000	50,000	-	(50,000)
Transfers To Other Funds	-	-	(356,974)	(356,974)
TOTAL OTHER FINANCING SOURCES (USES)	<u>50,000</u>	<u>50,000</u>	<u>(356,974)</u>	<u>(406,974)</u>
Net Change in Fund Balance	(263,400)	(263,400)	228,845	(4,554,547)
Fund Balance at Beginning of year	<u>844,274</u>	<u>844,274</u>	<u>1,040,870</u>	<u>196,596</u>
Fund Balance at End of year	<u>\$ 580,874</u>	<u>\$ 580,874</u>	<u>\$ 1,269,715</u>	<u>\$ 688,841</u>

CITY OF CREEDE, COLORADO
SCHEDULE OF REVENUES, EXPENSES, AND CHANGES IN
NET POSITION - BUDGET AND ACTUAL
WATER AND SEWER FUND
For the Year Ended December 31, 2022

	<u>BUDGETED AMOUNTS</u>		<u>ACTUAL</u>	<u>VARIANCE WITH FINAL BUDGET</u>
	<u>ORIGINAL</u>	<u>FINAL</u>		
OPERATING REVENUES				
Charges for Services	\$ 358,800	\$ 358,800	\$ 382,113	\$ 23,313
TOTAL OPERATING REVENUES	<u>358,800</u>	<u>358,800</u>	<u>382,113</u>	<u>23,313</u>
OPERATING EXPENSES				
Personnel Services	204,058	204,058	179,136	24,922
Materials and Supplies	20,000	20,000	28,319	(8,319)
Testing Fees	17,000	17,000	22,990	(5,990)
Professional Services	75,000	75,000	101,230	(26,230)
Repairs	40,000	40,000	4,084	35,916
Utilities	49,200	49,200	59,510	(10,310)
Other Expenses	19,200	19,200	46,868	(27,668)
TOTAL OPERATING EXPENSES	<u>424,458</u>	<u>424,458</u>	<u>442,137</u>	<u>(17,679)</u>
Operating Income (Loss)	<u>(65,658)</u>	<u>(65,658)</u>	<u>(60,024)</u>	<u>5,634</u>
NONOPERATING REVENUES (EXPENSES)				
Interest Income	500	500	481	(19)
Debt Service Payments	(50,000)	(50,000)	(60,956)	(10,956)
Other Revenue	11,500	11,500	3,360	(8,140)
TOTAL NONOPERATING REVENUES (EXPENSES)	<u>(38,000)</u>	<u>(38,000)</u>	<u>(57,115)</u>	<u>(19,115)</u>
Income (Loss) Before Other Revenue	(103,658)	(103,658)	(117,139)	(13,481)
Transfers In	-	-	348,974	348,974
Capital Contributions	12,000	12,000	545,703	533,703
Net Income (Loss) - Budgetary Basis	(91,658)	(91,658)	777,538	869,196
Less: Depreciation Expense			(111,756)	
Add: Principal Payments on Debt			<u>41,532</u>	
Change in Net Position - GAAP Basis			707,314	
Net Position, Beginning of Year	<u>1,824,027</u>	<u>1,824,027</u>	<u>2,361,808</u>	<u>537,781</u>
Net Position, End of Year	<u>\$ 1,732,369</u>	<u>\$ 1,732,369</u>	<u>\$ 3,069,122</u>	<u>\$ 1,336,753</u>

RESOLUTION No. 2023-25

A RESOLUTION OF THE BOARD OF TRUSTEES OF THE CITY OF CREEDE, COLORADO SELECTING GMS, INC. AS THE PROJECT DESIGNER FOR THE CDOT REVITALIZING MAIN STREET IMPROVEMENT PROJECT

WHEREAS; the City of Creede was awarded approximately \$1.7M in funding from the Colorado Department of Transportation to complete a Main Street improvement project; and

WHEREAS; the City advertised a request for qualifications (RFQ) for a qualified design firm to design the improvements; and

WHEREAS; the City received one response to the RFQ, from GMS, Inc.; and

WHEREAS; the City had determined that GMS, Inc. is a qualified design firm that is capable of designing said improvements;

NOW, THEREFORE, BE IT RESOLVED BY THE Board of Trustees of the City of Creede, A Colorado Town that:

SECTION 1: GMS, Inc. is hereby selected as the design firm for the City's CDOT Revitalizing Main Street project.

APPROVED AND ADOPTED, this 18th, day of July 2023.

Attest:

Mayor
Jeffrey Larson

Date

City Clerk
Josie Bielenberg

Date

**ENGINEERING SERVICES PROPOSAL
BY
GMS, INC., CONSULTING ENGINEERS
FOR THE
CITY OF CREEDE**



Project Title: Request for Qualifications for
Professional Engineering Services
City of Creede Main Street Revitalization Project

Submitted To: City of Creede

Submittal Date: June 15, 2023

Submitted By: GMS, Inc., Consulting Engineers
611 North Weber Street, Ste. 300
Colorado Springs, CO 80903
Telephone: (719) 475-2935
Telefax: (719) 475-2938
Contact: Jason D. Meyer, P.E.
jmeyer@gmsengr.com

GMS, INC.
CONSULTING ENGINEERS
611 NORTH WEBER, SUITE 300
COLORADO SPRINGS, COLORADO 80903-1074

TELEPHONE (719) 475-2935
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EDWARD D. MEYER, P.E.
ROGER J. SAMS, P.E.
JASON D. MEYER, P.E.
DAVID R. FRISCH, P.L.S.

THOMAS A. McCLERNAN, P.E.
MARK A. MORTON, P.E.
KEN L. WHITE, P.L.S.

June 15, 2023

Ms. Sarah Efthim-Williamson, Town Clerk
City of Creede
2223 N. Main Street
PO Box 457
Creede, CO 81130

***Via Electronic Mail: clerk@creedetownhall.com
No Hard Copy to Follow***

RE: Request for Qualifications
Professional Engineering Services
City of Creede Main Street Revitalization Project

Dear Ms. Efthim-Williamson:

Thank you very much for providing the opportunity for GMS, Inc., Consulting Engineers, to provide professional engineering services to the City of Creede. Specifically for the City's Request for Qualifications regarding the Professional Engineering Services for the Main Street Revitalization Project. We welcome the opportunity and look forward to being of service to the City.

We have prepared our response in accordance with your submittal requirements as outlined in your Request for Qualifications. We trust that this response to your Request for Qualifications dated May 25, 2023, demonstrates our capabilities, experience, and desire to participate with the City of Creede in this important project.

Our organization has been serving Colorado communities for 45 years with extensive experience in addressing questions, needs and projects that are exactly what is being requested by the City of Creede. In addition, our firm meets the insurance requirements outlined in the Request for Qualifications.

GMS, Inc. is uniquely qualified to serve the City of Creede. Since the inception of the organization in 1978, GMS, Inc. has focused our work on local governments including the cities, towns, special districts, counties, and water providing nonprofit organizations. This is further concentrated with our main client population ranging from 200 to 5,000 people. Thus, GMS, Inc. is structured to serve rural communities. We understand the need to be available, responsive, and attentive to the community when called upon. We understand the need to know the facilities as well as the community staff. We understand the need to have a strong relationship between our staff and the community's staff. We understand that we need to be efficient, effective and honest with our time on behalf of the community. We understand that we need to be prudent and act as a fiduciary on behalf of the community. This is how we will serve the City.

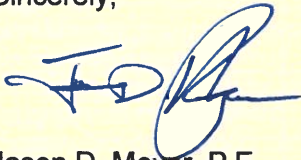
Ms. Sarah Eftim-Williamson, Town Clerk
June 15, 2023
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My contact information is as follows:

Jason D. Meyer, P.E.
GMS, Inc., Consulting Engineers
611 N. Weber Street, Suite 300
Colorado Springs, CO 80903
(719) 475-2935 - Office
jmeyer@gmsenr.com

Please feel free to contact us if you require any additional information or documentation. A significantly expanded list of references may be provided beyond that enclosed, upon request. We look forward to hearing back from you and being a service to the City.

Sincerely,

A handwritten signature in blue ink, appearing to read 'JDM', with a large, stylized flourish extending from the end of the signature.

Jason D. Meyer, P.E.

JDM/cg
Attachment

Section 1 – Project Team Experience

1. Firm Organization

GMS, Inc., Consulting Engineers (Meyer & Sams, Inc., dba GMS, Inc.), and its predecessor, Gilbert, Meyer & Sams, Inc., have been providing professional engineering services throughout Colorado since 1978. The GMS, Inc. team has focused on addressing the needs of cities, towns, counties and special districts in their water, wastewater, storm water, drainage and roadway systems. For the last 45 years, GMS, Inc. has been providing engineering, planning, surveying, funding administration, GIS consulting and construction contract administration to our clients throughout Colorado, and more recently in western Kansas.

GMS, Inc., Consulting Engineers, is a single office professional civil engineering firm located in downtown Colorado Springs. All GMS, Inc. staff work from this office with occasional use of staff member's own home office. The principals who would have daily input and administration responsibilities for this project are identified below with their contact information:

Meyer & Sams, Inc., dba GMS, Inc.
611 North Weber Street, Suite 300
Colorado Springs, CO 80903
Phone: (719) 475-2935
Fax: (719) 475-2938

Mr. Jason Meyer, P.E.
jmeyer@gmsengr.com

GMS, Inc. staff are an exceptionally qualified team of professionals with the capability and integrated design knowledge to achieve project excellence. The staff of GMS, Inc. is presently composed of 27 individuals.

- Eight licensed professional engineers
- Two licensed professional land surveyors
- Five staff engineers
- Two staff surveyors
- Five design technicians/resident project representatives
- Five administrative support staff

Our experienced staff makes our firm extremely unique when compared to other firms of similar size and background coupled with the longevity of over 45 years in business. GMS, Inc. has been fortunate in being able to create a professional employment environment where a significant number of personnel have obviously chosen to commit many years, and in some cases their entire professional lifetime, to providing services to GMS, Inc. clients.

Name	No. of Yrs. With GMS, Inc.	Total Years of Experience	CO Prof. License No.
Roger J. Sams, P.E.	45 years	52 years	11884
David R. Frisch, P.L.S.	34 years	44 years	22095
Ken L. White, P.L.S.	33 years	38 years	25382
Thomas A. McClernan, P.E.	29 years	42 years	24170
Mark A. Morton, P.E.	27 years	27 years	35820
Jason D. Meyer, P.E.	22 years	26 years	40767
Mark A. Leasure, L.S.I.	17 years	17 years	N/A
Dannah M. Koeniger, P.E.	7 years	26 years	37106
Josh B. Armstrong, P.E.	7 years	13 years	50662
Sam Wood, P.E.	6 years	15 years	60152
Trevis D. Smith, P.E.	1 years	26 years	61669
Erica Countryman, Staff Engineer	4 years	4 years	N/A
Andrew Purgiel, E.I.	2 years	3 years	N/A
Jonny Stephens, E.I.	1 year	1 year	N/A
Jackson Mendenhall, Staff Engineer	1 year	1 year	N/A

a. Proposed Design/Engineering Team

GMS, Inc. key team members offer the City the experience, qualification, design knowledge and management approach to effectively collaborate with City staff to achieve the City’s goals, objectives and overall vision. Following is a list of the proposed team members to work with the City.

1. Jason D. Meyer, P.E., will be the Principal-In-Charge for this project. Jason has been with the firm for 22 years and became one of the owners of GMS, Inc. on January 1, 2015. Jason has been engaged in virtually every project passing through GMS, Inc. and has direct contact with all clients. Jason will be responsible for overall project management and application of GMS, Inc. staff for project implementation.
2. Trevis D. Smith, P.E., will serve as the Project Manager and he brings 26 years of experience. Trevis has managed and/or designed over twenty-five transportation improvement projects with the majority of those projects focused on rehabilitating and revitalizing downtown areas. Trevis’ role will be to manage the overall design process and coordinate with the City, CDOT, and the design team to ensure that the City’s project goals are met while ensuring that the project scope is maintained within the defined budget.
3. Mark A. Leasure, L.S.I., will be the Survey Manager and CDOT Design Coordinator on this project. Mark is one of our Project Managers with 14 years of experience and leads our infield surveying and GIS services. Mark has expanded our surveying capabilities with the latest technology in surveying equipment and software with scanning, robotic and GPS technology. This technology coupled with Mark’s attention to available survey information, onsite utilities, topography and surface improvements have resulted in a solid foundation to begin any design effort. Furthermore, Mark’s role includes the layout of pipeline and road alignments and overseeing the

construction phase of projects. This provides projects with the full background from conception, data collection, design and construction in one individual, thereby providing efficient and effective means to meet project budgets, schedule and constructability.

4. Ken L. White, P.L.S., will be assigned to complete all right-of-way (ROW) work. Ken is a seasoned Senior Design Technician within our organization and a registered Professional Land Surveyor. He is a key player with over 40 years of experience. Ken's role encompasses the layout of road alignments, providing expert witness testimony on surveying issues, undertaking extensive site work and grading plans to leading the office side of GMS, Inc.'s construction management services. Ken has an unsurpassable ability to layout drainage projects, pipeline alignments, road alignments and overall facility layout.
5. Erica M. Countryman, Staff Engineer, will be taking the lead on environmental review, SWMP, and drainage design. Erica has taken on several different roles in her time at GMS, Inc. Even though she doesn't have as many years of experience as the rest of the team, she has worked through several GIS designs, drainage analyses, and drainage designs while working with GMS, Inc. She also has experience working through several steps of the funding process, including environmental reviews. Erica is a certified CDOT SWMP designer.
6. Entech Engineering, Inc. will be the Geotechnical Engineer subcontractor for pavement and soils evaluation. Entech is located in Colorado Springs and has been in operation for 37 years. Entech's staff of professional geologists and geotechnical engineers have completed subsurface explorations programs and designs for a wide variety of projects including residential and commercial developments, industrial buildings, municipal bridges and roadways, municipal facilities, and utility providers. In addition, Entech regularly performs land use and geologic hazard studies.

b. Qualifications and Experience of Proposed Team

This team represents a group of professionals who have worked together over multiple years to decades, on projects similar in nature to the Main Street Revitalization Project to be undertaken by the City. The exception to this is Trevis, who has been with GMS, Inc. for just one year, but he is already managing three similarly scoped CDOT funded projects with the same design team.

These individuals will all be supported by other GMS, Inc. professional staff as required in addition to support staff. This includes administrative roles as well as the needed surveying, GIS, and AutoCAD related activities.

The brief resumes of each the primary project team members are included in Attachment A to this response to Request for Qualifications of professional engineering services. Each staff member listed has a unique set of gifts, talents and skills that can be tapped to complete this project on behalf of the City of Creede.

Section 2 – Firm Capabilities, Past Performance and Experience

a. Firm Profile

As indicated in Section 1 – Firm Organization, the professional engineering services provided by GMS, Inc. address public utilities for water and wastewater management together with storm water management and roadway systems. GMS, Inc. also provides a very significant amount of consulting services for day-to-day operations of our public utilities and public works clients. More specifically, each of these disciplines are addressed by our services to include the activities listed below.

- Project identification, evaluation, planning and programming
- Conduct of preliminary engineering evaluations and reporting together with acknowledgement of funding challenges and identification of project funding approaches including local entity reserve funds, and grant and loan packages generally sourced through Colorado State agencies, Colorado State administered Federal programs and Federal programs
- Preparation of concept, schematic, and final designs and construction documents
- Preparation of procurement and bidding documents and administration of those processes
- Administration of construction contracts
- Onsite resident project representation
- Utility user charge and rate studies assessing utility operations, renewals and replacements, capital improvement financing, development of plant investment fees and programming revenue models to support complete utility agency operations
- Consultations on day-to-day challenges of public utilities and public works operations with agency staff

b. Capability to Provide Audited Indirect Cost Rate

GMS did not exceed \$500,000 in fees for CDOT administered projects in calendar year 2022, therefore an audited internal cost rate was not conducted. GMS can readily provide published labor categories and associated rates for all staff. Indirect costs are billed at actual cost with 10% markup and a summary of indirect costs is provided with each invoice.

c. Three Similar Projects

We offer the following prior projects that are similar in nature to that being requested by the City of Creede.

Town of Hugo Sidewalks Improvements Project

Project Name: Sidewalks Improvements Project
Owner: Town of Hugo
Contact: Maria Nestor, Town Clerk
PO Box 367
507 Fourth Street
Hugo, CO 80821
(719) 743-2485

Project Size: 1,300 SY of sidewalk, 500 SY of driveway, and miscellaneous improvements
Project Status: 90% Design Completion (FOR Submittal)

Estimated Budget: \$1,268,000
Summary of Work: The Town is utilizing state funding through CDOT for the removal and replacement of existing curb, gutter and sidewalk along several street segments within the Town of Hugo.

Town of Limon Main St. Ped Safety Improvements

Project Name: East Main (Hwy 24/40) & First Street Improvements
Owner: Town of Limon
Contact: Ms. Chris Snyder, Town Clerk
PO Box 9
100 Civic Center Drive
Limon, CO 80828
(719) 775-2346
Project Size: Reconstruct 2,300 feet of 2-lane gravel road with new asphalt section including two travel lanes and a bike lane, 1,210 SY of new sidewalk and ADA curb ramps, storm, lighting, and other miscellaneous improvements.
Project Status: 30% Design (FIR Submittal)
Estimated Budget: \$3,011,500
Summary of Work: The Town is utilizing federal and state funding through CDOT to improve multi-modal connectivity and improve a deficient street within the downtown area of Limon.

Beaty Avenue Bridge Replacement Project

Project Name: Beaty Avenue Bridge Replacement Project
Owner: Town of Manzanola
Contact: Ms. Shirley Adams, Mayor
PO Box 187
301 North Park Street
Manzanola, CO 81058
(719) 462-5544
Project Size: Replacement of the existing bridge structure at Beaty Avenue and the Catlin Canal crossing with a new, precast concrete box culvert, 100-feet of roadway reconstruction, replacement of 150-feet of water main, and other miscellaneous improvements.
Project Status: Construction completion, April 2021
Construction contract \$478,907.36 (Awarded construction amount)
Final construction total \$454,219.97 (Final contract amount, includes (1) project cost saving change order)
Project Description: The Town utilized CDOT Federal Off-Stem Bridge Funds to replace the Beaty Avenue bridge failing bridge over the Catlin Canal. GMS provided design, contract administration, funding administration, and construction management services throughout the whole project.

Ryus Avenue Bridge Replacement Project

Project Name: Ryus Avenue Bridge Replacement Project
Owner: Town of La Veta
Contact: Ms. Heather Hillis, Town Clerk
PO Box 174
209 South Main Street
La Veta, CO 81055
(719) 742-3631

Project Size: Replacement of the existing bridge structure at West Ryus Avenue and Cucharas River crossing with a new wider, precast concrete arch bridge, 150-feet of roadway reconstruction, and other miscellaneous improvements.

Project Status: Construction completion, August 2018

Construction contract \$875,100.30 (Awarded construction amount)

Final construction total \$799,856.40 (Final contract amount, includes (1) project cost saving change order)

Project Description: The Town utilized CDOT funding to replace the Ryus Avenue bridge at the Cucharas River Crossing. GMS provided construction management services to ensure that the design was followed and CDOT requirements were met.

d. Familiarity with CDOT Design Specifications

GMS, Inc. has extensive experience with DOT based standard specifications, including CDOT's. The 2022 CDOT Standard Specifications will provide the general conditions and overall project requirements. CDOT Standard Special Provisions will be incorporated as necessary based on the project scope and funding requirements. It is anticipated that numerous Project Special Provisions (PSP's) will be required due to the unique scope and nature of a downtown rehabilitation project that falls outside the typical scope of work covered in the standard specifications. Previously approved CDOT generated PSP's will be utilized wherever possible and consultant generated PSP's will be created as needed for all other unique project elements.

e. Familiarity with FHWA or CDOT Funded Projects

GMS, Inc. is familiar with each phase of CDOT funded local agency projects. The firm's experience spans from the Design Scoping Review meeting through Construction Closeout documentation. GMS, Inc. has partnered with five separate local agencies with work scopes ranging from bridge replacement, to sidewalk infill, to complete street reconstruction. Additionally, several of these projects have been completed in downtown areas where projects provide their own unique set of design challenges in order to work in and around existing infrastructure and historic features. These types of projects require additional coordination with both CDOT and the Local Agency client in order to meet CDOT requirements while providing a tailored design that serves the local agency and its unique community.

f. Pending Litigation

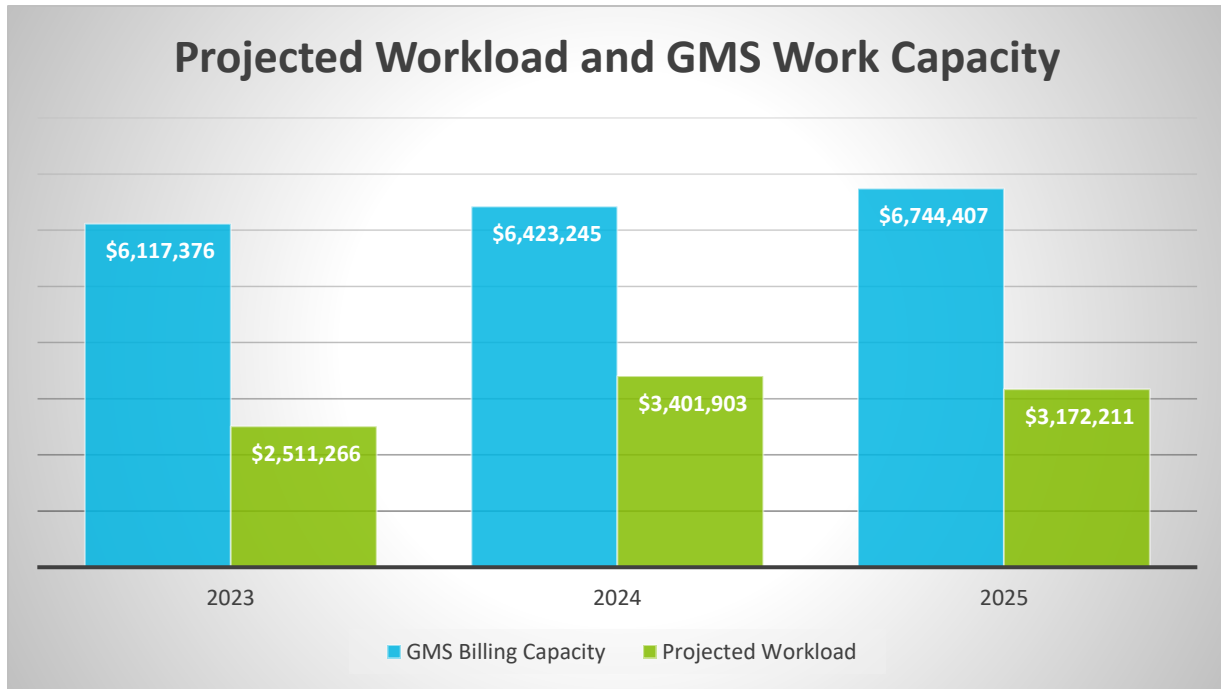
There is no pending litigation involving GMS, Inc. on any of our projects.

g. Current Workload

GMS, Inc. currently has \$9.08 million in contracted projects with completion dates spanning the next three years. GMS, Inc.'s maximum billing capacity is approximately \$6.12M on an annual basis, accounting for holidays and PTO. This assumes a 100% billing rate for all staff and is used for comparative purposes against the currently contracted projects.

The following graph depicts GMS, Inc.'s billing capacity against the projected workload through 2025. This graph shows that GMS, Inc. is capable of taking on and completing additional projects within this timeframe. The projected workload assumes a consistent monthly billing for every project over its contract duration. This is useful but not accurate. In actuality, all projects will be managed as necessary to meet their respective milestone deadlines, which means that work and actual billings will vary on a monthly basis. The billing capacity assumes a 5% annual wage increase, which is currently built into

the executed contracts given the current inflationary environment. The projected workload only accounts for contracts that are currently executed and does not include pending contracts or on-call engineering services, which GMS, Inc. is regularly responsive to for many of its clients.



h. Volume of Previously Awarded Projects

GMS, Inc. has been in business for over 45 years. During 2021 and 2022 calendar years, GMS, Inc. has billed \$4.39M and \$4.96M of direct staff time, respectively. These billings are indicative of GMS, Inc.’s capacity to take on and complete projects. Projects completed in just these two years range from water and wastewater facility plans, water and wastewater treatment plants or upgrades, utility upgrades and expansions, bridge reconstruction, street rehabilitation, drainage studies and many others. GMS, Inc. has the experience and capacity to take on projects across the breadth of civil engineering.

Section 3 – Project Approach and Schedule

a. Project Approach

Our project approach will always be performed in order to provide the City with a cost effective, efficient, thorough, and timely project.

The following approach provides a framework on how to address design projects with funding administered through CDOT.

A. Preliminary Design Phase

1. A Design Scoping Review meeting will be scheduled with City and CDOT staff. The items to be discussed shall include, but are not limited to:
 - a) Review the full scope of work to ensure all parties agree with expectations and the definition of the scope.
 - b) Determine if any additional CDOT requirements are needed after discussing the scope of the project.
 - c) Review and confirm the level of environmental review.
 - d) Review and confirm the appropriate level of public involvement.
 - e) Discuss the overall cost estimate and associated committed funding for the project.
2. Coordinate with City staff for locations on utilities. Coordinate and place information request to all other private utility providers within the project area.
3. Conduct a detailed topographical site survey within the project limits including the identification of surface features, existing underground and overhead private and public utilities, and measure downs of below grade utilities in structures.
4. Define any permits required. Review permitting requirements with the City to verify if any additional permits are required.
5. Review existing rights-of-way in relation to the proposed improvements and note any possible encroachments. Coordinate with the City as necessary to either reduce project scope and avoid encroachment or obtain ROW if necessary. It is noted that ROW acquisition is not anticipated and will require additional coordination with the City, property owner, and CDOT if needed.
6. Determine if any temporary construction easements will be needed for construction of the proposed improvements. If so, easements will be obtained following CDOT ROW clearance process.
7. Complete the defined environmental items as generated from the Design Scoping Review meeting and submit to CDOT for review.

8. Complete drainage analysis and submit preliminary drainage report to CDOT for review.
 9. Perform geotechnical pavement investigation and prepare pavement recommendation report meeting CDOT requirements for reconstruction areas.
 10. Prepare preliminary design plans and updated cost estimate.
 11. Submit preliminary design plans to CDOT for Field Inspection Review (FIR) meeting. Schedule and facilitate FIR meeting with City and CDOT staff to obtain initial review comments and confirm overall project direction and scope. A significant outcome of this meeting will be confirmation of project scope with respect to the available budget.
- B. During the final design phase, Engineer shall:
1. Adjust project scope if necessary following FIR meeting and incorporate FIR meeting comments from City and CDOT into design.
 2. Obtain environmental, ROW, and utility clearances from CDOT.
 3. Conduct public outreach with priority given to informing and meeting with property owners that will be impacted by project.
 4. Finalize drainage report, incorporating CDOT and City review comments.
 5. Prepare and update construction cost estimate as necessary during this phase to ensure that overall budget constraints are met.
 6. Prepare and submit overall bid package including 90% plans, specifications, and cost estimate meeting CDOT Final Office Review (FOR) requirements. CDOT 2022 Standard Specifications will be utilized. The bid package will also include required documentation from various funding agencies. Attend and facilitate FOR meeting with City and CDOT.
 7. Incorporate FOR review comments and finalize bid package. Resubmit to CDOT to obtain CDOT Concurrence to Advertise.

Close coordination will be maintained with City staff during the final design phase to ensure that the plans and specifications developed for the project will meet the City's needs. GMS, Inc. will provide updates to the City on progress being undertaken and associated submittals as desired by the City.

b. Project Schedule

Date	Task	Review Time	Additional Information
Aug. 1, 2023	Approx. Engineering Start Date		
Late Aug. 2023	Design Scoping Review Meeting (DSR)		Issues identified by CDOT that must be addressed for construction; NEPA level determined; Finding in Public Interest (FIPI) determined; Confirmation of survey limits
Sept. 2023	Surveying		
Sept. – Nov. 2023	Preliminary Design Process		30% Plans; Right-of-Way research; Preliminary Hydraulic/Drainage Memorandum (to include the memorandum; 70-80% Plans; draft project special provisions)
Oct. 2023 to Feb. 2024	Public Involvement		As determined by FIPI
Nov. 2023	FIR (30% plan) Submittal to CDOT	2-4 weeks CDOT review time	
Early Dec. 2023	FIR Meeting		Plan review meeting and optional field review meeting
Dec. 2023 to Feb. 2024	Final Design Process		90% Plans and Specifications; Right-of-Way Clearance Process; Environmental Clearance Process; Utility Clearance Process; Final Hydraulic Report
Mar. 2024	FOR (90% Plans and Specs) Submittal to CDOT	2-3 weeks CDOT review time	
Late Mar. 2024	FOR Meeting		
April 2024	Final PS&E Submittal for CDOT approval	1-3 weeks CDOT review time	
April 2024	CDOT grants permission to bid project		
May 2024	Bid		Advertise project for 3 weeks prior
June 2024	Award Contract/Notice to Proceed		
July 2023	Approximate construction start date		Approximately one month after Notice of Award
Nov. 2024	End Construction		Anticipate 5 month construction project

Section 4 – References

<u>Client</u>	<u>Contact</u>
Town of Hugo PO Box 367 507 Fourth Street Hugo, CO 80821 (719) 743-2485	Maria Nestor, Town Clerk
Town of Limon PO Box 9 100 Civic Center Drive Limon, CO 80828 (719) 775-2346	Greg Tacha, Town Manager Gillian Laycock, Assistant Town Manager Chris Snyder, Town Clerk
Town of Manzanola PO Box 187 . 301 North Park Street Manzanola, CO 81058 (719) 462-5544	Shirley Adams, Mayor Kris Baylor, Town Clerk
Town of La Veta PO Box 174 209 South Main Street La Veta, CO 81055 (719) 742-3631	Doug Brgoch, Mayor Heather Hillis, Town Clerk

JASON D. MEYER

EDUCATION

- * Colorado State University, Ft. Collins, Colorado, B.S., Watershed Science, 1998
- * University of Colorado, Denver, Colorado, M.S., Water Resources Engineering, 2002

REGISTRATION

- * Professional Engineer: Colorado No. 40767

PROFESSIONAL EXPERIENCE

- * GMS, Inc., Consulting Engineers 2002 to present
- * Principal of the firm of GMS, Inc., Consulting Engineers 2015 to present

Principal in charge of:

- * New 0.86 MGD mechanical wastewater treatment plant and collection system rehabilitation for the Town of La Veta, Colorado
- * Wastewater collection system rehabilitation focused on elimination of the infiltration of zinc-laden water for the Town of Silver Plume, Colorado
- * Water system evaluation with the design of 47 blocks of distribution mains ranging from 8" to 18" including design, bid and construction administration, and aid in funding administration for the City of Trinidad, Colorado
- * Evaluation of 24" transmission line including the design, bid and construction administration of the replacement transmission line for the City of Trinidad, Colorado

Water Projects

Project Engineering, design and construction management of water system evaluations and design/contract administration for expansions, upgrades and replacements for water systems including supply, transmission, distribution, water storage and treatment related facilities

Wastewater Projects

Project Engineering, design and construction management of wastewater treatment facility evaluations and design/contract administration of construction, expansions, upgrades and/or replacement of wastewater treatment plants, sewage lift stations and collection systems

- * Camp Dresser & McKee 1998 - 2002

TREVIS D. SMITH

EDUCATION

- * Oregon State University, Corvallis, Oregon, B.S., Civil Engineering, 1997
- * George Fox University, Newberg, Oregon, B.S., Applied Science, 1996

REGISTRATION

- * Professional Engineer: Colorado No. 0061669
- * Professional Engineer: Washington No. 40187
- * Professional Engineer: Oregon No. 56420PE

PROFESSIONAL EXPERIENCE

- * **GMS, Inc., Consulting Engineers** 2022 to present

Senior Project Manager
 - * Town of Limon: Currently managing Main Street Pedestrian Safety Improvement CDOT funded project. The project consists of 2,600 feet of road reconstruction with new bicycle lane and 2,600 feet of sidewalk infill.
 - * Town of Hugo: Co-managing Main Street Sidewalk Replacement project which consists of CDOT coordination, preparation of contract specifications, and project management.
 - * Project manager for eight separate projects which includes water system evaluations, water treatment plant improvements, wastewater collection system evaluations, and a drainage master plan.

- * **City of Beaverton** 2019 to 2022

Project Engineer for pipeline, sidewalk, and roadway projects

- * **Engineering Ministries International** 2010 to 2019

Project Manager responsible for overseeing all aspects of project development, design, and coordination for 16 multi-discipline projects in locations throughout the Middle East and Africa.

- * **Wallis Engineering** 2001 to 2010
 - * Managed/designed over 50 projects in Oregon & Washington including water reservoirs, pump stations, distribution and transmission mains, treatment plant improvements, collection system improvements, and pump stations, transportation, and storm drainage improvement projects.
 - * Provided construction management oversight and inspection for the \$3.2M wastewater treatment plant expansion in Ridgefield, WA.
 - * Managed construction for the \$4.2M Beaver Creek Road Improvements Project in the City of Oregon City, OR.

MARK A. LEASURE

EDUCATION

- * University of Northern Colorado, Greeley, Colorado, B.S. Business Management, 1983

REGISTRATION

- * Land Surveyor Intern: Colorado

PROFESSIONAL EXPERIENCE

- * GMS, Inc., Consulting Engineers August 2006 to present
Resident Representative/Engineering Design Technician
 - * Penrose Water District - Resident project representative services and surveying for over 30,000 feet of 12-inch water transmission line, installation of four new wells, pump house with associated water storage tank, discharge structure into reservoir and modifications to ditch headgate
 - * Cherokee Metropolitan District - Resident project representative services and surveying for Construction observation and field surveying on Duncan Well Water Transmission Line
 - * Town of Boone: Resident project representative and field surveying for water distribution system improvements, tank rehabilitation and new water treatment plant
 - * Town of Rockvale: Resident project representative services and surveying for 15,500 feet of water transmission line, rehabilitation of six wells with infiltration piping and rehabilitation of existing raw water storage facility
 - * Town of Silver Plume: Resident project representative and surveying services for significant sanitary sewage collection system replacements
 - * Town of Kim: Resident project representative and surveying on 29,500 LF of transmission line, communitywide meter pit assembly replacements, booster station and bolted steel water storage tank
 - * Perform Field Surveying and Design Technician Services: Worked on a multitude of water and wastewater projects for municipal and special district clients
- * Colorado Springs Sky Sox 1988 to 2006
Senior VP of Stadium Operations/Head Groundskeeper
- * School District 11, Colorado Springs, Colorado 2002 to present
Licensed Substitute Teacher

EDUCATION

- * University of Southern Colorado, B.S., Civil Engineering Technology, 1979-1983

REGISTRATION

- * Professional Land Surveyor: Colorado Registration No. 25382, Effective January 1988

PROFESSIONAL EXPERIENCE

- * GMS, Inc., May 1990 to present

Pipeline route selection, surveying, easement and permit preparation, project design, project management and construction administration for the following clients:

- * City of Colorado Springs: Colorado Avenue Gateway, Boulder Street storm Sewer, Ivywild sidewalk improvements - Phase 4 and Southwest Water Project - Segment 3
- * Fountain Sanitation District: Jimmy Camp Creek Sanitary Sewer Outfall
- * City of Las Animas: Water, wastewater and storm sewer system improvements
- * Town of Manzanola: Wastewater treatment plant expansion, water and wastewater system improvements and bridge replacement

Partial Listing – Water Projects

- | | |
|---------------------------------------|-----------------------|
| * Town of Akron | * Town of Pritchett |
| * Town of Arriba | * Town of Springfield |
| * Town of Brookside | * Town of Starkville |
| * Cascade Metropolitan District No. 1 | * Town of Swink |
| * Town of Crowley | * City of Trinidad |
| * Town of Eads | * Town of Two Buttes |
| * Town of Gardner | * Town of Vilas |
| * Town of Kim | * City of Walsenburg |
| * Town of Kit Carson | * Town of Walsh |
| * Penrose Water District | * Town of Wiley |

Partial Listing – Wastewater Projects

- | | |
|-------------------------|-----------------------------------|
| * Town of Akron | * Town of Ordway |
| * Town of Crowley | * Otis Sanitation District |
| * Town of Gardner | * Palmer Lake Sanitation District |
| * Town of Kit Carson | * Town of Silver Plume |
| * Town of La Veta | * Town of Springfield |
| * Town of Pritchett | * Town of Vilas |
| * Town of Olney Springs | * City of Walsenburg |

ERICA M. COUNTRYMAN

EDUCATION

- * Wartburg College, B.S. Engineering Science, 2018

PROFESSIONAL EXPERIENCE

- * **GMS, Inc., Consulting Engineers** May 2019 to present

Resident Project Representative/Staff Engineer:

- * **SECWCD:** Water system modeling for Crowley County Water System connection to AVC and possible regionalization with nearby Towns.
- * **Palmer Lake Sanitation District:** Prepare the Environmental Assessment as part of the State Revolving Fund process.
- * **Town of Granada:** Prepare the Environmental Assessment as part of the Drinking Water Revolving Fund process.
- * Certified payroll report review for many projects.
- * Completing prequalification applications for clients for both the DWRF and WPCRF application process.
- * **Monument Sanitation District:** Resident project representative services for wastewater collection system and lift station installation for the new Wagons West development.
- * **Cucharas Sanitation and Water District:** Resident project representative services for water distribution system improvements.
- * **Monument Sanitation District:** Field surveying and GIS design technician for sanitary sewer mapping.
- * **City of Walsenburg:** GIS design technician for sanitary sewer mapping.
- * **Town of Vona:** Analyze the Town drainage patterns and prepare a master drainage plan.

- * **Christopher B. Burke Engineering, Rosemont, Illinois** August 2018 to December 2018

Civil Engineering Intern:

- * **Town of Shorewood:** Project inspection for sanitary sewer manhole improvements, water well replacement, and pedestrian bridge construction.
- * Pre and post lot inspections for new home construction in Shorewood, IL.

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Joey has extensive experience managing geotechnical services on a wide variety of Colorado municipality and CDOT infrastructure projects including bridges, roadways, retaining structures, and trails. He has experience coordinating and managing subsurface exploration programs including auger, rotary, and rock coring. His pavement design recommendations have included both flexible hot mix asphalt (HMA) and rigid Portland cement concrete pavement (PCCP) designs. In addition, he has experience with unstable or poor-quality subgrades and full depth reclamation (FDR) and overlay designs to maximize the pavement section and minimize project budgets. He regularly provides bridge design recommendations including driven piles, drilled shafts, micropiles, and footings. In addition, he also provides recommendations for retaining walls, and evaluating slope stability.

PROJECT EXPERIENCE

S. Broadway and US-285 Interchange | Englewood, CO

Joey was the project manager for the proposed improvements of the S. Broadway / US-285 interchange. This local agency project involves replacing the existing overpass structure and reconfiguring the interchange on- and off-ramps.

Pavement along CDOT right-of-way were designed using mechanistic-empirical (M-E) design techniques using Pavement M-E software and required review and coordination with CDOT Materials staff. Joey also oversaw the development of geotechnical recommendations for the design of drilled shaft to support the bridge abutments and to provide earth retention below the underpass.

CDOT C470 and Morrison Road Improvements | Morrison, CO

Joey served as a project engineer for this bridge replacement project. The proposed bridge replacement includes C470 mainline bridges over Bear Creek and Morrison Road. In addition, pavement design recommendations were provided for Morrison Road, C470 mainline and on/off ramps.

County Line and Inverness Intersection Improvements | Centennial, CO

Joey was a project engineer for this project to reconfigure the intersection of County Line Road and Inverness Drive. He managed and executed a subsurface exploration program that required coordination with multiple municipalities, counties, and private property owners, while minimizing impacts to the travelling public. He provided design recommendations and construction considerations for pavements, a cantilever drilled shaft wall, a conventional concrete retaining wall, and earthwork.

8th Avenue Bridge | Denver, CO

Joey served as the project manager for the design and construction observation and materials testing for the CCD 8th Avenue Bridge project, which included a new bridge to carry 8th Avenue over the South Platte River. Bridge design recommendations as well as pavement design following MGPEC standards were provided. During construction, Joey oversaw field observations of the 48-inch and 36-inch diameter drilled shafts. In addition, materials testing included concrete testing of the drilled shaft concrete, deck pour, abutments, and other miscellaneous structures. In addition, compaction testing was completed on backfill materials and asphalt paving.

Nichols Road Improvements | Pueblo, CO

Joey provided foundation and pavement design as a project engineer for this project located in Pueblo West, Colorado, north of the Lake Pueblo State Park. The project consists of roadway improvements and reconstruction of the S. Nichols Road pavements along with additional improvements at the intersection of S. Nichols Road and W. McCulloch Boulevard. A pedestrian bridge was also constructed as part of the associated trail project. Both cast-in-place footings and a geosynthetic reinforced soil abutment-integrated foundation systems were considered in design for the pedestrian bridge. Traffic loading ESALs were projected using available traffic data and assumptions about the future traffic loadings. Pavement design alternatives were provided for S. Nichols Road and W. McCulloch Boulevard.

Barnes Road Improvements | Colorado Springs, CO

Joey was the project manager for the Barnes Road Widening Project in Colorado Springs, Colorado. The project involved approximately 0.5 miles of widening design including new asphalt pavement and cast-in-place concrete and mechanically stabilized earth wall design. The proposed widening will include a raised median, two lanes in each direction, a sidewalk, multiuse trail, and turning lanes where applicable.



EDUCATION

MS, Civil Engineering, University of Colorado Boulder, 2013

BS, Civil Engineering, University of Colorado Boulder, 2013

REGISTRATION

Professional Engineer, CO

YEARS EXPERIENCE

10 years