



CITY COUNCIL

WORKSHOP AND REGULAR MEETING AGENDA

June 5, 2024
7:00 PM
202 Railroad Avenue, Rifle, CO

6:00 PM - Workshop Meeting

Discussion and Review

- a. Presentation on the Rifle Municipal Code to Require the Proper Display of License Plates
- b. Update on City Capital Projects, Grants, and Planning Efforts

7:00 PM - Regular Meeting

- 1. **Call to Order**
- 2. **Pledge of Allegiance**
- 3. **Roll Call**
- 4. **Public Comment** *(maximum time permitted for Public Comment is 3 minutes per person) *(Reserved for general comments or items on the agenda that are not a public hearing)
- 5. **Consent Agenda**
 - 5.a. Consider Minutes of the May 15, 2024 Regular Meeting
 - 5.b. Consider Liquor License Renewal for Zunu Investments, LLC dba Black Bear Liquor
 - 5.c. Consider Approving Clarification of Exemption for Contractors Purchasing Materials for the Construction of Governmental Infrastructure Assets - Ordinance No.13 Series of 2024 - 2nd Reading
 - 5.d. Consider Amending Article XI of Chapter 10 of the Rifle Municipal Code Regarding Amplified Sound Devices in Residential Zoned Areas - Ordinance No. 14, Series of 2024 - 2nd Reading
- 6. **Action, if any, on Workshop Items**
- 7. **Regular Agenda**
 - 7.a. Consider Establishing the Compensation of the Rifle Municipal Judge and Associate Municipal Judge - Resolution No. 14, Series of 2024

- 7.b. Consider Awarding Bid to Colorado River Engineering for Penwell Professional Engineering Services
- 7.c. Consider Enacting Section 8-1-207 of the Rifle Municipal Code to Require the Proper Display of License Plates - Ordinance No. 16, 2024 - 1st Reading
- 7.d. Consider Amendment to the Rifle Municipal Code to allow for Administrative Approval of Minor Amendments to Conditional Use Permits - Ordinance No. 15, Series of 2024 - 1st Reading
- 7.e. Consider Awarding Bid to KLJ for the Safe Streets Project - Rifle Safety Action Plan
- 7.f. Consider Approving the Lighting Installation Contract by Xcel Energy for Railroad 5th Street to 9th Street

8. Administrative Reports

- 8.a. Report to City Manager

9. Comments from Mayor and Council

10. Adjournment

ACCESSIBILITY STATEMENT

The City of Rifle values full inclusion and access for all of our facilities, programs, activities and services. We are pleased to provide meaningful accommodations to comply with the Americans with Disabilities Act (ADA) and reasonably provide translation, interpretation, modifications, accommodations, alternative formats, auxiliary aids, and services. To request special assistance, call City Clerk Alexis Ramirez at 970-665-6405 or email aramirez@rifleco.org. Please allow 48 hours for your requests to be met.

La Ciudad de Rifle valora la plena inclusión y acceso para todas nuestras instalaciones, programas, actividades y servicios. Nos complace proporcionar alojamientos significativos para cumplir con la Ley de Estados Unidos con Discapacidades (ADA) y proporcionar razonablemente traducciones, interpretaciones, modificaciones, adaptaciones, formatos alternativos, ayudas auxiliares y servicios. Para solicitar asistencia especial, llame a la City Clerk Alexis Ramírez al 970-665-6405 o envíe un correo electrónico a aramirez@rifleco.org. Por favor, permita 48 horas para que se atiendan sus solicitudes.



Agenda Item #a.

Agenda Item Name:

Presentation on the Rifle Municipal Code to Require the Proper Display of License Plates

Presenter:

Kathy Pototsky, Court Clerk / PIO

Item Description:

Amendment of the Rifle Municipal Code to require properly displayed license plates assigned to the vehicle for the current registration year.

Recommended Action:

No action needed for Workshop item. Ordinance is on the regular agenda.

Fiscal Impact:

None

Operational Impact:

None

Prior Board Motions:

None

Background Information:

This amendment is to better regulate and enforce the need for vehicles operated or parked in the City to have the proper license plates. This law already exists at the state level.

Executive Summary:

This amendment to the code will allow this violation to be written into municipal court opposed to state court.

Notification Requirements:

None

Prepared By:

Kathy Pototsky, Court Clerk / PIO

Attachments:

1. Ordinance No. 16-Valid License Plates (002)

**CITY OF RIFLE, COLORADO
ORDINANCE NO. 16
SERIES OF 2024**

AN ORDINANCE OF THE CITY OF RIFLE, COLORADO ENACTING
SECTION 8-1-207 OF THE RIFLE MUNICIPAL CODE TO REQUIRE THE
PROPER DISPLAY OF LICENSE PLATES ASSIGNED TO A VEHICLE FOR
THE CURRENT REGISTRATION YEAR.

WHEREAS, the City of Rifle (“Rifle” or the “City”) is a home-rule municipality organized pursuant to Article XX of the Colorado Constitution and with the authority of the Rifle Home Rule Charter; and

WHEREAS, Chapter 8, Article I of the City of Rifle Municipal Code (the “Code”) adopts by reference the 2020 Edition of the Model Traffic Code, with local amendments; and

WHEREAS, City staff has determined that the existing Code provisions require additional amendment to better regulate and enforce the need for vehicles operated or parked in the City to maintain current registration with the State as displayed on assigned license plates; and

WHEREAS, the City Council finds and determines that the enactment of Section 8-1-207 of the Code is in the best interest of the public health, safety and welfare of the citizens of Rifle.

NOW, THEREFORE, THE COUNCIL OF THE CITY OF RIFLE, COLORADO, ORDAINS THAT:

1. The foregoing recitals are incorporated by reference as findings and determinations of the City Council.

2. Section 8-1-207 of the Rifle Municipal Code is hereby enacted as follows:

Sec. 8-1-207. –LICENSE PLATES REQUIRED:

A new section 1420 of the adopted code is hereby enacted, to read as follows:

1420. License plates required.

All motor vehicles operated or parked within the city must properly display the license plates assigned to the vehicle for the current registration year.

3. The effective date of this Ordinance shall be August 1, 2024.

INTRODUCED on June 5, 2024 read by title, passed on first reading, and ordered published as required by the Charter.

INTRODUCED a second time at a regular meeting of the Council of the City of Rifle,

City of Rifle, Colorado
Ordinance No. 16, Series of 2024
Page 2 of 2

Colorado on June 19, 2024, passed without amendment, approved, and ordered published in full as required by the Charter.

DATED this _____ day of _____, 2024.

CITY OF RIFLE, COLORADO

By _____
Mayor

ATTEST:

City Clerk



Agenda Item #b.

Agenda Item Name:

Update on City Capital Projects, Grants, and Planning Efforts

Presenter:

Patrick Waller, Interim City Manager

Item Description:

Update on City Projects

Recommended Action:

Informational - No Action Required

Fiscal Impact:

N/A

Operational Impact:

N/A

Prior Board Motions:

N/A

Background Information:

N/A

Executive Summary:

City Manager update for Council on capital projects and upcoming planning projects

Notification Requirements:

No notice required.

Prepared By:

Patrick Waller, Interim City Manager

Attachments:

None



Agenda Item #5.a.

Agenda Item Name:

Consider Minutes of the May 15, 2024 Regular Meeting

Presenter:

Alexis Ramirez, City Clerk

Item Description:

Consider Minutes of the May 15, 2024, Regular Meeting

Recommended Action:

Move to approve the minutes of the May 15, 2024, City Council Regular Meeting

Fiscal Impact:

N/A

Operational Impact:

N/A

Prior Board Motions:

N/A

Background Information:

N/A

Executive Summary:

Minutes of the May 15, 2024, Regular Meeting

Notification Requirements:

N/A

Prepared By:

Alexis Ramirez, City Clerk

Attachments:

1. 05.15.2024 DRAFT Minutes



RIFLE CITY COUNCIL

REGULAR MEETING

May 15, 2024

7:00 p.m.

202 Railroad Avenue, Rifle, CO

CALL TO ORDER & ROLL CALL

A regular meeting of the Rifle City Council was called to order at 7:00 p.m. by Mayor Sean Strode.

Present at Roll Call:

Councilor Karen Roberts, Councilor Clint Hostettler, Councilor Joe Carpenter, Councilor Chris Bornholdt and Mayor Sean Strode.

Councilor Hostettler moved to excuse Councilor Condie and Councilor Gresley from tonight's meeting.

Roll Call: Yes - Karen Roberts, Clint Hostettler, Joe Carpenter, Chris Bornholdt, and Sean Strode.

No – None.

Others Present:

Interim City Manager Patrick Waller, Interim City Clerk Alexis Ramirez, City Attorney Jim Neu, Rifle Cable 10 Manager (RCTV) Michael Churchill, Chief of Police Debra Funston, Patrol Sergeant Nick Flatten, Detective Sergeant Dewey Ryan, Corporal Diego Pina, Patrol Officer Josh Allison, Detective Jose Valadez, Police Officer Kallie MacCain, Patrol Officer Colby Dunn, Patrol Officer Kyle Green, Patrol Officer Haley Walker, Patrol Officer Mason Burris, Lieutenant Mike Kuper, CSO Dawn Neely, PD Executive Assistant Angela Mills, Finance Director Scott Rust, IT System Administrator Brenda Maes, Deb Grizzle, Theresa Hamilton, Matthew Starr, Trish O'Grady, Salome Gonzales, Jennifer, Tino Gonzales, Brittain Fletchal and Abdon Rivera.

PUBLIC COMMENT

Public Comments were heard from Deb Grizzle, Theresa Hamilton, Matthew Starr, Trish O'Grady, Salome Gonzales, Jennifer, Tino Gonzales, and Brittain Fletchal.

Trish O'Grady provided copies of articles referenced to in public comment.

CONSENT AGENDA – CONSIDER THE FOLLOWING ITEMS:

- A. Consider Minutes of the May 1st, 2024 Regular Meeting

Councilor Clint Hostettler moved to approve Consent Agenda Item A; seconded by Councilor Karen Roberts.

Roll Call: Yes - Joe Carpenter, Chris Bornholdt, Clint Hostettler, Karen Roberts and Sean Strode.

No – None.

PRESENTATION

Swearing in Officer Colby Dunn and Officer Mason Burris

Chief of Police Debra Funston provided a summary of the extensive field training program both Officer Colby and Officer Mason Burris completed this spring. Officer Dunn's first official shift as an officer with the Rifle Police Department occurred on May 3rd, 2024. Officer Burris's first official shift as an officer with the Rifle Police Department occurred on May 11th, 2024.

Interim City Clerk Alexis Ramirez administered the oath of office to Officer Colby Dunn and Officer Mason Burris.

Badge Pinning was conducted by Officer Burris's wife and Officer Dunn's mother.

REGULAR AGENDA

Consider Appointment to the Parks and Recreation Advisory Board

Parks and Recreation Director Austin Rickstrew presented a request to consider the appointment of John Douglas to fill the vacant position on the Rifle Parks and Recreation Advisory Board. The Parks and Recreation Advisory Board (PRAB) consists of 8 Board members, 7 regular members, and 1 alternate member. The appointee will be completing the term of Josi Kander, which ends in 2025. Staff solicited and received 1 application for the vacant seat. The Parks and Recreation Board is in charge with screening board member applications, interviewing candidates, and recommending candidates to the Council for appointment. The Parks and Recreation Board has completed the prescribed process and recommends John Douglas for the alternate position.

Councilor Clint Hostettler moved to approve the appointment of John Douglas to fill the vacant position of the Rifle Parks and Recreation Advisory Board; seconded by Councilor Joe Carpenter. Roll Call: Yes - Chris Bornholdt, Clint Hostettler, Karen Roberts, Joe Carpenter and Sean Strode. No – None.

Consider Approving Clarification of Exemption for Contractors Purchasing Materials for the Construction of Governmental Infrastructure Assets – Ordinance No. 13, Series of 2024 – 1st Reading

Finance Director Scott Rust presented a request to consider approving clarification of exemption for contractors purchasing materials for the Construction of Governmental Infrastructure Assets – Ordinance No. 13, Series of 2024 – 1st Reading. Contractors, working on behalf of the City, have recently had issues with purchasing materials/supplies under a tax-exempt status for City projects. The code does address this and does grant an exemption for these purchases. However, the language presently in the code can be easily misunderstood by taxpayers. The changes as presented in the ordinance will bring clarity to this exemption.

Finance Director Scott Rust answered questions for Council.

Councilor Clint Hostettler moved to approve Ordinance No. 13, Series of 2024, on first reading and order it to be published as required by Charter; seconded by Councilor Karen Roberts. Roll Call: Yes - Karen Roberts, Clint Hostettler, Chris Bornholdt, Joe Carpenter, and Sean Strode. No – None.

Consider Amending Article XI of Chapter 10 of the Rifle Municipal Code Regarding Sound Devices in Residential Zoned Areas – Ordinance No. 14, Series of 2024 – 1st Reading

City Attorney Jim Neu presented a request to consider amending Article XI of Chapter 10 of the Rifle Municipal Code Regarding Sound Devices in Residential Zoned Areas – Ordinance No. 14, Series of 2024 – 1st Reading. Item was discussed on the May 1st, 2024, Council Workshop meeting. Staff reviewed the local noise ordinance and recommends approval of changing the Rifle Municipal Code (RMC) Sec. 10-11-80. – Amplified sound devices time of use, from 12:00 a.m. to 10:00 p.m. in residential zoned areas to make the time identical to the closing hours of local parks.

Comments were heard from Councilor Clint Hostettler and Mayor Sean Strode.

Councilor Karen Roberts moved to approve the proposed amendment of RMC 10-11-80 changing the time from 12:00 am to 10:00 pm with Ordinance No. 14, Series of 2024, on first reading as presented and order it to be published as required by Charter; seconded by Councilor Clint Hostettler.

Roll Call: Yes - Joe Carpenter, Karen Roberts, Chris Bornholdt, Clint Hostettler and Sean Strode.
No – None.

Consider Withdrawal of the More Housing Now Grant Application

Interim City Manager Patrick Waller presented a request to consider the withdrawal of the More Housing Now Grant application. The More Housing Now grant was meant to be a backup in case the City was not awarded the full \$4 million for the Strong Communities grant. Since the City has been awarded the Strong Communities grant, the City of Rifle's DOLA representative has recommended that the City withdraw from the More Housing Now grant consideration. A formal withdrawal requires action by the City Council.

Councilor Clint Hostettler moved to approve the City of Rifle's withdrawal from the More Housing Now grant program; seconded by Councilor Joe Carpenter.

Roll Call: Yes - Chris Bornholdt, Clint Hostettler, Karen Roberts, Joe Carpenter, and Sean Strode.

No – None.

Consider Approval of City Clerk Appointment

Interim City Manager Patrick Waller presented the request to consider the appointment of Interim City Clerk Alexis Ramirez as the new City Clerk. Interim City Manager Patrick Waller explained the succession plan in place according to the Municipal Code to promote a new City Clerk. Alexis Ramirez was hired on with City of Rifle as the Deputy City Clerk after formerly serving the City of Minneota, MN for 5 ½ years. Staff recommends the appointment of Alexis Ramirez as the new City Clerk for the City of Rifle.

Comment was heard from Mayor Strode.

Councilor Karen Roberts moved to approve City Managers appointment of Alexis Ramirez as the new City Clerk; seconded by Councilor Clint Hostettler.

Roll Call: Yes – Karen Roberts, Clint Hostettler, Chris Bornholdt, Joe Carpenter and Sean Strode.
No – None.

Report to City Manager

Reports were heard from Interim City Manager Patrick Waller, Chief of Police Debra Funston, City Attorney Jim Neu and Parks and Recreation Director Austin Rickstrew.

Comments from Mayor and Council

Comments were heard from Councilor Clint Hostettler, Councilor Joe Carpenter and Mayor Sean Strode.

Adjournment

Meeting adjourned at 7:46 p.m.

Alexis Ramirez
Interim City Clerk

Sean Strode
Mayor



Agenda Item #5.b.

Agenda Item Name:

Consider Liquor License Renewal for Zunu Investments, LLC dba Black Bear Liquor

Presenter:

Misty Williams, City Clerk

Item Description:

Liquor Store License Renewal for Zunu Investments, LLC dba Black Bear Liquor

Recommended Action:

I move to approve the Liquor License Renewal application for Zunu Investments, LLC dba Black Bear Liquor

Fiscal Impact:

None

Operational Impact:

None

Prior Board Motions:

None

Background Information:

Zunu Investments, LLC dba Black Bear Liquor located at 1250 Railroad Avenue, Rifle, CO has submitted a Liquor Store License Renewal Application.

The application is complete and the appropriate fees have been paid.

Executive Summary:

None

Notification Requirements:

None

Prepared By:

Alexis Ramirez, City Clerk

Attachments:

1. REDACTED - Renewal Black Bear Liquors

APPLICANT ID: 800543

Submit to Local Licensing Authority

BLACK BEAR LIQUOR
17774 PRESTON ROAD
Dallas TX 75252

Fees Due	
Renewal Fee	352.50
Storage Permit \$100 X _____	\$
Sidewalk Service Area \$75.00	\$
Additional Optional Premise Hotel & Restaurant \$100 X _____	\$
Related Facility - Campus Liquor Complex \$160.00 per facility	\$
Amount Due/Paid	\$

Make check payable to: Colorado Department of Revenue. The State may convert your check to a one-time electronic banking transaction. Your bank account may be debited as early as the same day received by the State. If converted, your check will not be returned. If your check is rejected due to insufficient or uncollected funds, the Department may collect the payment amount directly from your banking account electronically.

Retail Liquor License Renewal Application

Please verify & update all information below

Return to city or county licensing authority by due date

Licensee Name ZUNU INVESTMENTS LLC		Doing Business As Name (DBA) BLACK BEAR LIQUOR	
Liquor License #	License Type Retail Liquor Store (city)		
Sales Tax License Number	Expiration Date 05/11/2024	Due Date 03/27/2024	
Business Address 1250 RAILROAD AVENUE Rifle CO 81650			Phone Number 9035393085
Mailing Address		Email staff@storemgmt.com	
Operating Manager	Date of Birth	Home Address	Phone Number
1. Do you have legal possession of the premises at the street address above? ☒ Yes ☐ No Are the premises owned or rented? ☐ Owned ☒ Rented* *If rented, expiration date of lease _____			
2. Are you renewing a storage permit, additional optional premises, sidewalk service area, or related facility? If yes, please see the table in upper right hand corner and include all fees due. ☐ Yes ☐ No			
3a. Are you renewing a takeout and/or delivery permit? (Note: must hold a qualifying license type and be authorized for takeout and/or delivery license privileges) ☐ Yes ☒ No			
3b. If so, which are you renewing? ☐ Delivery ☐ Takeout ☐ Both Takeout and Delivery			
4a. Since the date of filing of the last application, has the applicant, including its manager, partners, officer, directors, stockholders, members (LLC), managing members (LLC), or any other person with a 10% or greater financial interest in the applicant, been found in final order of a tax agency to be delinquent in the payment of any state or local taxes, penalties, or interest related to a business? ☐ Yes ☒ No			
4b. Since the date of filing of the last application, has the applicant, including its manager, partners, officer, directors, stockholders, members (LLC), managing members (LLC), or any other person with a 10% or greater financial interest in the applicant failed to pay any fees or surcharges imposed pursuant to section 44-3-503, C.R.S.? ☐ Yes ☐ No			
5. Since the date of filing of the last application, has there been any change in financial interest (new notes, loans, owners, etc.) or organizational structure (addition or deletion of officers, directors, managing members or general partners)? If yes, explain in detail and attach a listing of all liquor businesses in which these new lenders, owners (other than licensed financial institutions), officers, directors, managing members, or general partners are materially interested. ☐ Yes ☒ No			
6. Since the date of filing of the last application, has the applicant or any of its agents, owners, managers, partners or lenders (other than licensed financial institutions) been convicted of a crime? If yes, attach a detailed explanation. ☐ Yes ☒ No			

7. Since the date of filing of the last application, has the applicant or any of its agents, owners, managers, partners or lenders (other than licensed financial institutions) been denied an alcohol beverage license, had an alcohol beverage license suspended or revoked, or had interest in any entity that had an alcohol beverage license denied, suspended or revoked? If yes, attach a detailed explanation. ☐ Yes ☒ No
8. Does the applicant or any of its agents, owners, managers, partners or lenders (other than licensed financial institutions) have a direct or indirect interest in any other Colorado liquor license, including loans to or from any licensee or interest in a loan to any licensee? If yes, attach a detailed explanation. ☐ Yes ☒ No

Affirmation & Consent I declare under penalty of perjury in the second degree that this application and all attachments are true, correct and complete to the best of my knowledge.		
Type or Print Name of Applicant/Authorized Agent of Business Zuha Mohammad		Title Owner
Signature <i>Zuha Mohammad</i>		Date May 8, 2024
Report & Approval of City or County Licensing Authority The foregoing application has been examined and the premises, business conducted and character of the applicant are satisfactory, and we do hereby report that such license, if granted, will comply with the provisions of Title 44, Articles 4 and 3, C.R.S., and Liquor Rules. Therefore this application is approved.		
Local Licensing Authority For		Date
Signature	Title	Attest

Tax Check Authorization, Waiver, and Request to Release Information

I, Zuha Mohammad am signing this Tax Check Authorization, Waiver and Request to Release Information (hereinafter "Waiver") on behalf of Zunu Investments LLC (the "Applicant/Licensee") to permit the Colorado Department of Revenue and any other state or local taxing authority to release information and documentation that may otherwise be confidential, as provided below. If I am signing this Waiver for someone other than myself, including on behalf of a business entity, I certify that I have the authority to execute this Waiver on behalf of the Applicant/Licensee.

The Executive Director of the Colorado Department of Revenue is the State Licensing Authority, and oversees the Colorado Liquor Enforcement Division as his or her agents, clerks, and employees. The information and documentation obtained pursuant to this Waiver may be used in connection with the Applicant/Licensee's liquor license application and ongoing licensure by the state and local licensing authorities. The Colorado Liquor Code, section 44-3-101, et seq. ("Liquor Code"), and the Colorado Liquor Rules, 1 CCR 203-2 ("Liquor Rules"), require compliance with certain tax obligations, and set forth the investigative, disciplinary and licensure actions the state and local licensing authorities may take for violations of the Liquor Code and Liquor Rules, including failure to meet tax reporting and payment obligations.

The Waiver is made pursuant to section 39-21-113(4), C.R.S., and any other law, regulation, resolution or ordinance concerning the confidentiality of tax information, or any document, report or return filed in connection with state or local taxes. This Waiver shall be valid until the expiration or revocation of a license, or until both the state and local licensing authorities take final action to approve or deny any application(s) for the renewal of the license, whichever is later. Applicant/Licensee agrees to execute a new waiver for each subsequent licensing period in connection with the renewal of any license, if requested.

By signing below, Applicant/Licensee requests that the Colorado Department of Revenue and any other state or local taxing authority or agency in the possession of tax documents or information, release information and documentation to the Colorado Liquor Enforcement Division, and is duly authorized employees, to act as the Applicant's/Licensee's duly authorized representative under section 39-21-113(4), C.R.S., solely to allow the state and local licensing authorities, and their duly authorized employees, to investigate compliance with the Liquor Code and Liquor Rules. Applicant/Licensee authorizes the state and local licensing authorities, their duly authorized employees, and their legal representatives, to use the information and documentation obtained using this Waiver in any administrative or judicial action regarding the application or license.

Name (Individual/Business) Zunu Investments LLC		Social Security Number/Tax Identification Number	
Address			
City		State	Zip
Home Phone Number		Business/Work Phone Number	
Printed name of person signing on behalf of the Applicant/Licensee Zuha Mohammad			
Applicant/Licensee's Signature (Signature authorizing the disclosure of confidential tax information) <i>Zu Mohammad</i>			Date signed May 8, 2024

Privacy Act Statement

Providing your Social Security Number is voluntary and no right, benefit or privilege provided by law will be denied as a result of refusal to disclose it. § 7 of Privacy Act, 5 USCS § 552a (note).



Agenda Item #5.c.

Agenda Item Name:

Consider Approving Clarification of Exemption for Contractors Purchasing Materials for the Construction of Governmental Infrastructure Assets - Ordinance No.13 Series of 2024 - 2nd Reading

Presenter:

Scott Rust, Finance Director
James S. Neu, City Attorney

Item Description:

Consider Ordinance No.13 Series of 2024

Recommended Action:

Move to approve Ordinance No. 13, Series of 2024 - 2nd Reading

Fiscal Impact:

N/A

Operational Impact:

N/A

Prior Board Motions:

N/A

Background Information:

Staff has been made aware of issues with suppliers trying to charge sales tax to City contractors for materials/supplies related to City infrastructure projects. Normally, when this occurs, the Finance Director must contact the taxpayer or provide a memo to honor the sales tax exemption. The code amendment intends to bring clarity to the code on this topic and eliminate the staff time required to deal with these clarification issues.

Executive Summary:

Contractors, working on behalf of the City, have recently had issues with purchasing materials/supplies under a tax-exempt status for City projects. The code does address this and does grant an exemption for these purchases. However, the language presently in the code can be easily misunderstood by taxpayers. The changes as presented in the ordinance will bring clarity to this particular exemption.

Notification Requirements:

N/A

Prepared By:

Alexis Ramirez, City Clerk

Attachments:

1. Ordinance No. 13-Sales Tax Clarification Tax Exempt

**CITY OF RIFLE, COLORADO
ORDINANCE NO. 13
SERIES OF 2024**

AN ORDINANCE OF THE CITY OF RIFLE, COLORADO, AMENDING
SECTION 4-2-120 OF THE RIFLE MUNICIPAL CODE CLARIFYING
TRANSACTIONS EXEPT FROM SALES TAX.

WHEREAS, the City of Rifle (“Rifle” or the “City”) is a home-rule municipality organized under Article XX of the Colorado Constitution and with the authority of the Rifle Home Rule Charter; and

WHEREAS, Division 2 of Article II of Chapter 4 of the Rifle Municipal Code (the “Code”) sets forth the sales tax imposed in the City of Rifle; and

WHEREAS, Section 4-2-120 of the Code sets forth the transactions exempt from sales tax; and

WHEREAS, the City does not charge sales tax to tax exempt governmental entities and the City Council desires to clarify in Section 4-2-120(5) of the Code that exemption includes contractors and subcontractors working on their behalf.

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF RIFLE, COLORADO, THAT:

Section 1. The foregoing recitals are incorporated herein as if set forth in full.

Section 2. RMC Section 4-2-120(5) is hereby amended to read as follows with underlined text added and ~~strike through language~~ deleted:

Sec. 4-2-120. Transactions exempt from sales tax.

(5) ~~All direct sales, except of construction materials used in a project for which a City building permit is required, to the United States, the State, its departments or institutions and the political subdivisions thereof in their governmental capacities only, when billed to and paid for directly by the governmental entity.~~ All sales of construction and building materials to contractors and subcontractors for use in the building, erection, alteration or repair of structures, highways, roads, streets and other public works owned or used by the United States government, the State, its departments and institutions, or the political subdivisions thereof, in their governmental capacities only.

INTRODUCED, on May 15, 2024, read in full, passed on first reading, and ordered published by title as required by the City Charter.

INTRODUCED a second time at a regular meeting of the Council of the City of Rifle, Colorado, held on June 5, 2024, approved without amendments, and ordered published in full as required by the Charter.

CITY OF RIFLE, COLORADO

By _____
Mayor

ATTEST:

City Clerk



Agenda Item #5.d.

Agenda Item Name:

Consider Amending Article XI of Chapter 10 of the Rifle Municipal Code Regarding Amplified Sound Devices in Residential Zoned Areas - Ordinance No. 14, Series of 2024 - 2nd Reading

Presenter:

James S. Neu, City Attorney

Item Description:

Change to the Rifle Municipal Code Sec. 10-11-80. – Amplified sound devices, changing the time of use from 12:00 a.m. to 10:00p.m in residential zoned areas.

Recommended Action:

Motion to approve Ordinance No. 14, Series of 2024 - 2nd Reading

Fiscal Impact:

none

Operational Impact:

none

Prior Board Motions:

none

Background Information:

A review by City Council of the local noise ordinance led to the decision to limit amplified sound after 10:00 p.m. in residential areas to make the time the same as the closing hour of our local parks.

Executive Summary:

In order to maintain consistency between the park hours and the noise code, the use of amplified sound devices in residential areas shall be limited after 10:00 p.m.

Notification Requirements:

None

Prepared By:

Alexis Ramirez, City Clerk

Attachments:

1. Ordinance No. 14-Noise Code Update

**CITY OF RIFLE, COLORADO
ORDINANCE NO. 14
SERIES OF 2024**

AN ORDINANCE OF THE CITY OF RIFLE, COLORADO, AMENDING
ARTICLE XI OF CHAPTER 10 OF THE RIFLE MUNICIPAL CODE
REGARDING AMPLIFIED SOUND DEVICES IN RESIDENTIAL ZONED
AREAS.

WHEREAS, Article XI of Chapter 10 of the Rifle Municipal Code (the “Code”) regulates Noise in the City of Rifle (the “City”); and

WHEREAS, City recently reviewed the Code and determines that it is in the best interests of the citizens of Rifle to amend Section 10-11-80 of the Code limiting amplified sound devices in residential areas as set forth below.

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF RIFLE, COLORADO, THAT:

Section 1. The foregoing recitals are incorporated herein as if set forth in full.

Section 2. Section 10-11-80(b) of the Rifle Municipal Code, “Amplified sound devices”, is hereby amended as follows, with underlined text added and ~~strike-through language~~ deleted:

Sec. 10-11-80. – Amplified sound devices.

(b) No person shall operate an amplified sound device in a residential zoned property which produces an audible sound more than three hundred (300) feet beyond the private property boundary containing the amplified sound device, nor shall any such operation produce an audible sound more than one hundred (100) feet beyond such property between the hours of 12:00 a.m. 10:00 p.m. and 7:00 a.m. For purposes of this Subsection, the owner of the property, or the leaseholder of such property if leased, shall be presumed to be the operator of an amplified sound device upon such property.

INTRODUCED, on May 15, 2024, read in full, passed on first reading, and ordered published by title as required by the City Charter.

INTRODUCED a second time at a regular meeting of the Council of the City of Rifle, Colorado, held on June 5, 2024, approved without amendments, and ordered published in full as required by the Charter.

CITY OF RIFLE, COLORADO

By _____
Mayor

ATTEST:

City Clerk



Agenda Item #7.a.

Agenda Item Name:

Consider Establishing the Compensation of the Rifle Municipal Judge and Associate Municipal Judge - Resolution No. 14, Series of 2024

Presenter:

Kathy Pototsky, Court Clerk / PIO

Item Description:

Municipal Court is requesting a pay increase for our primary judge and our associate judge.

Recommended Action:

Move to approve Resolution No. 14, Series of 2024, to allow pay increases for both judges.

Fiscal Impact:

Minimal

Operational Impact:

Will improve our chances of obtaining quality candidates for an opening as an associate judge.

Prior Board Motions:

None

Background Information:

Our Associate Judge, Amanda Maurer, has announced her intention not to request reappointment when her term expires at the end of August. Keeping in mind succession planning since associate judges often move into the primary role, we are merely trying to keep our salary competitive and desirable to potential candidates.

Executive Summary:

This request is an effort to support our Strategic Planning goal of being an employer of choice by increasing our judge salaries to a competitive level.

Notification Requirements:

None

Prepared By:

Kathy Pototsky, Court Clerk / PIO

Attachments:

1. Memorandum Regarding Pay Increase for Rifle Municipal Judge
2. Resolution No. 14-Compensation of Municipal Judge

Memorandum Regarding Pay Increase for Rifle Municipal Court Judges

The Rifle Municipal Court has one part- time judge, Victor Zerbi, and one associate judge, Amanda Maurer, who is utilized only when Judge Zerbi is unavailable. We have been informed that Judge Maurer will not be seeking retention when her term ends at the end of August, 2024. The court has begun the process of looking for a replacement.

Back in 2021, Rifle City Council approved raises for our judges. Judge Zerbi's salary increased from \$30,000 annually to \$35,000 and Judge Maurer went from \$125.00 per hour to \$165.00 per hour. Judge Zerbi is a non-benefitted part-time employee and the associate judge is an independent contractor. While our associate judge salary falls within the standard for the position, the primary judge salary is far below. Other judges in this area are closer to \$65,000 annually. If we were to pay our primary judge the same \$165 per hour, the annual salary would be at least \$75,000 (this does not factor in trials which would run at least \$1320 per day). For comparison, court appointed attorneys are paid at the rate of \$100 per hour.

One critical aspect that needs to be mentioned is that Rifle is extremely fortunate to have judges with exceptional levels of experience. Judge Zerbi has 44 years on the bench and is considered an expert in constitutional law. He was appointed to several committees tasked with evaluation of legislative actions. Rifle Municipal Court is considered a leading municipal court, responsible for implementing practices which have been subsequently adopted by other jurisdictions. As an example, Rifle was the first to offer the alternative of useful public service in lieu of fines on ANY case in response to societal concerns about criminalizing homelessness and poverty.

"Part- time" is somewhat of a misnomer when discussing municipal judges since the position requires 24/7 availability. Currently, an incarcerated defendant is required to be advised of his rights and the charges against him within 48 hours of arrest. This means that Judge Zerbi and the Court Administrator must be available

everyday including all holidays and long weekends to hold phone hearings with inmates to be in compliance with this restrictive timetable. Further, arrest warrant affidavits must be approved no matter the hour. So far for 2024, the court has seen a 33% increase in caseload. Should this trend continue, we will be handling over 2000 cases this year, a record high.

One factor that needs to be considered when replacing an associate judge is succession planning. Although Judge Zerbi has no intention of retiring this term, it is often desirable to fill the associate position with someone who would be interested in seeking the primary judge role down the road. This way, that individual has the opportunity to learn our local code and practices. Bringing the salary level up will broaden the scope and caliber of potential applicants.

The requested increase for Judge Zerbi is \$15,000, bringing his total annual salary up to \$50,000 and increasing the associate judge to \$200 hourly. Overall, the impact on the budget will be negligible. The court prides itself on being judicious with taxpayer dollars and has consistently come in tens of thousands of dollars under budget (~10%) for at least the past decade. If the raise were to take effect at the beginning of the new term in September, the difference likely could be absorbed elsewhere within the court budget and would not necessitate a supplement. We could then budget accordingly for 2025. Finance Director Scott Rust has reviewed this proposal and agrees with the analysis.

Due to the anticipated lack of budgetary consequences, this increase will have no negative impact on City finances and will further enhance the strategic initiative of becoming an employer of choice. It is simply a reflection of keeping up with inflation and allowing us the opportunity to draw a higher level of qualified candidates to the associate position.

This item is a salary adjustment to keep current and stay competitive. Approval of this item will provide Judge Zerbi compensation of \$50,000 annually and increase the associate salary to \$200.00 per hour.

**CITY OF RIFLE, COLORADO
RESOLUTION NO. 14
SERIES OF 2024**

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF RIFLE,
COLORADO, ESTABLISHING THE COMPENSATION OF THE RIFLE
MUNICIPAL JUDGE AND ASSOCIATE MUNICIPAL JUDGE.

WHEREAS, Section 8.5 of the Rifle Municipal Charter authorizes the City Council to appoint one or more municipal judges; and

WHEREAS, Section 2-4-60 of the Rifle Municipal Code states that the City Council shall establish the compensation of municipal judges by resolution.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF RIFLE THAT:

1. The above recitals are hereby incorporated as findings by the City of Rifle.
2. The City Council hereby establishes the compensation for the municipal judges commencing September 1, 2024 as follows:

Municipal Judge	\$50,000 annual salary
Associate Judge	\$200 per hour

THIS RESOLUTION was read, passed, and adopted by the Rifle City Council at a regular meeting held this 5th day of June 2024.

CITY OF RIFLE, COLORADO

By _____
Mayor

ATTEST:

City Clerk



Agenda Item #7.b.

Agenda Item Name:

Consider Awarding Bid to Colorado River Engineering for Penwell Professional Engineering Services

Presenter:

Iris Trevisano, Procurement and Grant Reporting Manager

Item Description:

Consider Awarding Bid to Colorado River Engineering for Penwell Professional Engineering Services

Recommended Action:

Move to Award Bid to
Colorado River Engineering
for the Penwell Professional
Engineering Services
associated with the Penwell
line replacement Project in an
amount not to exceed \$998,256

Fiscal Impact:

Not a budgeted item for 2024, but became a priority after inspection of the Penwell transmission line.

Operational Impact:

Increased reliability will decrease the need for future repairs.

Prior Board Motions:

N/A

Background Information:

The water transmission line extending from the water plant to the Deerfield Tank Complex transports all water used by the City of Rifle. It is the original transmission line from the Graham Mesa Water Plant and a portion of it is the original raw water line that has been repurposed as the transmission line. This is the raw water line that was replaced in 2019 after its break resulted in Rifle not having water until repaired. The line was identified as a priority in the 2020 Water Master Plan. The pipe walls were measured in 2024 and found to be as extremely thin, justifying the priority. The original transmission line runs through narrow easements in residential areas, leaving inadequate space to replace on the same alignment. The new alignment will extend along Birch, 16th and Graham Mesa Ave.

Executive Summary:

Although only one bid was received, it was from a qualified firm and the price is justified by the construction estimate and the design estimate in the 2020 Water Master Plan. Going back out to bid is not anticipated to

change the results enough to justify the risk of not having a design ready for the 2025 grant and construction season. Because the bid is within previous estimates and from a qualified firm, it is recommended to select Colorado River Engineering for the design of the Penwell Transmission Line.

RFP Information @: Www.RifleCO.org/Packetaddendums

Notification Requirements:

N/A

Prepared By:

Iris Trevisano, Procurement and Grant Reporting Manager

Attachments:

1. Memo_RFP Award
2. PURCHASE REQUEST - CRE_PENWELL DESIGN
3. 2024-5-17 Penwell Proposal Binder

ENGINEERING



TO: Patrick Waller
FROM: Craig Spaulding
DATE: May 24, 2024
RE: Award to Colorado River Engineering for Penwell Water Transmission Design

The purpose of the following memo is to recommend award for the Penwell Water Transmission Design

Background:

The water transmission line extending from the water plant to the Deerfield Tank Complex transports all water used by the City of Rifle. It is the original transmission line from the Graham Mesa Water Plant and a portion of it is the original raw water line that has been repurposed as the transmission line. This is the raw water line that was replaced in 2019 after its break resulted in Rifle not having water until repaired. The line was identified as a priority in the 2020 Water Master Plan. The pipe walls were measured in 2024 and found to be as thin as .08" justifying the priority. The original transmission line runs through narrow easements in residential areas leaving inadequate space to replace on the same alignment. The new alignment will extend along Birch, 16th and Graham Mesa Ave.

Discussion:

The water transmission line replacement is estimated to cost \$9M and will be completed over 3-5 years with anticipated grant funding in each year. The replacement will also improve street, drainage and sidewalk connectivity on the corridor. Design bids were posted with a mandatory pre-bid meeting that was attended by three firms. Two of the firms combined and one firm did not submit a proposal.

The submitted proposal was complete and from a qualified firm with extensive experience in this area. The cost of the proposal was \$858,282.00 for design and \$139,974 for construction management. This number was justified by the construction estimate of \$9M where the design is anticipated to be 10% of the construction cost. The other price justification is the 2020 water master plan that estimated the design would cost \$950,000. This estimate was the one used for water rates meaning that the proposal number is accurate and backed by adequate revenues

Conclusion

Although only one bid was received it is from a qualified firm and the price is justified by the construction estimate and the design estimate in the 2020 Water Master Plan. Going back out to bid is not anticipated to change the results enough to justify the risk of not having design ready for the 2025 grant and construction season. Because the bid is within previous estimates and from a qualified firm it is recommended to select Colorado River Engineering for the design of the Penwell Transmission Line.



**CITY OF RIFLE
PURCHASE REQUEST**

1.	Vendor Name	NEW: W-9 attached ☐
	Colorado River Engineering, Inc.	

2.	Vendor Address
	136 E. 3RD Street, Rifle, CO 81650

3.	For the Purchase of (description)
	Design and Construction Mgmt Services Professional Engineering Services Penwell

4.	Amount Requested	Amount Budgeted	Finance Director Verified Funds Avail.
	\$998,256		

5.	Dept. Name	General Ledger Acct #
	Water	310-4333-400-320

6.	Type of Purchase
	☐ Capital Construction
	☐ Capital Construction – Change Order
	☐ Capital Equipment
	☐ Plant Equipment
	☐ Materials, supplies, non-profession/technical services (includes computer/software maint.)
	☒ Professional Services
	☐ Utilities (includes equipment installation and ongoing contracts)
	☐ Land, easements, ROW

7.	Purchasing Process Required (Rifle Municipal Code sections for guidance)		
	☐ Cooperative Purchasing:	Sec 4-3-90	
	☐ Open Market:	Sec. 4-3-40(c)	
	☐ Comparative Pricing:	Sec. 4-3-40(d)	
	☒ Request for Proposal:	Sec. 4-3-40(e)	(attach bid tab)
	☐ Competitive Sealed Bid:	Sec.4-3-40(f)	(attach bid tab & advertisement)
	☐ Sole Source:	Sec. 4-3-40(a)	(attach memo)

8.	Authorization Required	
	☒	City Manager
	☒	City Council

9.	Signatures		
	Position	Signature	Date
	Department Director		
	City Manager		
	City Council Approval (meeting date)		
10.	Purchase Order # assigned by Finance		



TABLE 1 - IS A PURCHASE ORDER NECESSARY

<u>Amount of Purchase</u>	<u>Is Purchase Order Needed</u>	<u>Method of Source Selection</u>
\$0.01 - \$10,000	No – Dept Head Approval	No special sourcing
\$10,000.01 - \$25,000	Yes – City Manager Approval	Yes – see table 2 below
\$25,000.01 or Greater	Yes – Council Approval	Yes – see table 2 below

TABLE 2 - METHODS OF SOURCE SELECTION

<u>Methods of source selection</u>	<u>Contract limits</u>
Competitive sealed bidding	Greater than \$50,000.00
Competitive sealed proposals	Greater than \$10,000.00 and less than \$50,000.00.
**Greater than \$50,000 allowed for Construction Manager/General Contractor proposals, or similar type proposal.	
Small purchases	Less than \$10,000.00 - DEPARTMENT HEAD DISCRETION

TABLE 3 - LOCAL VENDOR PREFERENCE

Contract Amount	Primary Preference In City Limits	Secondary Preference In County Out of City
Less than \$1,000	10% discount	5% discount
\$1,001 to \$5,000	8% discount	4% discount
\$5,001 to \$25,000	6% discount	3% discount
\$25,001 to \$100,000	5% discount	2% discount
\$100,000 to \$200,000	4% discount	2.5% discount
\$200,001 to \$500,000	3% discount	1.5% discount
\$500,000 or greater	2% discount	1% discount

CITY OF RIFLE

PENWELL TRANSMISSION MAIN PROPOSAL



COLORADO
RIVER
 ENGINEERING
 INCORPORATED

Prepared by: Eric Brynildson, CO PE #45306
 May 17, 2024

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Attachments:

Appendix A: Current Rate Sheet, Representative Projects, Company and Sub-Consultant Info and Resumes, Typical Agreement, & Proof of Insurance

INTRODUCTION

Colorado River Engineering, Inc. has prepared this proposal to provide services to support the construction of improvements for the Penwell Transmission Main Project. Services include civil engineering design, construction document creation, and construction support. A general list of tasks include surveying, SUE investigation, geotechnical investigation and design, pipeline design, road design, storm drain design, cost estimating, bid document preparation, and optional project alternative route analysis. This proposal packet includes a summary of the project background, scope of services, project team organization, and critical project issues.

BACKGROUND

Colorado River Engineering (CRE) performed the Civil Design for 16th Street, Homestead Project (Birch Ave to Graham Mesa Ave), The Farm project (borders 16th and Graham Mesa), and is currently working on Gallo Subdivision which is the remainder of Homestead. These projects along with North Pasture subdivision, portions of Promontory subdivision, and irrigation and utility improvements through The Farm project and Homestead Open Space, give us an extensive background in the existing utility infrastructure and design constraints in this critical area.

PROJECT SECTIONS

In an effort to provide a high level of design accuracy, this project is being divided into two sections. The Civil Design of these sections is being performed separately by both Colorado River Engineering and KLJ:

North Project: Starting on the north end, the Deer Field Tank connection and access road, Graham Mesa Avenue, and 16th Street is all included in the North Project Section. Civil Design will be performed by Colorado River Engineering.

South Project: Starting at the intersection of Birch Ave & 16th Street and heading south, all of Birch Avenue, 7th Street, and the Penwell property to the connection to the water treatment facility is included in the South Project Section. Civil Design will be performed by KLJ.

PROJECT TEAM

Colorado River Engineering will provide a team of people to perform the required design tasks for this project. We will schedule design meetings and coordinate between sub-consultants as the project leader. The project team assembled to complete the scope of work is:

Colorado River Engineering, Inc.

- Project leader and manager
- City point of contact
- Project Base Mapping
- Civil Engineer for the North Project Section
- Drainage Analysis and Design
- Construction Inspection & Support

Personnel: Eric Brynildson, PE: Project Manager, Design Engineer
Chris Manera, PE: Principal, project oversight

KLJ Engineering, LLC

- Civil Engineering for the South Project Section
- Subsurface Utility Engineering (SUE) Analysis Oversight & Management
- Geotechnical Investigation Oversight
- Construction Support

Personnel: Marc Kenney, PE, Rebecca Atkins, PE, Jon Martinez, PE

Bookcliff Survey Services, Inc. – Existing conditions surveying & property mapping

Personnel: Michael Langhorn, PLS, Wayne Kirkpatrick & Field Crew

Huddleston-Berry Engineering – Geotechnical soils investigation and road section

Horrocks – SUE Engineering, underground utility research & investigation

PROJECT APPROACH

CRE's team is familiar with the project, proposed project corridor, utility stakeholders, City of Rifle project objectives, and project challenges. Our overall approach to this project is as follows:

- Hold a project kickoff meeting with the City to verify project goals, objectives, challenges, and potential solutions.
- Determine what right-of-entry (ROE) permissions are required and send ROE letters.
- Identify project stakeholders, anticipate their concerns, contact them and involve them in the project process.
- Utility stakeholders will be contacted at the project onset to initial the Subsurface Utility Engineering (SUE) Level D records search.
- Conduct field work, which will include survey (topo, drone flight, and boundary work) and SUE utility locating, marking, and survey. Field data will be consolidated to create an existing conditions base map of the project corridor and SUE Level B/C/D plans.
- Identify alignment options and perform an analysis of alternatives with the City to identify the preferred alignment. Note, this task will be conducted concurrently with the field work. SUE work will not start until the alignment is determined to ensure the SUE is focusing on the correct corridor.
- Complete a 30% design of the 24-inch potable water transmission main and associated street improvements utilizing the preferred alignment. The primary intent of this project is to replace the aging and failing existing potable water transmission main. The intent of street improvements is to upgrade the street to a full city street section where the transmission line will significantly disturb the street. Accordingly, during the alignment analysis the focus will be on minimizing the street improvements required to keep construction costs as low as possible for the City to facilitate installation of the new potable water transmission line. To further reduce construction costs, where possible, the existing curb, gutter, and sidewalk, v-pans, and ADA ramps will remain. The 30% design phase will complete the horizontal layout of the proposed improvements to 80-90%, identify potential conflicts with existing features (including

utilities), develop and propose solutions to project challenges, and identify easement/ROW needs. A centerline profile of the road and corridor will be run using a cross-section template of the standard city street. This will be at a 30% level to roughly identify grading limits, proposed drainage patterns, and to establish a finished surface and estimated depth of the transmission line. The key focus will be on minimizing impacts to private property, existing utilities, ROW needs, and geometric safety of the roadway. Our team will perform a field visit to verify conditions and findings.

- Finalize the 30% design deliverables, execute the QA/QC plan, document design assumptions and exceptions, develop a utility conflict matrix of potential utility conflicts, issue the 30% deliverables for review, and hold a review meeting with the City to gather input/comments on the proposed improvements.
- Meet with utility stakeholders and the City to determine and finalize Level A pothole locations and conduct the Level A test-hole phase of work. As per Addendum 1 to the RFP, 88 test holes have been assumed to be required.
- Proceed with the 60% design phase, which will update the proposed improvements to mitigate utility conflicts based on the Level A test-hole data received. The 60% design will finalize the horizontal layout based on comments, refine the vertical baseline (i.e., street centerline profiles), and evaluate grading daylights throughout the corridor and how to minimize impacts outside of the right-of-way. The focus during this phase will be to identify design innovations/improvements, addressing 30 percent design comments, minimizing impacts to utilities, re-evaluate needs and impacts to private property, promote positive drainage, establish proposed drainage patterns and flow pathways compatible with adjacent areas, anticipate, verify, and mitigate vertical utility conflict, and ensure constructability of the proposed improvements.
- Complete the 60% deliverables, execute the QA/QC plan, update design assumptions/exceptions, create an engineer's estimate of probable cost, update the utility conflict matrix, submit the 60% package to the City for review and comment.
- Conduct design review meetings to review comments and develop clear direction to complete the design.
- Update project stakeholders and hold an in-the-field utility relocation coordination meeting with utility companies to review and finalize utility relocation.
- The 90% phase will finalize the design, plans, specifications, project special provisions, utility conflict matrix, bid tab, and cost estimate. If any easements or right-of-way is required exhibits will be prepared so the City can start the acquisition process. The focus during this phase will be constructability to ensure the plans show all the detail required to construct the proposed improvements. A thorough QA/QC review of the deliverables will be performed prior to delivery of the final work products and a 90% review meeting will be held to gather any final input/comments on the proposed design elements.
- For the final phase the 90% review comments will be addressed, and the final deliverable will be a construction bid package. This will include project plans, specifications, project specials, bid tab, cost estimate, and completed utility conflict matrix,
- CRE will support the City through the bidding process.

PROJECT MANAGEMENT

Project Kickoff

After award of the project, CRE's team will attend a kick-off meeting with City staff. The purpose of this meeting will be to make introductions, establish clear lines of communication, and listen to the City's concerns. We'll review goals, objectives, scope, schedule, and budget with the City during the kick-off meeting to ensure a mutual understanding of these pillars for a successful project. CRE will go over anticipated project challenges and potential solutions to mitigate or avoid them. CRE will issue meeting minutes summarizing key points and action items.

Communication Plan

CRE will meet with the City regularly to discuss project progress and design issues. These meetings can be held in-person at the City's office, at CRE's office, or online. We plan to meet in-person for all milestone meetings (e.g., design review meetings). Productive project meetings ensure an open line of communication and help assure overall project success. Some meetings may include a virtual option to reduce costs to the project if remote team members need to attend. Meeting minutes summarizing the discussion and action items with responsible party and due dates will be provided within one week of the meeting. CRE will be the dedicated project point of contact for property owners. KLJ is leading the SUE efforts and will be the primary point of contact for utility stakeholders.

DATA COLLECTION

Survey and Right of Way

A full topographic, property/ROW, and utility survey will be performed. The project boundary for the survey scope of work is the ROW property boundary throughout the project from 7th Street, Birch Avenue north to 16th Street, 16th Street between Birch St. and Graham Mesa Ave, Graham Mesa Avenue north to the tank access road and the tank access road, as well as the pipeline path through the City Open Space parcel adjacent to the water treatment plant. See the attached Figure 1 Showing a project overview. Connecting streets and driveways will be included throughout the project area. All surface improvements including (but not limited to) concrete sidewalks, curb, gutter, landscaping, light poles, signage, traffic signals, striping, parking, asphalt, roadway, utilities, sewer manholes & inverts, etc. will be surveyed for elevation and location in the project boundary. Design work done previously by Colorado River Engineering on 16th Street was performed by Bookcliff Surveying on a local coordinate system. The surveying for the Penwell project will be done on Colorado State Plane, Central Zone, US Feet with Geoid 12 allowing GIS coordination to be performed.

Drone Flight

Bookcliff Survey will utilize a licensed drone pilot to fly the project corridor. The purpose of this task will be to collect an updated detailed aerial image. That image will be used to verify topographic information and photogrammetry will be used to generate elevation data outside of the right of way for drainage calculations and flow pattern verification. Having an updated aerial image in the background of drawings for discussions with stakeholders is extremely

valuable and helpful because it allows people with non-technical backgrounds to easily bridge the gap between a picture and project plans.

Subsurface Utility Engineering (SUE)

KLJ recently acquired SUE staff that were utilized on the Rifle Gateway Project (Horrock's staff) and is now self-performing SUE work. KLJ's SUE staff will coordinate with utility companies for the utility records research, field marking of utilities, and other SUE related questions/issues. The SUE Level B, C, and D utility mapping will be done as part of the initial data collection and project base map preparation. KLJ will send copies of the SUE plans to utility companies for their review and comment. SUE Level A potholing needs will be identified as part of the 30% design and will be installed as the first phase of the 60% design. CRE, KLJ, the City of Rifle, and utility stakeholders will all coordinate, finalize, and agree upon the number of Level A test holes needed to verify utility locations (horizontally and vertically) at potential points of conflict. As per Addendum 1 to the RFP, 88 test holes are assumed to be needed. KLJ will perform the Level A potholing once the City has approved the SUE Level A scope. 18-days of traffic control is included in the scope and cost for this work.

Geotechnical Investigation

Huddleston Berry Engineering and Testing (HBET) will perform the geotechnical investigation, lab work, the design of roadway structural sections, and will provide any additional geotechnical recommendations within a final geotechnical engineering report. Mike Berry and his team are familiar with local geological conditions/challenges, how to mitigate them, and worked with the CRE/KLJ team on the City of Rifle Gateway Project. As per the RFP, if bank stabilization, soils issues with trenching, or other geotechnical challenges arise, CRE will utilize HBET's geotechnical expertise and local knowledge. HBET has experience in all these areas and can assist should these issues arise. HBET is based in Grand Junction and known for its senior-level leadership and project execution of deliverables. Licensed in Colorado, HBET provides geotechnical engineering, construction materials testing, and consulting services. They bring extensive experience working throughout the Western Slope of Colorado. KLJ and HBET have collaborated on the City of Rifle Gateway Project, Mesa County's Clifton 1st Street and South Camp Projects, City of Delta Hillside Street Reconstruction, and City of Montrose West Main Reconstruction. HBET has extensive experience with Western Slope soils and challenging geotechnical conditions, roadway structural design, trenching, groundwater, slope stability, and retaining walls.

Project Base Map

CRE will combine the SUE and survey information into a project base map. This map will be the basis of the design and will include utility locations, topography, existing features, boundary information, and new aerial imagery.

Utility Conflict Matrix and SUE Plans

A utility conflict matrix will be created where potential utility conflicts have been identified. The matrix will be used to track the resolution of these conflicts throughout the project to final. Conflict avoidance is our team's goal; however, it will be impossible to avoid all utility conflicts.

KLJ will conduct the SUE portion of the project compliant with Senate Bill 18-167, culminating in the production of a set of existing condition utility plans (SUE Plans).

Utilize Existing Curb, Gutter, and Sidewalk

A goal of our design will be to avoid the removal and replacement of existing facilities to reduce construction costs. This may be a design challenge and will likely require the design alignment to switch from the typical roadway centerline to the existing gutter flowline or edge. It may also require adjustment of the typical 2% cross slope to optimize the limits of disturbance and grading tie-ins.

60% Design

The 60% design phase will complete the design and incorporate input received on the 30% deliverables. Our team's focus during this phase will be completion of the design, ROW/Easement support, bid package deliverables, and quality assurance. Our team will utilize Bluebeam to track all comments and the status of each comment (accepted/rejected, addressed, and checked). KLJ will ensure all 30% design comments have been addressed and all other outstanding issues have been resolved. Our quality assurance process will be documented for the City in our final design quality assurance letter and electronic copies of the Bluebeam sessions (documents and comments) will be provided electronically for the City's project records. There are many tasks associated with the 60% Design Phase, and only the following tasks are highlighted because of their importance.

Utility Coordination, Updates to Conflict Matrix, and Final SUE Plans

Level A SUE test hole locations will be identified based on potential vertical conflict as part of the 30% design. These locations will be reviewed with and approved by the City and utility stakeholders, potholed, utility depths will be documented, and the project plans will be updated. Project plan updates may include adjusting the horizontal or vertical location of proposed items to avoid conflict, relocating existing utilities horizontally or vertically, or noting that the Level A test hole verified no potential conflict exists. We will hold two utility coordination meetings to facilitate utility owner participation and input. The first Utility Coordination Meeting will be held to review the SUE Level B, C, and D plans. The second and final Utility Coordination Meeting will be held onsite after the 60% design phase where the utility removal and relocation plans will be reviewed and finalized with input and confirmation from utility stakeholders. The 90% design phase will address any final comments to the SUE and project plans (i.e., relocation plans and proposed improvement plans).

Vertical Design and Grading Limits

A focus during the 60% design phase will be to refine the vertical design, project grading, and finalize the disturbance limits. Finalizing the disturbance limits will enable our design team to determine if any right-of-way (ROW) or easements are needed to complete the project. Should they be needed, Bookcliff Surveying will create legal descriptions and figures so the City can proceed with acquiring said ROW/easements.

Property Acquisition Support

Our team will strive to minimize project needs regarding ROW and easements. If proposed ROW or easements are proposed, we will review the proposed acquisitions with the City. Upon City approval of the proposed ROW and easements needs, Bookcliff Surveying will prepare exhibits and metes and bounds descriptions to support the City's acquisition efforts.

90% Design

The 90% design phase will complete the design and incorporate input received on the 30 and 60% design submittals. Our team's focus during this phase will be on completion of the detailed design, providing all detail required for construction on our plans and in project special provisions, bid package deliverables, and quality assurance. Our team will utilize Bluebeam to track all comments and the status of each comment (accepted/rejected, addressed, and checked) to ensure comments have been addressed and all other outstanding issues have been resolved. Our quality assurance process will be documented in our final design quality assurance letter and electronic copies of the Bluebeam sessions (documents and comments) will be provided electronically for the City's project records.

Focus on Constructability

During the 90% design our team will focus on finalizing and providing all the detail necessary to construct all the proposed improvements. These include any special or non-standard waterline or roadway details, project special provisions, and non-standard.

Engineer's Opinion of Probable Construction Costs

We will update the engineer's estimate of probable construction costs and propose project phases based on the City's estimated yearly budget for this project. The construction market volatility has made it difficult to accurately predict project costs since COVID and 2020. To provide the most accurate estimate we will utilize pricing from recent construction bids, such as the Gateway project and Railroad Avenue.

Design Phase Completion

Upon receipt of any final comments, we will finalize the design and bid package deliverables, conduct a final constructability review, perform final quality assurance reviews, and update the bid quantities and engineer's estimate of probable cost. A good bid package is essential to establish a clear scope of work for the Contractor. The clearer the scope of work, the less risk for the Contractor, which will be reflected in their pricing and minimal changes during construction.

KEY PROJECT ISSUES

Pipeline Route Alternative Analysis

We propose to perform an initial pipeline alternative route analysis to assist the City in choosing the proper route. We have identified 2 alternative routes that avoid existing streets and utilities and may be beneficial to the project:

1. Cross through Homestead Open Space and back to Birch Avenue to avoid 16th Street.
 2. Continue North through Birch Avenue and through City of Rifle/Dick Rhoades property.
- The City may have already explored these routes but we have included budget to perform a reconnaissance level route analysis of these 2 options in case it is needed. We can remove the budget for this scope of work if the City elects. CRE would perform a feasibility cost associated with each route and how it would impact the original alignment proposed as a first step prior to performing SUE work.

Transmission Main Replacement

The existing pipeline is a 16-inch diameter ductile iron pipe deteriorated to a minimal wall thickness and in need of immediate replacement. The City has chosen a 24-inch diameter C900 or HDPE transmission line as a replacement. To minimize water shut down periods, the new pipeline route will be carefully chosen to allow the new pipeline to be installed, tested, and charged while the existing pipeline remains active. In order to perform this, the corridor must be analyzed with a great level of scrutiny. Existing utility investigations will be critical for accuracy of horizontal and vertical locations. A section of 8-inch distribution main will also be replaced on Birch Avenue between Dogwood Drive and Cactus Court water connection. The geotechnical engineering soils analysis will include bearing pressures to assist in designing adequate concrete thrust block sizes for the elbows and fittings in the pipeline system.

Horizontal and Vertical Pipeline Design & Road Improvements

The City has provided a general pipeline path from the water treatment facility to the Deerfield storage tanks. We have prepared an initial review of this path:

- **Storage Tank Access Road:**

An easement may need to be established to allow the new Transmission main to be installed without conflicting with the existing pipeline and other existing utilities. Cost to prepare an easement is included.

- **Graham Mesa Avenue (County Road 233):**

The existing 16-inch transmission main and existing distribution main run along the west half of the roadway along with an irrigation pipeline serving Bookcliff's Council on the Arts & Humanities property. The best route for the new pipeline appears to be on the east half of the roadway (avoiding overhead electric). The sewer main serving development to the east (The Farm) currently runs to the northeast diagonally from the intersection of 16th Street so there is no need for future sewer corridor accommodation in Graham Mesa Ave. The full road platform design will be performed. Vertical curb & gutter, sidewalk on both sides, asphalt & base sections will be designed. A detached sidewalk/trail system currently runs along the west side which will most likely be upgraded to concrete. Storm Drain analysis will be performed along with storm drain infrastructure designed. The existing road has a road side drainage ditch which can be changed to vertical curb with storm inlets. An irrigation overflow path from the Rifle Creek Canyon Ditch, west lateral, will be incorporated into the design.

- **16th Street**

Sewer main runs down the middle of the street and a plethora of shallow utilities such as gas, fiber optic, underground electric, and overhead electric run along the south side. The best route for the new pipeline appears to be on the north side of the roadway. There is an 8-inch water main running in the north half of the roadway, but there is room to install the new 24-inch pipeline on the north side and stay within the existing right of way. There is currently an open ditch section on the north side of 16th street near the Graham Mesa Ave intersection which may be served better within a storm pipe.

Coordinate System and Datum Update

The 16th Street project previously designed by Colorado River Engineering and surveyed by Bookcliff Surveying was done historically on a local coordinate system. The surveying for the Penwell project will be done on Colorado State Plane, Central Zone, US Feet with Geoid 12 allowing GIS coordination to be performed. The old design for 16th Street will be moved to the correct datum as a part of this project.

Pedestrian Accessibility and Safety

Much of the existing sidewalks and crosswalks are being saved and may be out of ADA compliance. Where new sidewalks and intersections are being rebuilt, the pedestrian paths will be designed to accommodate ADA requirements, to the best extent practical, considering cost and budget.

SCHEDULE

We plan to meet the minimum deadlines called out in the RFP schedule. We will work quickly to engage our sub-consultants to ensure there are no delays in deliverables. Below is an anticipated schedule:

PENWELL TRANSMISSION MAIN															
PROJECT SCHEDULE															
		2024							2025						
		Jun	Jul	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	April	May	June	
Task	Sub-Task														
Existing Conditions Surveying, Subsurface Utility Engineering, & Geotechnical Investigation	SUE Quality Level B, C, D Field Work														
	Surveying														
	SUE Survey														
	Geotechnical Investigation														
	Prepare existing conditions/Base Map														
Civil Design	SUE Quality Level B, C, D Plans														
	30% Design, Cost Est, Report														
	City Review Period/Alternatives														
	60% Design & SUE Potholing														
	City Review Period														
	90% Design with Draft Specs														
	City Review Period														
	Bid Docs/Construction Documents														
Construction	Bid Process														
	Construction Begins														

Errors and Omissions

We take pride in producing high level construction documents, and we take care to quality check our design work prior to finalizing the documents to avoid potential problems during construction. Our company holds professional liability insurance to cover errors and omissions. We understand that during construction, there are times when contractors interpret the construction documents in a way that was not intended. We feel it is important to discuss construction processes and answer questions/RFI's up front to make sure all parties are properly informed. We are in favor of taking a significant role during construction to make sure the project gets built in accordance with the design. CRE believes a proactive role of involvement during construction improves project performance.

CONSTRUCTION SUPPORT

List of Construction Support Services:

1. Verify that the project is built in strict compliance with the approved construction plans and specifications. The Project Manager/Field Engineer will be in direct communication with the City Engineering Department.
2. Review and approve materials specifications submittals for compliance with the design.
3. Perform periodic field inspections & coordinate with the City inspector.
4. Review the geotechnical materials testing results, quantity of tests, and compliance.
5. Attend & help organize project meetings. Assist with any field changes required.
6. Provide utility asbuilts in GIS shapefile on Rifle control coordinate system from the contractor's surveyed asbuilts.
7. Final walkthrough and punch list preparation/implementation with City Staff.

TOTAL PROJECT COST- ENGINEERING DESIGN & CONSTRUCTION SUPPORT

The fee proposal **Table 1** is attached showing a total cost of **\$998,256**. This is a NOT TO EXCEED cost for both the design and construction support portion scope of services. In the event that the project scope or schedule changes significantly, we propose to bill based on our current rate sheet attached. The following are a list of Figures and Tables attached:

Table 1: Estimated Tasks and Fees.

Appendix A: Current Rate Sheet, Representative Projects, & Company and Sub-Consultant Info and Resumes

Project References (See Resume for list of projects and descriptions in Appendix A including several similar City of Rifle projects):

John W. Savage: PO Box 1926/201 Railroad Ave, Rifle, CO 81650, 970-379-6745
Garfield County: **Jamaica Watts**, Procurement & Contracts Director, Garfield County
Procurement Department, Office: 970.384.5018

TABLE 1 - TASKS & ESTIMATED FEES
CITY OF RIFLE - PENWELL TRANSMISSION MAIN AND ASSOCIATED ROAD IMPROVEMENTS

Item	Description of Tasks	Cost	Hrs	Rate	Notes	Hrs	Rate	Notes	Hrs	Rate	Notes	Hrs	Rate	Notes	CONSULTANT
DESIGN PHASE															
1	Surveying														BOOKCLIFF SURVEYING
	a) Existing Conditions Surveying & ROW property delineation (Tank Road, Graham Mesa, 16th, Birch, 7th, & Open space) Office	\$ 29,940													
	b) Optional Drone survey: UAV ortho image & photogrammetry topography background	\$ 4,000													
	c) Easement exhibit creation for Tank access road, as needed	\$ 800													
	Sub-Total	\$ 34,740													HORROCKS
2	Subsurface Utility Engineering														
	a) SUE Coordination with Stakeholders	\$ 9,472													
	b) SUE B, C, D Field Work	\$ 45,000													
	c) SUE Drawings - Level B, C, D	\$ 30,852													
	d) SUE B/C/D QA/QC	\$ 9,776													
	e) SUE Level A Coordination and updated SUE plans and Utility Conflict Matrix	\$ 20,858													
	f) SUE A (assumes 88 test holes over 18 days (±5 holes per day @ \$1250 each plus mob/demob)	\$ 115,000													
	g) Traffic Control for Level A (assume 18 days @ \$2,000/day)	\$ 36,000													
	h) SUE A QA/QC	\$ 13,898													
	Sub-Total	\$ 280,856													HUDDLESTON-BERRY
3	Geotechnical Investigation & Design														
	a) Boring, Soils analysis, pipe trench support, & road section design	\$ 11,000													
	Sub-Total	\$ 11,000													COLORADO RIVER ENGINEERING
4	Civil Design (North Section) & Project Management														
	a) Pipeline Route Alternatives, reconnaissance level feasibility analysis	\$ 4,475	25	\$ 165	Project Engineer	2	\$ 175	Principal							
	b) Base Mapping Setup with Existing Conditions Survey, Aerial photos, move old 16th Street Design to Current Datum	\$ 18,825	100	\$ 165	Project Engineer	10	\$ 175	Principal	5	\$ 115	Eng Tech				
	c) Storm Drain Analysis & Report, Storm Drain Sizing	\$ 19,900	110	\$ 165	Project Engineer	10	\$ 175	Principal							
	d) 30% Design with Preliminary Design Phase Report & Construction Cost Estimate	\$ 20,225	105	\$ 165	Project Engineer	10	\$ 175	Principal	10	\$ 115	Eng Tech				
	e) 60% Design Submittal and Construction Cost Estimate	\$ 21,050	110	\$ 165	Project Engineer	10	\$ 175	Principal	10	\$ 115	Eng Tech				
	f) 90% Design with Draft documents & Updated Construction Cost Estimate	\$ 21,650	120	\$ 165	Project Engineer	4	\$ 175	Principal	10	\$ 115	Eng Tech				
	g) CD Package: Construction Drawings, Bid Documents, & Quantities for Bidding	\$ 25,125	140	\$ 165	Project Engineer	5	\$ 175	Principal	10	\$ 115	Eng Tech				
	h) Project management, Sub-consultant meetings with City Staff, monthly engineering progress reports	\$ 55,125	240	\$ 175	Project Manager	75	\$ 175	Principal							
	Sub-Total	\$ 186,375													KLJ ENGINEERING
5	Civil Design (South Section) & Management of SUE & Geotechnical Investigation														
	a) Project Managment	\$ 48,712	50	\$ 288	Senior Proj Mgr	138	\$ 234	Prj Eng				20	\$ 101	Asst	
	b) 30% Design Phase	\$ 69,876	12	\$ 288	Senior Proj Mgr	31	\$ 234	Prj Eng	114	\$ 179	Eng	340	\$ 114	EIT	
	c) 60% Design Phase	\$ 79,600	16	\$ 288	Senior Proj Mgr	38	\$ 234	Prj Eng	140	\$ 179	Eng	360	\$ 114	EIT	
	d) 90% Design Phase	\$ 79,600	16	\$ 288	Senior Proj Mgr	38	\$ 234	Prj Eng	140	\$ 179	Eng	360	\$ 114	EIT	
	a) Final Design Phase & Construction Package Deliverables	\$ 60,048	12	\$ 288	Senior Proj Mgr	32	\$ 234	Prj Eng	96	\$ 179	Eng	280	\$ 114	EIT	
	Sub-Total	\$ 337,836													COLORADO RIVER ENGINEERING
6	Bid Assistance														
	Pre-bid meeting, addendums, responses to questions, bid review	\$ 7,475	40	\$ 165	Project Engineer	5	\$ 175	Principal							

DESIGN COST \$ 858,282

CONSTRUCTION PHASE															
1	Civil Construction Inspection														COLORADO RIVER ENGINEERING
	a) Field engineer/Engineer of Record will perform periodic inspections during construction to verify compliance with the design, relying upon the City Inspector to perform daily inspections. Materials submittals will be reviewed. Project meetings will be attended, and field changes coordinated with the City of Rifle. (50 week schedule assumed @ 15 hrs per week: 2 inspections or meetings/week + reviewing City inspector's reports)	\$ 123,750	750	\$ 165	Project Engineer										
2	KLJ Construction Support	\$ 16,224													KLJ ENGINEERING

TOTAL CONSTRUCTION SUPPORT COST \$ 139,974

DESIGN & CONSTRUCTION SUPPORT TOTAL \$ 998,256 (NOT TO EXCEED)

5/23/2024

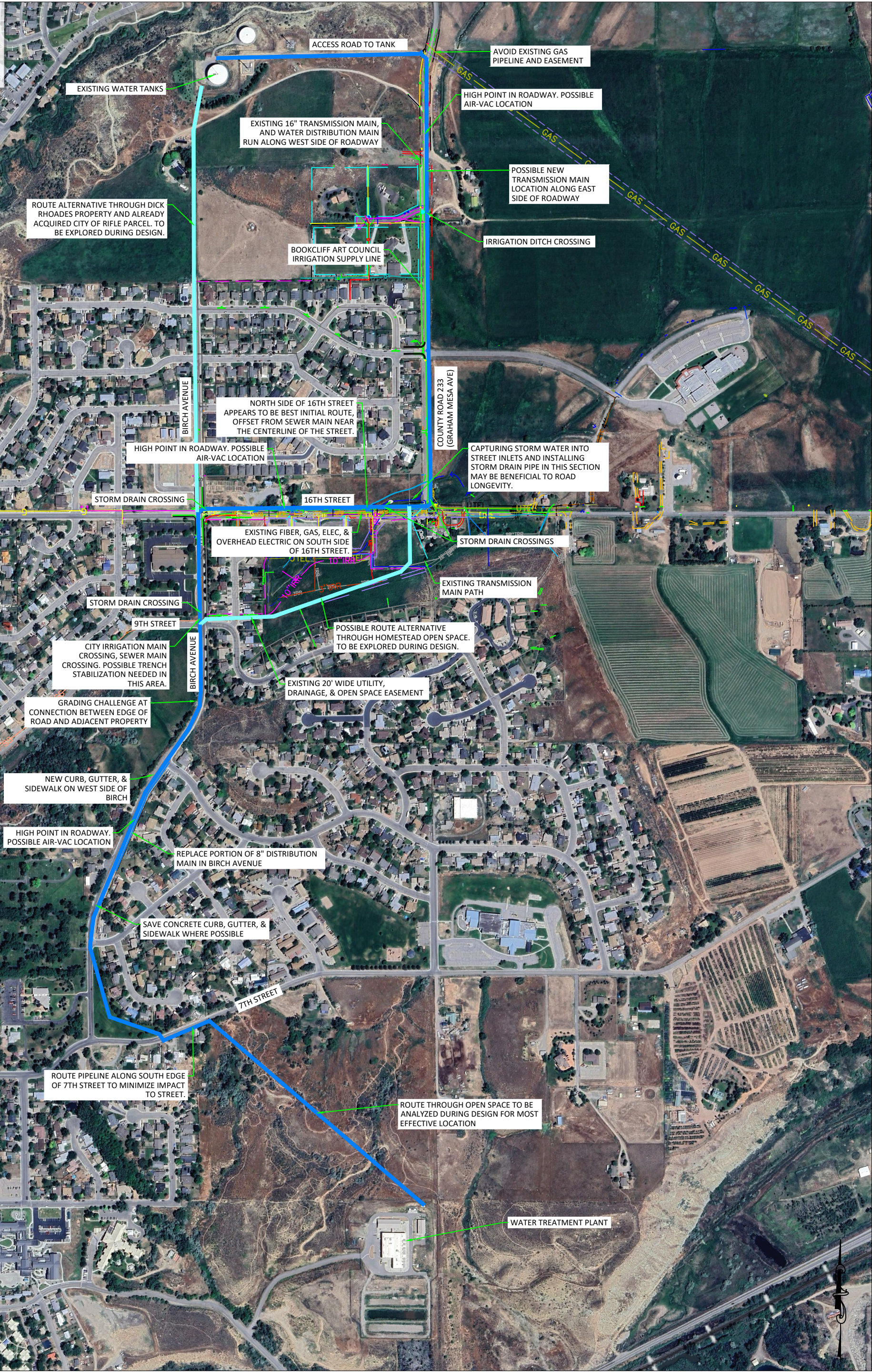


FIGURE 1 - PROJECT OVERVIEW
2022 Aerial Photo Google Earth



APPENDIX A

**Current Rate Sheet
Representative Projects
Company Info & Subconsultant Resumes
Typical Agreement & Proof of Insurance**

2024 RATE SCHEDULE

<u>PERSONNEL / SERVICE</u>	<u>RATE</u>
Principal Engineer I	\$205.00/Hour
Principal Engineer II	\$175.00/Hour
Project Manager I	\$160.00/Hour
Project Manager II	\$145.00/Hour
Staff Engineer I	\$165.00/Hour
Staff Engineer II	\$155.00/Hour
Staff Engineer III	\$145.00/Hour
Staff Engineer IV	\$125.00/Hour
Hydrologist	\$140.00/Hour
Engineering Technician	\$115.00/Hour
GIS Technician or Draftsman	\$85.00/Hour
Secretarial & Administrative Services	\$70.00/Hour
Vehicle Mileage	Standard IRS Rate/Mile

Travel, lodging, meals, equipment rental, copying/blueprints, and other miscellaneous expenses will be billed directly to the client at cost including subcontractors. Interest surcharge 1.5% per month for invoices past due 30-days.

Representative Projects

A list of detailed projects and clients highlighting our experience the last 10-years of successfully completed projects can be provided that demonstrate Colorado River Engineering's ability to Plan, Design, Manage, and coordinate through construction. Most Recent projects completed by CRE personnel or consultants of similar relevance include;

City of Rifle

- **Railroad Avenue 5th to 9th Street: Water main pipeline and road improvements,** project currently under construction
- **2nd Street Improvements:** Updated original road and utility design performed by CRE to provide more parking and less project cost. Project currently under construction.
- **Rifle Downtown Improvements: Railroad Avenue & 3rd Street:** Design team project leader, performed Civil Design, and managed sub-consultants. Quality Control oversight and inspection throughout construction. Worked closely with City staff to manage geotechnical testing, materials compliance, and business owner coordination.
- **CDOT Park & Ride Planning/Larner Land Swap:** Performed street and parking layouts, utility planning, land use planning and schematics, attended landowner meetings with City Attorney, Planning, & Engineering.
- **Wendy's & Centennial Parkway Improvements.** Performed civil design and managed design team including streetscaping, bus stop, lighting, electrical, irrigation, landscaping, and surveying.
- **Journey Home Animal Care Facility:** Garfield County Animal Welfare Foundation. Performed Civil Design for new building site, parking area, access road.
- **Art Dague Pool Renovation:** Performed civil design as a member of the design team. Coordinated with aquatic design consultants, architectural, mechanical, electrical, and project management team.
- **I-70/HWY 13 North Roundabout:** Performed civil design and prepared CDOT permitting package and bid package.
- **Downtown TOD Strategic Plan:** Worked on Charlier's team to analyze the downtown corridor for streetscaping, pedestrian accessibility, crosswalks, traffic patterns, and street layout.

- **2nd Street & West Ave Improvements:** Managed the design team and performed civil design for this project which included streetscaping, irrigation, landscaping, sidewalk, and lighting.
- **Rifle Regional Drainage Report:** Performed a drainage analysis for the downtown area south of 3rd street. Provided an investigation of existing infrastructure and design layout of new infrastructure including a future buildout for future planning and compliance.
- **I-70 & HWY 13 North Roundabout:** Provided design and specifications for the project to support grant funding operations and future construction.
- **Brenden Theater Site:** Performed civil design and coordinated with City staff for relocation of sewer main trunk line and water mains through the project. Coordinated with landscape architect to layout streetscaping, irrigation, parking, lighting, and traffic flow through site.
- **Highway 13/Fairway Avenue.** Consultant engineer who coordinated with multi-jurisdictional agencies including CDOT, City of Rifle, and Private Developer. CRE completed the Access Line relocation, Access Permit, Notice to proceed and construction management services. Construction documents included surface reconstruction of super elevation highway in a spiral curve, utility coordination and relocation, future master planning for signalization, highway expansion with accel, decel and travel lanes.
- **16th Street Improvements.** Work included municipal roadway design for 16th Street including extensive utility coordination and relocations, roadway reconstruction to accommodate multi-modal access, roadway base and asphalt construction, and construction management/administration.

Garfield County

- **County Road 137** – Canyon Creek road and bridge replacement project. Managed structural, geotechnical, ROW acquisition, scour, hydraulic design, quality control team, and compliance through construction.
- **County Road 311** – Currently working on QA/QC services for the 2.5-mile road improvement project on Divide Creek. This project includes two bridges, irrigation, retaining walls, storm drain, and landowner coordination.
- **Garfield County Fairgrounds** – Completed design and QA/QC services for improvements including parking lot, lighting, drainage, fencing, irrigation, landscaping, fire suppression, and access.

- **County Road 115 (Red Canyon Road)** – Performed QA/QC services for road and drainage system construction.
- **Battlement Trail Phase 3 Trail Crossing CR 300** – Completed design of trail crossing and associated roadway and drainage improvements for a new pedestrian Trail crossing of Battlement Parkway at the Golf course.
- **FEMA Floodplain Review** – Consultant engineer reviewing the proposed FEMA Floodplain studies for impacts to Garfield County. Duties include review and analysis of existing floodplain mapping to proposed, summary presentation to Garfield County and coordination with FEMA consultant representatives.
- **US6 & CR 300 Traffic & Safety Study** – Selected consultant to review County Road 300 for increase in traffic and safety factors, including traffic analysis, and summary of findings report.

Eagle County

- **I70 Frontage Road Realignment** – Consultant for the widening of the I70 Frontage Road near the Dotsero interchange. Coordinated survey, design and permitting with private Client and Colorado Dept. of Transportation.

US Forest Service

- **Lava Boulder, E. Divide Creek, 5 Miles of Roadway Reconstruction** – Consultant engineer in charge of project coordination with Federal agencies, roadway design, drainage design and analysis, and providing interim review and construction level documents.

SUMMARY OF PROFESSIONAL SERVICES

LAND USE DEVELOPMENT

- Residential and Municipal land development planning
- Land use design and permitting
- Water system, sewer, road, and storm water runoff infrastructure design
- Contract and Bid document preparation, construction observations and management

WATER RIGHTS

- Development of water supplies, water rights planning and portfolio development
- Historic use studies, change of use and water right transfer cases
- Augmentation plans, water use accounting programs
- Water rights yield analysis, and river system modeling
- Water rights review real estate transactions

MUNICIPAL & DISTRICT SERVICES

- Master planning and project development, service plans and rate schedules
- Staff engineering review, design, and construction management

STORM WATER DRAINAGE & FLOOD HYDROLOGY

- Floodplain delineation, 100 year rainfall events and Probable Maximum Precipitation
- Drainage plans and site grading
- Reservoir and watershed yield studies and modeling
- Sedimentation and water quality runoff protection and best management practices

GROUNDWATER

- Alluvial and bedrock groundwater exploration and geologic investigations
- Well permitting and water rights development
- Groundwater quality testing and system treatment/delivery design
- Groundwater monitoring programs

HYDRAULIC DESIGN

- Water demand estimates municipal, irrigation, and industrial water systems
- Water diversion structures and transmission pipelines and canals design
- Water treatment facilities, potable water system design and review
- Hydroelectric feasibility, design, and permitting
- Water storage facility design and inspection

DAMS AND RESERVOIRS

- Design of small dams and permitting, feasibility investigations, rehabilitation design
- Dam inspection and evaluation
- Hydrology studies and dam hazard analysis
- Spillway and outlet works design

Resume
ERIC BRYNILDSON, P. E.

EDUCATION

Bachelor of Science in Mechanical Engineering
Colorado School of Mines, 2004

AREAS OF EXPERTISE

Reservoir Design, Dam rehabilitation, and seepage mitigation. Irrigation pipeline, diversion and measurement structure design. Road and bridge project design and management. Commercial site design, grading, drainage, and land use planning. Construction quality control and consultant management.

PROFESSIONAL REGISTRATION

Professional Engineer in Colorado - Number 45306

EMPLOYMENT HISTORY

December, 2004 to present	Project Engineer, Colorado River Engineering, Inc. Rifle, Colorado
May, 2002 to September, 2002	Engineer Intern, Eagle River Water & San. Dist. Vail, Colorado
August, 1994 to June 2003	Plumber/Equip. Operator, B&B Plumbing & Heating, Inc. Rifle, Colorado

EXPERIENCE SUMMARY

Mr. Brynildson has been a vital component of Colorado River Engineering for the last 18 years. He has been involved as a project manager, design engineer, or staff engineer on every major project in the company since he has been here. He is employed as an engineer in the general field of civil engineering, specializing in dams, water resources, land development, and road and bridge design. He has specialized in managing the design, construction, and quality control of County road and bridge projects, commercial site plans, and pipeline projects. Mr. Brynildson has extensive experience in land development, subdivision design, hydrology, and water and sewer utility infrastructure design and construction. He has been involved with the construction and installation of utility mains, service lines, general underground utilities, and road construction as an operator prior to entering the engineering profession which gives him vital experience from the construction field.

Resume

CHRISTOPHER MANERA, P. E.

EDUCATION

Bachelor of Science in Civil Engineering
Colorado State University - 1989

AREAS OF EXPERTISE

Surface and ground water resources. Analysis of water rights, hydrology and water quality. Development of water supplies for municipal, domestic, industrial and irrigation water users. Hydraulic design of water treatment, transmission and storage facilities. Monitoring and supervision of potable water systems. Design of residential and commercial developments.

PROFESSIONAL REGISTRATION

Professional Engineer in Colorado - Number 30579
Member of American Society of Civil Engineers, American Water Works Association, United States Society on Dams

AWARDS

1999 Professional of the Year – Colorado Division of Water Resources, Division 5

EMPLOYMENT HISTORY

October, 1998 to present	Principal Engineer, Colorado River Engineering, Inc. Rifle, Colorado
April, 1996 to October, 1998	Staff Engineer, Zancanella and Associates, Inc. Glenwood Springs, Colorado
September, 1990 to April, 1996	Staff Engineer, W. W. Wheeler and Associates, Inc. Englewood, Colorado

EXPERIENCE SUMMARY

Mr. Manera has been employed as an engineer in the general field of water resources and land development civil engineering. He has specialized in the analysis of water rights, surface hydrology and watershed modeling, reservoir operation studies, and flood plain evaluation. Mr. Manera is also experienced in the design of hydraulic structures including diversion structures, treatment facilities, pipelines, ditches and canals, and storage vessels including reservoirs and storage tanks. He has participated in the monitoring and regulation of small water delivery systems. Mr. Manera also has experience in groundwater investigations including groundwater modeling, groundwater exploration, non-tributary groundwater quantification, and groundwater hydrology. He has extensive experience in computer modeling of water rights, hydrology studies, and development of water accounting programs.

Mr. Manera also has experience in land use planning, subdivision design, and water and sewer utility infrastructure development.

EXPERT TESTIMONY & DEPOSITIONS - Last 4 years

District Court, Case No. 06CW121, Water Division 5, Colorado; Gypsum Ranch Co. LLC, and Silt Sand and Gravel LLC, Change of Water Right and Plan For Augmentation-Testimony at trial 5/3/2007

District Court, Preliminary Zoning Injunction Hearing Case 08CV324, Garfield County, Colorado; Board of County Commissioners of Garfield County, State of Colorado vs. Elk Creek RV, LLC- Testimony at hearing 1/7/2009

District Court, Case No. 06CW121, Water Division 5, Colorado; Gypsum Ranch Co. LLC, and Silt Sand and Gravel LLC, Change of Water Right and Plan for Augmentation – Testimony at trial 5/3/2007.

District Court, Preliminary Zoning Injunction Hearing Case 08CV324, Garfield County, Colorado; Board of County Commissioners of Garfield County, State of Colorado vs. Elk Creek RV, LLC – Testimony at hearing 1/7/2009, Testimony at deposition.

District Court, Preliminary Injunction Hearing Case 11CV130, Garfield County, Colorado; Regulski vs. Antero Resources, et.al.-Testimony at hearing 5/25/2011.

District Court, Case No. 10CV89, Garfield County, Schubert v. Platzer, Testimony at Trial 3/21/2012.

District Court, Case No. 10CV217, County of Delta, State of Colorado; Jensen v. Crawford Clipper Ditch Company; - Testimony at Trial – 5/9/2012.

Representative Work Experience History

The following is a brief description of some of the projects Mr. Manera has been involved in while working within the field of water resources and land use development:

HISTORIC USE STUDIES - WATER RIGHT ANALYSES AND DEVELOPMENT

Town of LaVeta – Assisted with the development of storage water rights. Completed historic use analysis for the Mexican Ditch irrigation use water right located near Walsenburg, Colorado. The analysis was completed in support of a change of water rights and exchange to move water upstream to the Town's intake on the Cucharas River. Engineering support for obtaining decree in Case No. 00CW130.

Silt Sand and Gravel - Completed a historic use analysis for the Rising Sun Ditch irrigation use water right located near Silt, Colorado. The analysis was completed in support of a change of water rights, junior water rights filing, and the development of an augmentation plan to replace out-of-priority depletions associated with the proposed development of a gravel pit and mining facility. Engineering support for obtaining decree in Case No. 06CW121.

Walthen Ditch Users Association - Completed a historic use analysis for the Walthen Ditch irrigation use water right located near Aspen. The analysis was completed in support of junior water rights filing and the change of use to replace out-of-priority depletions associated with the proposed development of ponds. Engineering support for obtaining decree in Case No. 05CW143.

Colorado Nature Ranch - Completed a historic use analysis for the Cannon Ditch irrigation use water right located near Debeque, Colorado. The analysis was completed in support of a change of water rights, junior water rights filing, and the development of an augmentation plan to replace out-of-priority depletions associated with the proposed development of potable supplies and ponds. Engineering support for obtaining decree in Case No. 01CW373.

Lakota Canyon Ranch PUD - Completed a historic use analysis for the Spion Kop Ditch irrigation use water right located near New Castle, Colorado. The analysis was completed in support of a change of water rights, junior water rights filing, and the development of an augmentation plan to replace out-of-priority depletions associated with the uses at a Golf Course development project. Engineering support for obtaining decree in Case No. 02CW401.

POTABLE WATER DISTRIBUTION SYSTEMS

Mineota Estates - Performed investigations of existing water distribution system at existing rural subdivision property. Analyzed and designed system upgrades for new pumping system and water treatment facilities to meet Public Water System regulations as administered by the Colorado Department of Public Health and Environment (CDPHE).

Elk Creek Campground - Performed investigations of existing water distribution system at existing campground located near New Castle, Colorado. Analyzed and designed system upgrades for new pumping system and water treatment facilities to meet Public Water System regulations as administered by the Colorado Department of Public Health and Environment (CDPHE).

Strong Subdivision - Performed water supply investigations, design, permitting and construction drawings for the development of a small Public Water System for a proposed industrial subdivision located near Parachute, Colorado. Duties included development of groundwater, water quality testing, disinfection treatment, delivery system and storage design.

FLOODPLAIN/DRAINAGE

Elk Creek Ranch PUD - Floodplain delineation along the White River for a residential development in Rio Blanco County, Colorado. Developed flood flow hydrology for the watershed. Routed flows through the subject property to determine the 100-year floodway area using HEC-RAS computer model. Submittal of LOMR application to FEMA for floodplain boundary revisions.

Elk Creek Campground - Floodplain delineation along Elk Creek for an existing campground development near New Castle, Colorado. Routed flows through the subject property to determine the 100-year floodway area using HEC-RAS computer model. Submittal of report and review with County Planning Department to regulate facilities.

Drainage and Grading Plans - Numerous drainage and grading plans have been completed for lot owners and land developers to meet regulatory requirements of local or county governing bodies. Work completed has included rainfall runoff analyses, flood flow hydrology, hydraulic structures design, retention and detention mitigation design, and implementation of best management practices.

SMALL DAMS & RESERVOIRS

North Fork Dam/Upper Arkansas Water Conservancy District - Completed hydrology and hydraulic studies required for upgrading a Class II earthen dam to the highest hazard rating of Class I. Prepared design modifications and oversaw permitting and construction monitoring for improvements to the spillway, outlet works, downstream face, toe drain installation and monitoring structures.

Sylvan Lake Dam - Performed design improvement studies for Colorado State Parks for the replacement of the outlet works at Sylvan Lake Dam located near Eagle, Colorado. Work included hydrology studies for stream inflows to the on-channel reservoir, hydraulic analyses for outlet improvement alternatives and preparation of design drawings and specifications for submittal to the State Engineer's Office.

Thomas Reservoir Dam - Completed hydrology and hydraulic studies required for upgrading a Class III earthen dam to the highest hazard rating of Class I. Prepared design modifications and oversaw permitting and construction monitoring for improvements to the spillway, outlet works, downstream face, toe drain installation and monitoring structures.

HYDRAULICS

Greenstreet Ditch – Analysis and design of piping the Green Street Ditch at the Elk Creek Ranch PUD in Rio Blanco County, Colorado.

Davidson Lateral - Designed the relocation of the Davidson Lateral converting flows from open channel to an inverted siphon. The lateral relocation was completed as part of a subdivision project in Rifle, Colorado and included the design of a flow divider box and turnout devices.

Public Service Company of Colorado - Water hammer analysis and inspection for the Ames Hydroelectric Power Generation facility penstock and surge tank located near Telluride, Colorado

GROUNDWATER

Well Yield Analysis - Groundwater exploration and well yield determinations from extended pump test investigations. Water quality sampling and review. Past projects have included Town of Gypsum, Rose Ranch PUD, Teller Springs Subdivision, Cedar Hills Subdivision, Fourmile Ranch PUD, Prehm Ranch, Big R Subdivision, and consulting services review for Garfield County.

Denver International Airport - Valuation and quantification of Non-Tributary bedrock groundwater resources of the Denver Basin aquifer as part of land condemnation proceedings.

City of Widefield - Development of finite difference “MODFLOW” groundwater computer model to examine pumping effects on groundwater flow patterns in the Widefield aquifer. The groundwater model identified pumping patterns which could minimize the negative water quality effects resulting from an existing contamination plume.

Delayed Groundwater Depletions - Numerous studies and analyses to determine the delayed depletions to surface water resources as the result of groundwater pumping from confined and unconfined aquifers for domestic, irrigation and industrial water users. The magnitude and timing of groundwater return flows from historic irrigation practices have been examined in numerous irrigation water right historic use analyses in support of water court change and transfer cases.

HYDROLOGY

Upper Arkansas Water Conservancy District - Streamflow correlation and modeling of Clear Creek records to predict historic runoff rates to District reservoir facilities

Snowmass Water & Sanitation District - Streamflow correlation and computer modeling of Snowmass Creek to determine water availability for the potential development of junior water rights.

Tri State Electric - Development of Yampa River computer model to examine water availability of conditional water rights and the yield effects due to minimum streamflow amounts for endangered species protection.

Town of Gypsum - Streamflow correlation and computer modeling of Gypsum Creek as part of a historic yield analysis of LEDE Reservoir to determine the availability of water for the development of junior water rights.

Public Service - Reservoir yield analysis and operations model for multiple reservoirs available to augment the water supply for the Fort St. Vrain power generation facility.

Town of Kremmling - Streamflow correlation and reservoir yield computer modeling of Sheep Creek to determine water availability for the potential development of junior water rights

LAND USE DEVELOPMENT

Arabian Heights North, Rifle, Colorado - Prepared the engineering design documents for a 100-unit subdivision for preliminary plan submittal to the City of Rifle. Design work included road and lot layout, water and sewer services, drainage improvements, and utility design details. Work also included review of utility service demands.

Homestead PUD, Rifle, Colorado - Prepared the engineering design documents for Final Plat submittal of Phase III and offsite street improvements to Birch Avenue. Design work included road and lot layout, water and sewer services, drainage improvements, irrigation ditch improvements, and utility design details. Work also included review of utility service demands.

North Pasture, Rifle, Colorado – Preliminary Plan design for 100-unit subdivision. Prepared the engineering construction design documents for Phase I, a 29-unit R-1 and R-2 subdivision. Design work included road and lot layout, water and sewer services, drainage improvements, and utility design details. CRE provided construction inspection services.

Brendan Theaters, Rifle Colorado – Completed Site Plan engineering for 7-plex movie theater building and three vacant commercial lots. Engineering involved design of sewer trunk line relocation, trail design, water and sewer services, relocation of dry utilities, drainage, parking and off site Street Improvements.

Homestead PUD, Rifle, Colorado – Prepared the engineering design documents for Final Plat submittal of Phase IV and A, and offsite street improvements to Birch Avenue. Design work included road and lot layout, water and sewer services, drainage improvements, irrigation ditch improvements, and utility design details. Work also included review of utility service demands.

Trailside West, Phase I and II, Rifle, Colorado – Completed Site Plan of 13-unit multifamily project on Park Avenue. Design work included lot layout, landscaping plan, drainage, utilities, grading and details.

Phase II, Shetland Acres, Rifle, Colorado – Prepared the engineering construction design documents for a 20-unit subdivision for the City of Rifle. Design work included road and lot layout, water and sewer services, drainage improvements, and utility design details.

Garfield County, Colorado – Provided consulting services for the review of land use applications and water supply plans submitted for application to the Board of County Commissioners.

Lakota Canyon, Filing Whitehorse Village, New Castle, Colorado – Prepared preliminary and final design for 14 pod (6 units per pod) subdivision. Design work included road and lot layout, water and sewer services, drainage improvements, and utility design details. CRE is currently providing construction inspection services. In addition, CRE has currently submitted preliminary and final plat for the next filing, Blackhawk II. This is a 20-unit single-family submittal.

Lakota Canyon, Clubhouse and the Maintenance building, New Castle – Prepared individual site plans for each location. Design work included access, lot layout, landscaping plan, drainage, utilities, and grading.

ENGINEERING SERVICES AGREEMENT

THIS IS AN AGREEMENT made as of the XX day of XX month, in the year 2024, by and between the City of Rifle (hereinafter called OWNER) and COLORADO RIVER ENGINEERING, INC. (hereafter called ENGINEER).

OWNER and ENGINEER in consideration of their mutual covenants herein agree in respect to the performance of professional engineering services by ENGINEER and the payment for those services by OWNER, as set forth below.

ENGINEER shall perform the engineering services as set forth in the attached letter dated XX, 2024 (hereinafter referred to as the PROJECT).

ENGINEER shall perform professional services in accordance with generally accepted engineering practices in this area for the use of OWNER.

OWNER shall pay ENGINEER for services rendered in accordance with the 2024 rate schedule, attached hereto. In the event the PROJECT extends beyond XX/XX/2025, a revised schedule with reasonable fee adjustments shall be submitted to the OWNER for approval, and OWNER agrees to pay for services rendered after that date in accordance with the revised schedule.

Daily time sheets will be kept in the office of the ENGINEER, showing the time each person engaged directly on the PROJECT devoted to the work. Records of reimbursable expenses will also be kept by the ENGINEER. These records of time and expenses will be available to audit by OWNER at any time during regular business hours.

ENGINEER shall prepare monthly statements of charges for services rendered and for reimbursable expenses incurred. Such statements shall be submitted to OWNER within fifteen (15) days of the end of each calendar month. Payments of amounts due shall be made by OWNER within (30) days after receipt of each invoice.

If OWNER fails to make any payment due ENGINEER for services and expenses within sixty (60) days after receipt of ENGINEER'S bill therefore, the amounts due ENGINEER shall include a charge at a rate of 1 ½% per month from said sixtieth day plus attorney's fees for collection and in addition, ENGINEER may, after giving seven (7) days written notice to OWNER, suspend services under this Agreement until he has been paid in full all amounts due him for services and expenses.

The work of the ENGINEER may be terminated and this Agreement canceled by the OWNER at any time upon giving ENGINEER ten (10) days prior written notice, in which event OWNER will reimburse ENGINEER for costs incurred or paid and a reasonable fee based thereon up to the effective termination date.

OWNER and ENGINEER have discussed their risks, rewards, and benefits of the PROJECT and the ENGINEER's total fee for services. The risks have been allocated such that OWNER agrees to the fullest extent permitted by law, ENGINEER's total liability to OWNER for any and all injuries, claims, losses, expenses, damages, or claim expenses arising out of this agreement from any cause or causes, shall not exceed the greater amount of the services billed or \$50,000. Such causes include but are not limited to ENGINEER's negligence, errors, omissions, strict liability, breach of contract or breach of warranty. ENGINEER shall not be responsible for the acts or omissions of any other persons except his own employees and agents performing any of the work on the PROJECT.

IN WITNESS WHEREOF the parties hereto have made and executed this Agreement as of the day and year first above written.

OWNER
Company * _____

ENGINEER
Colorado River Engineering, Inc.

Signature _____

Name/Title _____

Christopher Manera, President

Date _____

Billing Address _____

KLJ Engineering LLC (KLJ) is a multi-discipline engineering consulting firm specializing in the transportation and municipal markets. For more than 85 years, KLJ has served city, county, state, federal, Department of Transportation (DOT), Tribal, and private industry clients, providing planning, design, and construction engineering services for infrastructure projects. Our disciplines include civil, structural, construction engineering, environmental, cultural resources, survey, right-of-way (ROW), GIS, electrical, and water resources. We also provide grant identification, writing, and administering, along with public engagement. We are an employee-owned firm with a staff of more than 550 in 24 offices across Colorado, North Dakota, South Dakota, Minnesota, Montana, Wyoming, New Mexico, and Texas.



KLJ's Team is as follows:

- Marc Kenney, PE has 27 years of experience with 18 of those concentrating on the western slope of Colorado. Marc will serve as the Client Manager and QA/QC Lead. His duties will include ensuring KLJ's team has the resources required to execute the project and deliver on schedule and as the QA/QC Lead he will ensure all QA/QC checks and processes have been completed.
- Rebecca Atkins, PE has 13 years of experience as an engineer and project manager in both private consulting and with CDOT. Rebecca will be KLJ's Project Manager and the primary point of contact between Colorado River Engineering and KLJ. Her most recent experience includes several projects with Mesa County and the City of Grand Junction. As the Project Manager Rebecca will ensure the project scope is completed within the approved budget.
- Jon Martinez, PE will be the Design Lead. He will oversee and lead the day-to-day execution of the work and the project team. Jon has 15 years of experience in roadway, drainage, gravity sewer, and pressure pipeline design.
- Rebekah Schaummann, EIT will be assisting Jon with the completion of the work. Rebekah's experience includes Autodesk Civil3D, roadway design, corridors, grading, pipe networks, and plan production.
- KLJ will be self-performing SUE work starting in June of 2024. Our Colorado SUE group will include staff that executed the SUE scope for the Rifle Gateway Project and are familiar with the Rifle area and utility stakeholders.

SUBCONSULTANTS

GEOTECHNICAL ENGINEERING: HUDDLESTON BERRY ENGINEERING AND TESTING, LLC (HBET)

HBET will provide geotechnical engineering services. HBET is based in Grand Junction and known for its senior-level leadership and project execution of deliverables. Licensed in Colorado, HBET provides geotechnical engineering, construction materials testing, and consulting services. They bring extensive experience working throughout the Western Slope of Colorado. KLJ and HBET have collaborated on the City of Rifle Gateway Project, Mesa County's Clifton 1st Street and South Camp Projects, City of Delta Hillside Street Reconstruction, and City of Montrose West Main Reconstruction. HBET has extensive experience with Western Slope soils and challenging geotechnical conditions, roadway structural design, trenching, groundwater, slope stability, and retaining walls.



Huddleston-Berry
Engineering & Testing, LLC



Gateway Entrance Intersection Improvements | Rifle, CO

KLJ provided preliminary planning and alternatives development for intersection improvements at White River, Centennial Parkway, 1st Street, Highway 6, and Highway 13 as the gateway to the City of Rifle and the downtown district. In conjunction with the Colorado Department of Transportation (CDOT), the City of Rifle was considering a roundabout or traffic signal configuration for the convoluted intersection. KLJ performed an in-depth traffic analysis to determine future corridor traffic growth, turn movements, and pedestrian mobility needs for the multi-leg intersection. Alternatives developed included two roundabout options, a continuous green t signal, and a standard traffic signal configuration. These alternatives were then utilized to perform future traffic modeling with Vissim, identifying any concerns with future growth. Challenges included steep grades and elevation differentials, traffic impacts and intersection design, drainage and water quality, relocation of existing utilities, minimizing right-of-way (ROW) impacts, relocation of a CDOT park-n- ride facility, and maintenance of traffic (MOT) during construction. KLJ is providing project management, intersection design, traffic modeling, lighting, and public involvement. **Contact:** Craig Spaulding, City of Rifle, 970-665-6556, cspaulding@rifleco.org

North Delta Waterline Extension | Delta, CO

KLJ is designing the replacement of approximately 940 linear feet of 12- inch cast iron water main and replacing with a new 12-inch diameter line. The line requires the crossing of a ditch and a small marsh area that has standing water year-round. The line proceeds under the Union Pacific railroad, requiring boor and permits from the railroad company. The line continues under 130-feet of privately owned concrete parking lot to Ute Street. The line then crosses 70 feet across Ute Street, 100 feet of another privately owned parking lot, and extends 530 feet to connect the line. The line will remain partially active during construction. **Contact:** David Hood, Delta City Engineer, 970-874-7903 Ext. 222, davidhood@cityofdeltanet





1st Street and Grand Avenue Road Improvements Project | Clifton, CO

The reconstruction of 1st Street, from US Highway 6 to Grand Avenue, will convert the road to an urban minor collector road and Grand Avenue, from 1st Street to 2nd Street, to an urban local road. KLJ provided an optimal alignment that minimized ROW and easement needs, utility conflicts, infrastructure requirements, grading, and drainage issues while adding pedestrian facilities throughout the corridor. KLJ is providing traffic analysis, roadway design, hydraulics, survey, ROW, environmental, lighting, and utility relocations. **Contact:** Erik Borschel, Staff Engineer, Mesa County Public Works, 970-244-1765; Connie Hahn, Mesa County Operations Manager, 970-244-1812

26½ Road Transportation Capacity Improvements | Grand Junction, CO

KLJ is the prime consultant for the reconstruction of four roadway segments within Grand Junction to provide complete street sections that accommodate multimodal transportation. KLJ is currently designing the reconstruction of major collectors 26½ Road (0.75 miles) and F½ Road (0.80 miles). KLJ is also providing traffic analysis for 26½ Road. The reconstructions include conversion from two-lane to three-lane with a two way left turn lane, the addition of bike lanes, and pedestrian sidewalks. Challenges include limited ROW in several areas, most with private property owners; significant utility, fences, landscaping, and structures within the corridors; grading and positive drainage throughout, including several irrigation ditches; and addition of new impervious surfaces which will require additional permanent stormwater quality features, challenging given the space limitations. KLJ is providing ROW support for significant acquisition and easements.

Contact: Kenneth Haley, Grand Junction Engineering Manager, 970-244-1543, kennethh@gjcity.org



Before



YEARS OF EXPERIENCE

26 Years

REGISTRATION/ CERTIFICATION

Professional Engineer –
CO, WY, UT, NM, ND

Certified Floodplain
Manager (CFM)

Certified Professional in
Stormwater Quality
(CPSWQ)

EDUCATION

ME Civil Engineering; BS
Civil Engineering,
Concentration in
Environmental
Engineering – Clarkson
University

AS – Sullivan County
Community College

Marc Kenney, PE, CFM | Client Manager/Assistant Project Manager

Marc is a licensed civil professional engineer in Colorado, Wyoming, Utah, New Mexico, and North Dakota with 26 years of private and public work experience in hydrology, hydraulics, transportation, and environmental engineering. His focus over the past 15 years has been projects located in the western United States and he has been a part of several successful infrastructure projects involving detailed drainage, hydrology, and hydraulic design.

Relevant Experience

[Project Manager | Mesa County Clifton 1st Street Reconstruction | Clifton, CO](#)

The project is a reconstruction and improvement of 1st Street from Grand Avenue to Front Street and construction of Grand Avenue from 1st Street to 2nd Street. The project features new street alignment to minimize ROW impacts to surrounding landowners, utility relocations, and improve alignment of the 1st Street, Front Street, and 32½ Road intersection. Marc kept open lines of communication with the Mesa County team, coordinated with CDOT regarding improvements for their adjacent Highway 6 project, met with landowners, and coordinated public meetings. Challenges include limited ROW acquisition, dense utilities, working with utility providers/stakeholders on solutions to utility conflicts, working with adjacent landowners, and safely meeting vehicular and pedestrian requirement/needs.

[Client Manager/Project Principal | Transportation Capacity Improvements | Grand Junction, CO](#)

KLJ teamed with Horrocks Engineers to provide services for their transportation capacity improvement project of four road sections to increase capacity, safety, and function. Services included roadway design, drainage design, traffic engineering, lighting and signalization, and utility coordination. The project will bring in approximately \$1.5 million in design fees.

[Client Manager | Pine Grove Road Reconstruction | Steamboat Springs, CO](#)

KLJ is designing multimodal improvements and reconstruction of Pine Grove Road from US 40 to Mt. Werner Road in Steamboat Springs. Pine Grove Road is one of the city's primary commercial corridors for residents and visitors to the area. The road sees significant traffic volumes with high turning movements at many access points during peak hours. The project entails reconstruction of the roadway, sidewalk extensions, pedestrian crossings, multi-modal improvements for transit/bike/pedestrian, stormwater improvements, property acquisition, and public engagement. The project is being designed and constructed over two construction seasons with a Phase I and Phase II approach.

[Project Manager | 1st Street Downtown Development Plan | Parachute, CO](#)

KLJ is performing a complete streets development plan to reconstruct 1st Street (Main Street) in Parachute to facilitate access to businesses and promote pedestrian travel by creating an inviting environment that is welcoming to residents and non-residents. 1st Street is a highly visible and utilized street that is core to the downtown business district. KLJ is developing an economical and user-friendly multi-modal streetscape for a complete streets project. The Phase I concept development project includes community engagement, ROW verification, planning for both current and future traffic and pedestrian needs, traffic circulation (especially on the east end near the CDOT rest stop), and working with businesses to ensure adequate parking. A road diet is being considered in the alternatives analysis to reduce the asphalt width, improved pedestrian facilities, landscaping, street art, and functional parking. The plan includes bulb-outs, cross walks, ramps, and drainage improvements. Street lighting, signage, and decorative amenities will be included.





YEARS OF EXPERIENCE

13 Years

REGISTRATION

Professional Engineer –
CO

EDUCATION

BS Civil Engineering –
Colorado School of
Mines

Rebecca Atkins, PE | Project Manager

Rebecca is a licensed civil professional engineer in Colorado. She grew up on the Western Slope and is dedicated to helping local communities engineer solutions that improve the quality of life for their residents. Rebecca brings to the team more than 13 years of experience in land development and municipal projects.

Relevant Experience

Assistant Project Manager | Transportation Capacity Improvements | Grand Junction, CO

KLJ was retained by the City of Grand Junction to design roadway capacity improvements for 26½ Road from Horizon Drive to G Road and F½ Road from 30 Road to Lewis Wash. As the assistant project manager for this project, Rebecca is responsible for the management of design and production staff to ensure project deadlines are met. This project includes project coordination, data collection, full design of roadways with increased capacity including drainage, lighting, utility coordination, permitting, construction plan production, and bidding services for the City.

Project Manager | Pine Grove Road Reconstruction | Steamboat Springs, CO

KLJ is designing multimodal improvements and reconstruction of Pine Grove Road from US 40 to Mt. Werner Road in Steamboat Springs. Pine Grove Road is one of the city's primary commercial corridors for residents and visitors to the area. The road sees significant traffic volumes with high turning movements at many access points during peak hours. The project entails reconstruction of the roadway, sidewalk extensions, pedestrian crossings, multimodal improvements for transit/bike/ pedestrians, stormwater improvements, property acquisition, and public engagement. The project is being designed and constructed over two construction seasons with a Phase I and Phase II approach.

Drainage Lead | 1st Street Downtown Development Plan | Parachute, CO KLJ is performing a complete streets development plan to reconstruct 1st Street (Main Street) in Parachute to facilitate access to businesses and promote pedestrian travel by creating an inviting environment that is welcoming to residents and non-residents. 1st Street is a highly visible and utilized street that is core to the downtown business district. KLJ is developing an economical and user-friendly multimodal streetscape for a complete streets project. The Phase I concept development project includes community engagement, ROW verification, planning for both current and future traffic and pedestrian needs, traffic circulation (especially on the east end near the CDOT rest stop), and working with businesses to ensure adequate parking. A road diet is being considered in the alternatives analysis to reduce the asphalt width, improved pedestrian facilities, landscaping, street art, and functional parking. The plan includes bulb-outs, cross walks, ramps, and drainage improvements. Street lighting, signage, and decorative amenities will be included.

Project Engineer | Orchard Avenue Reconstruction from 29 to 29½ Road | Mesa County, CO

Rebecca designed roadway plan and profiles for reconstruction and widening of Orchard Avenue for Mesa County. Work included access management and stakeholder communication. Construction plans included design of a stormwater collection system. She also developed construction specifications and assisted Mesa County during bidding.

Project Manager | CDOT Highway 50 Passing Lanes Project from Milepoint 134.6 to 136 | Gunnison County, CO

This project designed new passing lanes in both directions for approximately 1.5 miles of Highway 50 in Gunnison County. The project involved roadway widening with steep cut and fill slopes. Roadway alignment tried to balance earthwork. As project manager, Rebecca ensured milestones were delivered on schedule and that plans and specifications met CDOT's standards.





YEARS OF EXPERIENCE

15 Years

REGISTRATION

Professional Engineer
– CO

EDUCATION

BS Civil Engineering; BS
Economics – Colorado
School of Mines

Jon Martinez, PE | Design Lead

Jon is a licensed civil Professional Engineer in the State of Colorado. A native to Grand Junction and Colorado's Western Slope, he also has career roots in Phoenix, AZ and Colorado's Front Range, including Colorado Springs and the Denver Metro Area. With more than 15 years of engineering and design experience, Jon brings a strong background in drainage, roadway design, and civil site design to the KLJ team.

Relevant Experience

Project Design | E Road Improvement Project | Mesa County, CO

The project involved corridor widening, drainage improvements, and the addition of a median to the E Road corridor from 30 Road to 32 Road in Mesa County, CO. Jon's responsibilities involved surface runoff analysis and drainage report preparation, including analysis and design support for replacement of the E Road Lewis Wash Bridge at the intersection of 31 Road. Other duties included site grading, utility conflict identification and resolution, roadway design support, general design, and drafting support.

Project Design | Silver Spur Subdivision Filings 1 and 2 | Grand Junction, CO

The project involved the subdivision of a 13.25-acre land plot and the development of a new 73-lot neighborhood consisting of single-family homes, supporting ROW, and all necessary underground utilities. Jon's responsibilities included the layout and design of the proposed lots, local roadways, site grading, underground utilities, surface drainage design, and Drainage Report/Stormwater Management Plan (SWMP) preparation.

Project Design | CDOT R5, CDOT R5 US 550 – Task 1 | Colorado

The project involved the design and procurement of ROW plans for improvements to a 12-mile stretch of roadway from a two-lane to a four-lane facility along the US 550 corridor, beginning at the New Mexico state line and heading north. The project also included the replacement of the Animas River Bridge, and the design of a new pedestrian bridge over the US 550 corridor. Jon's responsibilities included aiding in the layout and design of the proposed widening improvements, while also providing drainage and irrigation design support and coordination.

Project Design | Cripple Creek and Victor Mining Company, CDOT SH- 67 Re-Alignment and Drainage Support | Teller County, CO

As a project designer, Jon provided drainage report and engineering services required for re-alignment of SH-67 on the west side of the CC&V Mining Company just south of the Town of Cripple Creek, CO. Future mining operations required the widening and re-alignment of SH-67 to accommodate a proposed berm that acts as a bridge across a valley, while effectively reducing roadway length by approximately a half mile.

Project Design | Arizona Department of Transportation (ADOT) SR 801 from SR 303L to SR 202L | Maricopa County, AZ

The project involved 30 percent plan submittal of the proposed alternatives for SR 801 from SR 303L to SR 202L through the cities of Phoenix, Avondale, and Buckeye. Jon's responsibilities included design storm runoff analysis, on-site and off-site drainage conveyance design, impact analysis to existing and proposed developments and structures, compatibility with regional drainage master plan elements, evaluation of problematic drainage features, stormwater treatment, cost estimation, and report preparation.





YEARS OF EXPERIENCE

1 Year

REGISTRATION

Engineer in Training – NY

EDUCATION

BS Environmental
Engineering – Clarkson
University

Rebekah Schaumann, EIT | Design Engineer

Rebekah is an Engineer in Training who joined KLJ in June 2023. She has been highly involved with municipal projects dealing with roadway design, surface grading, and plan development.

Relevant Experience

Trail Route Alternatives Analysis Support | Riverfront Trail Connection Alternatives Analysis | Mesa County, CO

The Riverfront Trail is one of the Grand Valley's most beloved recreation amenities and serves as link between Grand Valley communities. This project includes an alternative analysis to determine the ultimate route from its terminus at 33½ and D½ Roads to 36¼ Road and the Town of Palisade, connecting Clifton to Palisade. KLJ will work with the County and Stakeholders to determine alignment options then create a decision matrix to rank options. KLJ will provide project management, base map preparation, community and stakeholder involvement, and final alternative options. The project kicked-off in November 2023 with an estimated completion in May 2024.

Design Engineer | Loma Elementary School Sidewalk | Loma, CO

Mesa County wants to add a sidewalk along Route 139 to improve pedestrian access to the elementary school. Rebekah designed the alignment, cross sections, and grading for a new sidewalk along a 3,800-foot stretch of Route 139. She created the 30 percent package sheets for submittal. She also created a Statement of Approximate Quantities and an Engineer's Opinion of Probable Cost.

Design Engineer | Caerus M12 Oil Pad Redesign | Loma, CO

Rebekah redesigned the well pad surface using new dimensions in Civil 3D. This included the reclamation plan and verifying earthwork calculations. She created the equipment layout on the pad and sized topsoil stockpiles and storm water holding ponds.





Mission Statement

To provide our clients with a comprehensive survey product in a timely and cost effective manner, while developing and maintaining healthy working relationships with our contacts including clients, professionals, governmental entities and Bookcliff Survey Services employees.

Company Profile

Bookcliff Survey Services, Inc. is a multi-disciplined land surveying organization located in Rifle, Colorado. Founded in 1999, the company has enjoyed excellent success in providing a wide variety of Surveying Services to County and City Governments, large and small Private Developers, Engineers, Construction Companies, Oil and Gas Companies, Attorneys and Land Owners throughout the Western Slope and Mountain areas of Colorado. Bookcliff Survey is the largest land surveying company in Rifle. Our current staff includes 1 Registered Land Surveyors, 3 Drafting Technicians, and 2+ Field Crews. With 150 individual years of experience we are able to organize and affect the resources required to see any survey project to completion in the required time limits.

New Technology used in the Surveying Profession is a must at Bookcliff Survey Services, Inc. In today's market, the need to have knowledge of and access to the latest technology not only allows for the highest standard of work, but also assures our clients that they are receiving the most efficient land surveys available. Trimble® Global Positioning System equipment, AutoCad® Land Development Desktop V2010 and Carlson Civil Suite 2012 are the tools utilized to produce our deliverable products. We utilize our Trimble VX 3D Scanner with RealWorks Modeling software for a number of projects. We utilize the Sonarmite Echosounder in conjunction with our Trimble GPS for underwater topography surveys. We also take advantage of aerial photogrammetry for large boundary surveys and storm water management projects. We are currently using Lidar technology for two of our ongoing gas projects.

BOOKCLIFF SURVEY TEAM MEMBERS

Michael Langhorne, PLS President/Owner	Project Coordination and Scheduling Technical Review
Wayne Kirkpatrick Owner	Construction Project Manager - Oil and Gas Projects Site Visits with BLM, Pad and Road Design
Tracey Langhorne Owner	Drafting Technician

Michael, Tracey and Wayne have worked together since 2000.

Michael Langhorne, P.L.S.

EXPERIENCE

May 2000 to present – Bookcliff Survey Services, Inc., Rifle Colorado - Owner/President of Bookcliff Survey Services, Inc., Professional Land Surveyor. Manage personnel and survey projects.

1999 to April 2000 – Meyer Land Systems, Inc., Rifle Colorado - Survey Manager responsible for the supervision of surveying staff including office staff and field personnel. Company manager for all GPS related projects.

1998 to 1999 – KRW Consulting, Inc., Lakewood Colorado - Project Manager for small Environmental Engineering firm. Managed all aspects of surveying including calculations, construction staking and mapping for roads, leachate drainage, refuse modules and water retention ponds and located, mapped and monitored groundwater well systems for county landfills throughout the State of Colorado.

1995 to 1998 – Logikos Science, Inc., Pleasanton California - Project Manager responsible for all aspects of surveying and construction staking of microwave and digital telephone towers throughout the Western U.S. Clients included Pacific Bell, Sprint, U.S. West and GTE. Projects required extensive interaction with project engineers, planners and architects.

1990 to 1995 – Johnson Kunkel & Associates, Eagle Colorado - Crew Chief responsible for various surveying projects including; construction staking of roads and utilities and Topographic and Boundary Surveys.

COUNTINUING EDUCATION

Certified Trimble GPS Training
Professional Land Surveyors of Colorado Seminars
 Analysis of Boundary Evidence
 Finding the Law
 Interpreting Land Records
 Land and Easements Descriptions
 Colorado Railroad Surveying Fundamentals

COMMUNITY INVOLVEMENT

Rifle Economic Development Corporation – 2007- Current President
Downtown Development Authority – 2008-2016 Board Member
Visitor Improvement Fund – 2009-2020 Board Member
Rifle Area Chamber of Commerce – 2005-2007 President

Wayne K. Kirkpatrick, LSI

(970)625-2720 wk@bookcliffsurvey.com

Work History

Project Manager/Partner - June 2001 to Present

BookCliff Survey Services, Inc. Rifle, CO

- Manage Office and Field Personnel
- GPS Networking, Coordinate Systems, GIS
- Oil and Gas Project Management
- ALTA/ACSM Land Title Surveys, Mapping
- Legal Research
- Construction Preparation and Calculations
- 3D Surfaces

Party Chief/Field Surveyor – March 2000 to June 2001

Meyer Land Systems, Eagle and Rifle CO

- Construction Staking and Layout
- Boundary Surveys, Section Breakdown
- Topography Surveys
- Legal Research

Skills

Land Surveying

- Trimble Advanced RTK Training
- Trimble Advanced Calibration and Geodesy
- Carlson Survey and Civil Software

Education

Bachelor of Arts, U.S. History

Mesa State College, Grand Junction, CO

Associates of Arts

Colorado Northwestern C.C.

Associates of Science

Colorado Northwestern C.C.



Agenda Item #7.c.

Agenda Item Name:

Consider Enacting Section 8-1-207 of the Rifle Municipal Code to Require the Proper Display of License Plates - Ordinance No. 16, 2024 - 1st Reading

Presenter:

Kathy Pototsky, Court Clerk / PIO

Item Description:

Ordinance No.16, Series of 2024, Enacting section 8-1-207 of the Rifle Municipal Code to require the proper display of license plates assigned to a vehicle for the current registration year.

Recommended Action:

Move to Approve Ordinance No.16, Series of 2024 - on first reading as presented and order it to be published as required by charter.

Fiscal Impact:

None

Operational Impact:

None

Prior Board Motions:

None

Background Information:

This law already exists at the state level. Our officers have been writing tickets for this offense under our inoperable vehicle statute if the vehicle is parked. This proposed ordinance makes the law more specific and can be used on non-parked vehicles and prevent the need for tickets to be written into county court.

Executive Summary:

This law already exists at the state level. Our officers have been writing tickets for this offense under our inoperable vehicle statute if the vehicle is parked. This proposed ordinance makes the law more specific and can be used on non-parked vehicles.

Notification Requirements:

None

Prepared By:

Kathy Pototsky, Court Clerk / PIO

Attachments:

1. Ordinance No. 16-Valid License Plates (002)

**CITY OF RIFLE, COLORADO
ORDINANCE NO. 16
SERIES OF 2024**

AN ORDINANCE OF THE CITY OF RIFLE, COLORADO ENACTING
SECTION 8-1-207 OF THE RIFLE MUNICIPAL CODE TO REQUIRE THE
PROPER DISPLAY OF LICENSE PLATES ASSIGNED TO A VEHICLE FOR
THE CURRENT REGISTRATION YEAR.

WHEREAS, the City of Rifle (“Rifle” or the “City”) is a home-rule municipality organized pursuant to Article XX of the Colorado Constitution and with the authority of the Rifle Home Rule Charter; and

WHEREAS, Chapter 8, Article I of the City of Rifle Municipal Code (the “Code”) adopts by reference the 2020 Edition of the Model Traffic Code, with local amendments; and

WHEREAS, City staff has determined that the existing Code provisions require additional amendment to better regulate and enforce the need for vehicles operated or parked in the City to maintain current registration with the State as displayed on assigned license plates; and

WHEREAS, the City Council finds and determines that the enactment of Section 8-1-207 of the Code is in the best interest of the public health, safety and welfare of the citizens of Rifle.

NOW, THEREFORE, THE COUNCIL OF THE CITY OF RIFLE, COLORADO, ORDAINS THAT:

1. The foregoing recitals are incorporated by reference as findings and determinations of the City Council.

2. Section 8-1-207 of the Rifle Municipal Code is hereby enacted as follows:

Sec. 8-1-207. –LICENSE PLATES REQUIRED:

A new section 1420 of the adopted code is hereby enacted, to read as follows:

1420. License plates required.

All motor vehicles operated or parked within the city must properly display the license plates assigned to the vehicle for the current registration year.

3. The effective date of this Ordinance shall be August 1, 2024.

INTRODUCED on June 5, 2024 read by title, passed on first reading, and ordered published as required by the Charter.

INTRODUCED a second time at a regular meeting of the Council of the City of Rifle,

City of Rifle, Colorado
Ordinance No. 16, Series of 2024
Page 2 of 2

Colorado on June 19, 2024, passed without amendment, approved, and ordered published in full as required by the Charter.

DATED this _____ day of _____, 2024.

CITY OF RIFLE, COLORADO

By _____
Mayor

ATTEST:

City Clerk



Agenda Item #7.d.

Agenda Item Name:

Consider Amendment to the Rifle Municipal Code to allow for Administrative Approval of Minor Amendments to Conditional Use Permits - Ordinance No. 15, Series of 2024 - 1st Reading

Presenter:

Geir Sverdrup

Item Description:

Text Amendment

Recommended Action:

Move to Approve Proposed Amendment to the Rifle Municipal Code to allow for Administrative Approval of Minor Amendments to The Conditional Use Permit - Ordinance No. 15, Series of 2024, on first reading as presented and order it to be published as required by charter.

Fiscal Impact:

N/A

Operational Impact:

The amendment will make it easier for applicants to make minor changes to already approved Conditional Use Permits. The projected increase on Staff workload is anticipated to be minor.

Prior Board Motions:

N/A

Background Information:

Over the last couple of years, there have been a number of amendments requested on conditions of approval for Conditional Use Permits. Many of these did require re-hearing by the Planning and Zoning Commission. However, staff believes that many of these could have been handled administratively.

Executive Summary:

Staff therefore proposes an amendment granting the Planning Director authority to approve revisions within a specific set of parameters. The intent of these changes is to make minor amendments to conditional use permits simpler for applicants. If the applicant disagrees with Staff, they can appeal the decision to Planning Commission.

Notification Requirements:

Notice was completed pursuant to the Rifle Municipal Code.

Prepared By:

Patrick Waller, Interim City Manager

Attachments:

1. Staff Memo - CUP Admin App Text Amendments - CC - 6-5-2024
2. Ordinance No. 15-CUP Code Update



MEMORANDUM

TO: Rifle City Council
FROM: Geir Sverdrup, Senior Planner
DATE: June 5, 2024
SUBJECT: Conditional Use Permit Text Amendment Application

Background

Over the last couple of years, there have been a number of amendments requested on conditions of approval for Conditional Use Permits. Many of these did require re-hearing by the Planning and Zoning Commission, however, staff believes that many of these could have been handled administratively. Staff therefore proposes an amendment granting the Planning Director authority to approve revisions within a specific set of parameters. The following revisions are Staff's recommended amendments to the Rifle Municipal Code for consideration by the Planning Commission as a text amendment.

Current R.M.C. Requirements

Sec. 16-3-80. – Conditional Uses.

- a. Intent. Uses designated as conditional uses are contingent uses which may or may not be appropriate in a particular location depending on the nature of the proposed use, its relationship to surrounding land uses and its impact on traffic capacities, potential environmental effects, compatibility with the neighborhood and conformance with the Comprehensive Plan. It is the intent of these regulations to provide a review of conditional uses so that the community is assured that any proposed conditional uses are suitable for the proposed location and are compatible with the surrounding land uses.
- b. When allowed. Conditional uses may be permitted in designated zone districts upon approval of the Planning Commission or City Council as provided in these regulations.
- c. Application and review. All applications for conditional uses will be reviewed according to the procedures set forth in Article V of this Chapter. Application submittal requirements are specified in Article VI of this Chapter.

As written, the current language of the code does not provide any administrative authority for minor revisions or changes to an approved Conditional Use Permit. Every change or modification to an approved CUP requires review and approval by the P&Z Commission. The intent of the proposed amendment is to allow the Planning Director or their designee, a level of discretion to administratively approve minor changes under a very specific set of circumstances as detailed in a new subsection (d).



Proposed Amendment

Sec. 16-3-80. – Conditional Uses.

- a. Intent. Uses designated as conditional uses are contingent uses which may or may not be appropriate in a particular location depending on the nature of the proposed use, its relationship to surrounding land uses and its impact on traffic capacities, potential environmental effects, compatibility with the neighborhood and conformance with the Comprehensive Plan. It is the intent of these regulations to provide a review of conditional uses so that the community is assured that any proposed conditional uses are suitable for the proposed location and are compatible with the surrounding land uses.
- b. When allowed. Conditional uses may be permitted in designated zone districts upon approval of the Planning Commission or City Council as provided in these regulations.
- c. Application and review. All applications for conditional uses will be reviewed according to the procedures set forth in Article V of this Chapter. Application submittal requirements are specified in Article VI of this Chapter.
- d. Amendments to existing conditional uses. Any applications to amend an existing conditional use will be reviewed by the Director or their designee. If the Director's finding is that the request is a minor amendment to the existing use, the Director may administratively approve the request. Amendments designated as a major amendment shall be subject to approval by the Planning and Zoning Commission.

Review Criteria. Minor Amendments are those that deviate from approved conditions of approval or alter elevations, structures, parking, landscaping, drainage, utilities, or other site improvements in an approved Conditional Use Permit, and that meet all the following criteria (as applicable):

1. Complies with all requirements of the existing conditional use.
2. Does not conflict with the Comprehensive Plan.
3. Does not change the character of the existing conditional use.
4. Does not alter the basic relationship of the existing use with adjacent properties.
5. Does not change the approved use(s).
6. Does not require amendment or abandonment of any easements and/or rights-of-way.
7. Does not increase the intensity of the existing conditional use.
8. Does not increase the existing conditions of approval in excess of the maximum permitted in the zone district in which the use is located; and
9. Does not decrease the requirements of the underlying zone district including open space, screening, etc. and/or other requirements specifically cited in the current conditions of approval.



10. Appeal of the Planning Director's decision shall be made to the Planning and Zoning Commission within thirty (30) days of the Directors decision. Appeal may be brought forward by the applicant or by owners of affected properties.

The proposed text addition will only remove the need for the P&Z Commission to review and evaluate every minor alteration to an approved CUP. This will be a benefit to applicant's by eliminating process.

Planning and Zoning Commission

The P&Z Commission heard this proposed amendment at the April 28, 2024 meeting. After staff's presentation and taking public input on the proposed text amendment, the P&Z Commission recommended approval of the text amendment with the addition of criteria #10 setting an appeal process of the director's decision to the Commission.

Findings

Pursuant to RMC Section 16-5-280, the Planning and Zoning Commission shall consider the following criteria when determining whether or not to recommend approval of the setback amendment to City Council:

1. Conformance of the proposal with the City of Rifle Municipal Code;

The proposal is in conformance with the Rifle Municipal Code.

2. The compatibility of the proposal with the character of the surrounding area, including but not limited to the architectural character of the neighborhood, the average lot and building sizes in the neighborhood, and the relative value of the proposed structure to the value of other structures in the neighborhood;

The proposal will be compatible with the character of Rifle. Staff feels that this amendment to the Code will not allow alterations to the character of an approved CUP.

3. The desirability for the proposed use in the specific area of the City;

The zoning code is enforced Citywide by appropriate zone district.

4. The potential for adverse environmental effects that might result from the proposed use;

No major adverse environmental effects are anticipated from the proposal.

5. Compatibility of the proposed use and the site (or subdivision) plan with the City of Rifle Comprehensive Plan;

No Comprehensive Plan issues were noted as part of the review.

DEPARTMENT OF PLANNING & DEVELOPMENT

202 Railroad Avenue, Rifle, CO 81650

Phone: 970-665-6490



6. The potential impact of the proposed use upon the value of property and buildings within the surrounding area; and

No negative impacts to property values are anticipated. Proposed Review Criteria are intended to insure continued compatibility.

7. Conformance of the proposal with the approval requirements concerning water and sewer tap availability for high volume use requests pursuant to 13-4-120 of the Code, if applicable.

Not applicable.

Recommendation

Planning and Zoning Commission recommends that the Rifle City Council approve the proposed text amendment.

CITY OF RIFLE, COLORADO
ORDINANCE NO. 15
SERIES OF 2024

AN ORDINANCE OF THE CITY OF RIFLE, COLORADO, AMENDING
ARTICLE III OF CHAPTER 16 OF THE RIFLE MUNICIPAL CODE
REGARDING MAKING ADMINISTRATIVE CHANGES FOR MINOR
ALTERATIONS TO CONDITIONAL USE PERMITS ISSUED BY THE CITY

WHEREAS, Article III of Chapter 16 of the Rifle Municipal Code (the “Code”) regulates the zoning and issuing of conditional use permits within the City; and

WHEREAS, City staff have recommended updates to the Code Sec. 16-3-80 with respect to Conditional Use Permits (“CUP”) in order to provide the City Planning Director the authority to make minor revisions to previously issued conditional use permits if said changes meet a very specific set of circumstances; and

WHEREAS, the City Council finds and determines that it is in the best interests of the citizens of Rifle to amend Article III of Chapter 16 of the Code accordingly.

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF RIFLE, COLORADO, THAT:

Section 1. The foregoing recitals are incorporated herein as if set forth in full.

Section 2. Section 16-3-80 of the Rifle Municipal Code, “Conditional uses”, is hereby amended as follows, with underlined text added:

Sec. 16-3-80. – Conditional Uses.

- (a) Intent. Uses designated as conditional uses are contingent uses which may or may not be appropriate in a particular location depending on the nature of the proposed use, its relationship to surrounding land uses and its impact on traffic capacities, potential environmental effects, compatibility with the neighborhood and conformance with the Comprehensive Plan. It is the intent of these regulations to provide a review of conditional uses so that the community is assured that any proposed conditional uses are suitable for the proposed location and are compatible with the surrounding land uses.
- (b) When allowed. Conditional uses may be permitted in designated zone districts upon approval of the Planning Commission or City Council as provided in these regulations.
- (c) Application and review. All applications for conditional uses will be reviewed according to the procedures set forth in Article V of this Chapter. Application submittal requirements are specified in Article VI of this Chapter.
- (d) Amendments to existing conditional uses. Any applications to amend an existing conditional use will be reviewed by the Director or their designee. If the Directors finding is that the request is a minor amendment to the existing use, the Director may administratively approve the request. Application Amendments designated as a major amendment shall be subject to approval by the Planning and Zoning Commission.

Review Criteria. Minor Amendments are those that deviate from approved conditions of approval or alter elevations, structures, parking, landscaping, drainage, utilities, or other site improvements in an approved Conditional Use Permit, and that meet all the following criteria (as applicable):

1. Complies with all requirements of the existing conditional use.
2. Does not conflict with the Comprehensive Plan.
3. Does not change the character of the existing conditional use.
4. Does not alter the basic relationship of the existing use with adjacent properties.
5. Does not change the approved use(s).
6. Does not require amendment or abandonment of any easements and/or rights-of-way.
7. Does not increase the intensity of the existing conditional use.
8. Does not increase the existing conditions of approval in excess of the maximum permitted in the zone district in which the use is located; and
9. Does not decrease the requirements of the underlying zone district including open space, screening, etc. and/or other requirements specifically cited in the current conditions of approval.
10. Appeal of the Planning Director's decision shall be made to the Planning and Zoning Commission within thirty (30) days of the Directors decision. Appeal may be brought forward by the applicant or by owners of affected properties.

INTRODUCED, on June 5, 2024, read in full, passed on first reading, and ordered published by title as required by the City Charter.

INTRODUCED a second time at a regular meeting of the Council of the City of Rifle, Colorado, held on June 19, 2024, approved without amendments, and ordered published in full as required by the Charter.

CITY OF RIFLE, COLORADO

By _____
Mayor

ATTEST:

City Clerk



Agenda Item #7.e.

Agenda Item Name:

Consider Awarding Bid to KLJ for the Safe Streets Project - Rifle Safety Action Plan

Presenter:

Craig Spaulding, Civil Engineer

Item Description:

Consider Awarding Bid to KLJ for the Safe Streets

Recommended Action:

Move to Approve Awarding Bid to KLJ for the Safe Streets Project for Rifle Safety Action Plan in the amount of \$146,991.20

Fiscal Impact:

This project was anticipated for 2024 but not awarded and therefore was not in the 2024 budget. With the grant funding the net cost is within the current engineering budget but there may need to be a supplemental to cover the gross cost at a future date.

Operational Impact:

N/A

Prior Board Motions:

N/A

Background Information:

The Safe Streets for Rifle Safety Action Plan will gather data on traffic, bridges, revenues, crashes, pedestrian and bicycle facilities, ADA accessibility, surrounding areas, school related issues, railroad issues, freight needs, street standards to develop a list of transportation issues. These issues will be used to develop a Safety Action Plan addressing: roadway classifications, roadway design standards for future development, access management needs, a major road plan for 5 and 20 years in the future that includes the preferred location for future arterials & collectors, and a master bicycle and pedestrian plan for 5 and 20 years in the future. The Safety Action plan is funded in part by the Safe Streets for All (SS4A) program implemented by the Federal Highway Administration that has the initiative of 0 deaths on transportation systems. The grant that Rifle received was for \$120,000 and a \$30,000 City match.

Once the Safety Action plan has been developed the City can then apply for two more stages of funding that fund the construction and implementation of the needs found in the plan.

Executive Summary:

The Safe Streets for Rifle Safety Action Plan will provide a plan that improves the safety of Rifle's road system and allows for additional funding to make the improvements. KLJ was the most qualified consultant for this

based on a formal RFP process and is recommended for award.

RFP Information @: Www.RifleCO.org/Packetaddendums

Notification Requirements:

N/A

Prepared By:

Craig Spaulding, Civil Engineer

Attachments:

1. Memo_RFP Award
2. PURCHASE REQUEST-SS4A_KLJ 5-30-24
3. KLJ_Rifle_SS4A_5-24

ENGINEERING



TO: Patrick Waller
FROM: Craig Spaulding
DATE: May 29, 2024
RE: Award to KLJ for the Safe Streets for Rifle Safety Action Plan

The purpose of the following memo is to recommend award for the Safe Streets for Rifle Safety Action Plan.

Background:

The Safe Streets for Rifle Safety Action Plan will gather data on traffic, bridges, revenues, crashes, pedestrian and bicycle facilities, ADA accessibility, surrounding areas, school related issues, railroad issues, freight needs, street standards to develop a list of transportation issues. These issues will be used to develop a Safety Action Plan addressing: roadway classifications, roadway design standards for future development, access management needs, a major road plan for 5 and 20 years in the future that includes the preferred location for future arterials & collectors, and a master bicycle and pedestrian plan for 5 and 20 years in the future.

The Safety Action plan is funded in part by the Safe Streets for All (SS4A) program implemented by the Federal Highway Administration that has the initiative of 0 deaths on transportation systems. The grant that Rifle received was for \$120,000 and a \$30,000 City match.

Once the Safety Action plan has been developed the City can then apply for two more stages of funding that fund the construction and implementation of the needs found in the plan.

RFP Results:

The City of Rifle posted the request for proposals for the SS4A grant publicly and received two proposals. The proposals were evaluated by three reviewers resulting in the scores below:

	Reviewer #1		Reviewer #2		Reviewer #3	
	Foresite Group	KLJ	Foresite Group	KLJ	Foresite Group	KLJ
Technical Expertise (0-25)	23	23	15	20	25	25
Previous Experience on Project Similar in Scope (0-30)	24	23	15	25	25	28
Completeness and Accuracy of the Proposal (0-20)	18	20	15	20	18	18
Quality, clarity, creativity and understanding of the scope of work outlined that clearly and specifically illustrates the tasks that will be completed and accomplished (0-25)	22	25	15	25	20	24
Total	87	91	60	90	88	95

Conclusion

The Safe Streets for Rifle Safety Action Plan will provide a plan that improves the safety of Rifle's road system and allows for additional funding to make the improvements. KLJ was the most qualified consultant for this based on a formal RFP process and is recommended for award.



**CITY OF RIFLE
PURCHASE REQUEST**

1.	Vendor Name	NEW: W-9 attached ☐
	KLJ Engineering, LLC	

2.	Vendor Address
	P.O. Box 4130
	Bismarck, ND 58502

3.	For the Purchase of (description)
	Professional Services Associated with
	Safe Streets for Rifle Safety Action Plan

4.	Amount Requested	Amount Budgeted	Finance Director Verified Funds Avail.
	\$150,000	\$0	

5.	Dept. Name	General Ledger Acct #
	Engineering	100-4317-400-320

6.	Type of Purchase
	Capital Construction
	Capital Construction – Change Order
	Capital Equipment
	Plant Equipment
	Materials, supplies, non-profession/technical services (includes computer/software maint.)
	x Professional Services
	Utilities (includes equipment installation)
	Land, easements, ROW

7.	Purchasing Process Required
	Cooperative Purchasing
	Open Market
	Comparative Pricing
	x Request for Proposal (attach bid tab)
	Formal Bid (attach bid tab and advertisement)
	Single Source (attach an explanation)

8.	Authorization Required
	City Manager
	x City Council

9.	Signatures		
	Position	Signature	Date
	Department Director		
	City Manager		
	City Council Approval (meeting date)		
10.	Purchase Order # assigned by Finance		

General summary of purchasing ordinance (Section 4, Art. III)

TYPE OF CONTRACT	ESTIMATED AMOUNT	PROCESS	Purchase Order? Purchase Request?	CITY COUNCIL APPROVAL REQUIRED?
Capital Construction	< \$5,000	Open Market (informal evaluation by purchasing agent)	> \$5,000 - PO	Yes if over \$20,000 or for any amount from Capital Fund.
	\$5,000-\$20,000	Comparative Pricing (solicit quotes from 3) vendors/suppliers)	Purchase Request	
	\$20,001-\$100,000	Competitive Bid (see Code Sec 4-3-40)		
	> \$100,000	Bonded Competitive Bid		
Capital Construction Change orders	< = 10% of approved contract	When total change orders to date are < 10% - Dept Head or City Manager Approval	Purchase Request	Yes if total change orders to date are greater than 10%
	> 10% of approved contract			
Capital Equipment	< \$5,000	Open Market (informal evaluation by purchasing agent)	> \$5,000 - PO	Yes if over \$20,000 or for any amount from Capital Fund.
	\$5,000-\$20,000	Comparative Pricing (solicit quotes from 3 vendors/suppliers)	Purchase Request	
	> \$20,000	Competitive Bid (see Code Sec 4-3-40)		
Plant Equipment Replacement (purchases necessary for replacement of existing equipment that is component part of any water, wastewater, or physical plant)	< \$7,500	Open Market (informal evaluation by purchasing agent)	> \$5,000 - PO >= \$5,000 - Purchase Request	Yes if over \$75,000
	\$7,500-\$75,000	Comparative Pricing (solicit quotes from 3 vendors/suppliers)	Purchase Request	
	>\$75,000	Competitive Bid (see Code Sec 4-3-40)		
Materials, Supplies, Non- Professional Services and Technical Services (including software/hardware maintenance technical services)	< \$10,000	Open Market (informal evaluation by purchasing agent)	> \$5,000 - PO >= \$5,000 - Purchase Request	Yes if over \$20,000
	>\$10,000	Comparative Pricing (solicit quotes from 3 vendors/suppliers)	Purchase Request	
Professional Services (note- process for appointed positions such as auditor, attorney, engineer, or municipal judge to be determined by Council)	< \$25,000	Open Market (informal evaluation by purchasing agent)	All - Purchase Request	Yes if anticipated to exceed \$25,000 per year to a single vendor
	> = \$25,000	Written requests for written proposals must be sent to at least 3 firms or individuals		
Utilities including installation of equipment (purchases to secure utility services such as natural gas, electricity, local telephone, water, or sewer)	any amount	Single Source (negotiations, where appropriate, after good faith determination that only one viable source exists in relevant supply area - keep records for one year)	> \$5,000 - PO >= \$5,000 - Purchase Request	No
Real Property Interest (including easements and rights of way)	any amount	Single Source (see above)	> \$5,000 - PO >= \$5,000 - Purchase Request	Yes if over \$5,000.



Safe Streets

for Rifle Safety Action Plan

MAY 2024

May 1, 2024

Craig Spaulding, Civil Engineer
City of Rifle, CO

1601 Riverfront Drive,
Suite 204
Grand Junction, CO 81501-3829
KLJENG.COM



RE: Request for Qualifications (RFQ) for the Safe Streets for Rifle Safety Action Plan

Dear Craig and Selection Committee:

The City of Rifle has an opportunity to develop a forward-looking long-range Safe Streets and Roads for All (SS4A) Action Plan. We were grateful to assist the City on both the Railroad Avenue and Rifle Gateway projects. These two strategic projects for the City of Rifle are now complete, and KLJ Engineering (KLJ) has developed a deep understanding of the transportation safety and mobility opportunities facing your community. We are excited to showcase our team of transportation planning, traffic safety, and public engagement experts who will lead the City of Rifle through the development of this important study.

UNDERSTANDING PRIORITIES – Project Manager, Wade Kline, PTP, recently completed the Strategic Funding Roadmap for the Town of Eagle and Town of Gypsum and is serving as Project Manager on the Town of Eagle's recently initiated town-wide comprehensive Safety Action Plan. Wade has more than 20 years of long-range transportation, strategic planning, and funding experience. He understands the range of transportation and safety-related investments facing the City of Rifle and communities across the Western Slope. Wade will lead City staff and stakeholders in the process of identifying and planning a complete streets approach to the transportation system that will improve safety for all roadway users.

TECHNICAL LEADERSHIP – Joe Devore, PE, PTOE, RSP2 will lead KLJ's traffic and safety analysis to identify safety and mobility issues for all users. He led the traffic modeling and analysis portion of the Gateway project. His safety experience includes working with large stakeholder groups, identifying high-benefit projects, and championing the pursuit of funding and project implementation. This philosophy has led to many successful KLJ-led projects throughout our service territory that have drastically decreased serious injuries and fatalities across the multimodal transportation spectrum. Our transportation planning team has an equity and safety-focused process of identifying emerging crash trends and implementing policies and high-benefit projects to greatly improve multimodal safety.

HEAR EVERY VOICE – Engagement Lead, Jamie Olson, will manage a comprehensive public engagement program that listens to every voice. Traffic safety has been identified as an equity issue that demands to be addressed. People from low-income neighborhoods and zero-car households are more reliant on multimodal facilities and transit, and often live near less safe roadway corridors. Jamie will incorporate a comprehensive equity lens that integrates early equity review findings and, ultimately, help implement safety projects and policies in the City of Rifle.

DEVELOPING A LONG-RANGE VISION – Because the City of Rifle does not currently have a long range master traffic/transportation study, KLJ is dedicated to using a long-range planning approach for the development of the SS4A Action Plan. Ian Butler-Severson will lead KLJ's planning team in this approach.

KLJ has the motivation, traffic expertise, local resources, and availability to assist the City of Rifle with this project. We look forward to a favorable review of our qualifications and working with you to plan for a better tomorrow. If you have questions or require additional information, please feel free to contact us.

Sincerely,

KLJ Engineering

A handwritten signature in blue ink that reads 'Wade S. Kline'.

Wade Kline, PTP
Project Manager
Phone: 701-271-5009
email: wade.kline@kljeng.com

A handwritten signature in blue ink that reads 'Marc Kenney'.

Marc Kenney, PE, CFM
Client Manager
Phone: 970-450-7476
email: marc.kenney@kljeng.com

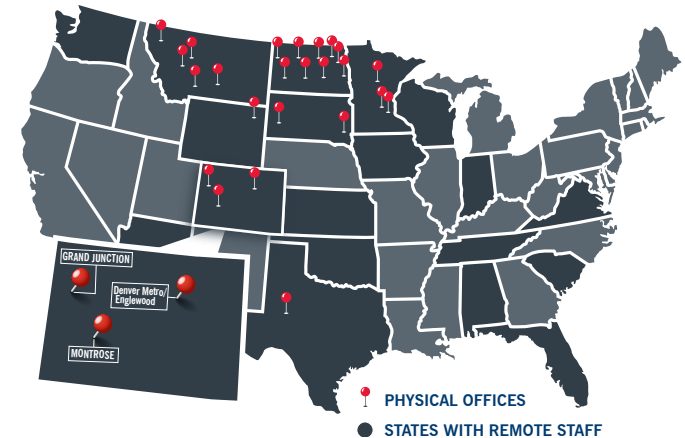
Introduction and Organization Information



KLJ Engineering (KLJ) has grown and expanded in Grand Junction to a full-time staff of 15 since opening an office there in 2020. Today, we have approximately 50 employees in Colorado. We bring local project management and multidisciplinary expertise combined with national experts from our company-wide staff of 550 located in 24 offices across the upper Midwest, Rocky Mountain, and Southwest regions. Our project team for the City of Rifle's Safety Action Plan blends our Western Slope team with other staff fluent with your community. This fantastic team is led by Wade Kline and Marc Kenney.

Wade Kline has supported cities, towns, counties, Departments of Transportation (DOT), and Metropolitan Planning Organizations (MPO) with monitoring, identifying, and implementing high-benefit safety policies and strategies. Joe DeVore and our traffic/safety team bring specific safety experience that includes working with large stakeholder groups, identifying high-benefit projects, and championing the pursuit of funding and project implementation. This philosophy has led to many successful KLJ-led projects throughout our service territory that have drastically decreased serious injuries and fatalities across the multimodal transportation spectrum. Our team has an equity and safety-focused process balanced in line with the perspectives of the City of Rifle and its residents to greatly improve multimodal safety.

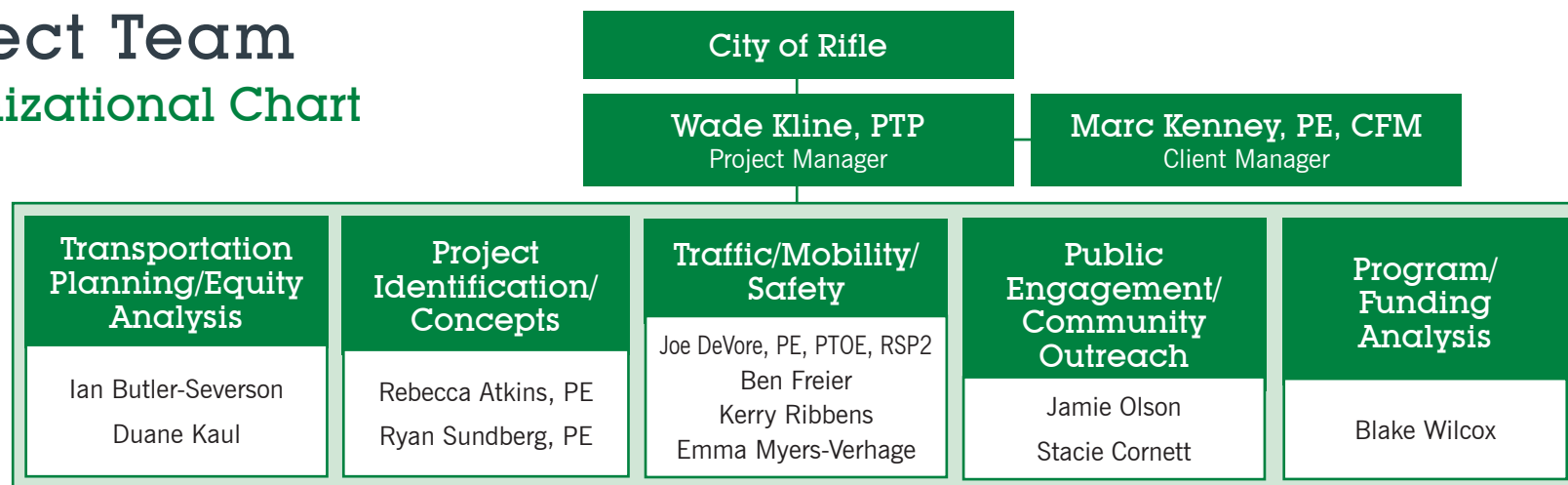
KLJ's team is dedicated from the time of project kick-off to funding identification, through project construction. We thrive in assisting communities to realize local, state, and national goals for eliminating roadway deaths and injuries.



PROGRESS THROUGH PLANNING

We are firm believers that future funding success starts in the planning phases of the project. A significant advantage of KLJ's team is our ability to incorporate future grant compliance and opportunities into Rifle's Safety Action Plan. KLJ is a rare engineering firm on the Western Slope with full-time grant writing staff. KLJ has helped our municipal clients secure more than \$150 million in grant funds over the past two years under the Infrastructure and Investment Jobs Act (IIJA). This includes recent wins in the Towns of Gypsum and Eagle and Huerfano County. Our approach prepares the City of Rifle to access funding from the current SS4A program. Our planning approach also focuses on setting the City of Rifle up to access funding through a range of different programs available through both IIJA and Colorado Department of Transportation (CDOT). Our transportation planning and grant writing team will identify and prioritize an implementation plan that readies the City of Rifle to apply for a range of both state and federal programs to improve local safety and transportation mobility.

Project Team Organizational Chart



Project Team



WADE KLINE, PTP | PROJECT MANAGER

Wade has 24 years of transportation planning experience. He is currently collaborating with KLJ's Grand Junction office on projects in Gunnison and Huerfano Counties, as well as Telluride, Eagle, and Gypsum. Wade is currently project manager on the Town of Eagle's Comprehensive Safety Action Plan. Over the past nine years, he has served as a private sector consultant, developing a variety of transportation planning and programming documents for a range of public sector client types, including cities, counties, and regional planning organizations. Wade excels at developing a range of long-range policy, planning, and programming tools. Wade's reputation as a consensus builder will be instrumental in the development and completion of agreed-to vision, strategy, and implementation plan for Rifle's Safety Action Plan.



JAMIE OLSON | PUBLIC ENGAGEMENT/COMMUNITY OUTREACH

With 18 years of communications, marketing, and public relations experience, Jamie serves as communication and branding manager for KLJ's public engagement team. In this role, she brings a unique perspective combining strategic communication and creative public engagement. This includes building, implementing, and managing public engagement campaigns that are well branded and employ a variety of tools utilizing traditional and digital/virtual components to communicate transportation projects and programs to stakeholders and the public.



IAN BUTLER-SEVERSON | TRANSPORTATION PLANNING/EQUITY ANALYSIS

Ian has more than 10 years of combined planning and landscape architecture experience. Ian is currently providing technical assistance to the Town of Eagle to secure federal funding for the Grand Avenue (Highway 6) reconstruction project. Ian is also supporting development of a capital investment plan (CIP) for Gunnison County to support development of a county-wide infrastructure program. His focus areas of expertise include multimodal transportation planning, land use planning, Tribal Long Range Transportation Planning (LRTP), and park, trail, and open space planning and landscape architectural design. Additional areas of Ian's professional practice experience include federal facility and military installation area development plans, Tribal land use plans, and comprehensive plans. Ian is well versed in demographic analysis and grant writing, and holds a Graduate Certificate in Geographic Information Systems (GIS).



JOE DEVORE, PE, PTOE, RSP2 | TRAFFIC AND MOBILITY

Joe is familiar with the City of Rifle and led the traffic modeling/analysis task for the Rifle Gateway Project. He has led more than 10 safety and access focused studies in the last five years, providing more than 200 intersection evaluations, input on 60 other corridor

studies, 10 grant-related applications, and design of 17 roundabouts. Joe has quantified crash benefits for areawide LRTPs, county/district safety plans, multimodal system studies, corridor studies, and intersection safety audits. He is KLJ's leading safety engineer whose Road Safety Professional Certification demonstrates his commitment to transportation and complete streets safety initiatives. Joe provides a unique background of both macro and micro safety analysis and provides the detailed future safety analysis needed for this project to best reduce future serious injury crashes.



BLAKE WILCOX | PROGRAM/FUNDING ANALYSIS

Blake has nine years of experience focusing on community engagement and building strong partnerships. He serves as a government specialist at KLJ and focuses on grant writing, funding tracking, and public engagement. Blake currently provides regular grant writing and strategic planning services for the **Town of Eagle, Town of Gypsum, Town of Telluride, and Huerfano County**. Blake's experience and track record of government work positions him perfectly as he looks to further utilize those skills to lead stakeholder groups, analyze and research the appropriate funding mechanisms, and help our clients secure those resources.



DUANE KAUL | TRANSPORTATION PLANNING/EQUITY ANALYSIS

Duane has a BS and MA in geography, both earned at the University of North Dakota. He has extensive experience with 911/emergency management throughout North Dakota, Minnesota, Montana, and Iowa. Duane has served as a project manager for various GIS projects and has more than 24 years of GIS experience.



REBECCA ATKINS, PE | PROJECT IDENTIFICATION/CONCEPTS

Rebecca is a licensed civil professional engineer in Colorado and a former CDOT Region 3 Traffic Engineer. She has an in-depth knowledge of CDOT policies, standards, procedures, and staff. She grew up on the Western Slope and is dedicated to helping local communities engineer solutions that improve the quality of life for their residents. Rebecca brings to the team more than 13 years of experience in traffic, municipal, and land development projects.



RYAN SUNDBERG, PE | PROJECT IDENTIFICATION/CONCEPTS

Ryan provides planning, preliminary design, and final design engineering services for a wide range of infrastructure projects. Applying this versatile skill set, he has gained more than 13 years of project experience and has provided tremendous support in designing with efficiency. His expertise is in roadway and intersection/roundabout geometric design and mobility integration.

Project Understanding



National Perspective

Transportation safety has many variables that contribute to the safety of a community. Engineering, enforcement, emergency response, and education all factor into a safe systems approach that emphasizes that no death on the transportation system is acceptable. The City of Rifle and its project partners look to build on previous safety studies and this notion to create a Safety Action Plan that addresses what investments are working and where future funding should be prioritized. The KLJ team will use their local knowledge gained through our recent Rifle Gateway Traffic Study and the Railroad Avenue project to lead City staff and stakeholders in the process of identifying and planning a complete streets approach to the transportation system that will eliminate future deaths.

The Federal Highway Administration (FHWA) under IIJA has identified traffic safety as an equity issue that demands to be addressed. People from low-income neighborhoods and zero-car households are more reliant on multimodal facilities, transit, and often live near less safe roadway corridors. KLJ will incorporate a comprehensive equity lens that integrates early equity review findings and help ultimately implement safety projects and policies in the City of Rifle. Building from the Federal emphasis on SS4A, KLJ will develop a Rifle Safety Action Plan to prioritize investments that have been historically ignored or not promoted, building other needed local infrastructure needs. Our objective is to understand the contributing factors, analyze which risk factors are most prevalent, and develop a Safety Action Plan to reduce and eliminate transportation-related deaths over the next 20 years.

Statewide Context

One trend that has been evident in Colorado over the last five years is that as vehicles get larger, pedestrians, cyclists, and vulnerable users that interact with these vehicles are at greater risk. Following this emerging trend, United States pedestrian fatalities reached the highest level in 40 years, with more than 7,500 deaths in 2022. Specifically, Colorado has had 111 pedestrians killed in 2022 with that trend continuing to increase in 2023. Overall roadway fatalities have also been increasing in Colorado from 2011 to 2022, ranging from a low of 447 and up to 754 per year last year.



KLJ recently completed a downtown planning process for Ronan, MT, preparing visual illustrations to demonstrate proposed transportation safety features of a proposed roadway.

Local Conditions

The City of Rifle, CO has seen four fatalities and 27 serious injury crashes on its roadways from 2014-2023 (Source: CDOT). These crashes included three non-motorized crashes where two occurred during low light periods. A correlation of overturning and speed-related crashes is also present on I-70, US 6, and CO 13. Rifle's two census tracts also rank 90th and 98th percentile in transportation barriers, which means that many residents have increased cost or time spent on transportation. The Rifle SS4A project will determine how crashes are occurring today, what factors can be prevented, and the preventative measures that can help reduce future life changing crashes.

POPULATION GROWTH

Rifle is a rural city in Garfield County, CO. The City is known for its numerous outdoor recreation opportunities, proximity to numerous access points to public land, and rich western history. Rifle is also known for its proximity to the world-class ski destinations of Aspen and Snowmass that significantly contribute to the workforce of two of those locales.

Project Understanding



Rifle has a 2020 census population of 14,486 that encompasses 7.2 square miles. For Garfield County, the 2020 population was 61,685 persons. Compared to the 2040 projected population of 71,273 persons, we can expect a 1.5 percent overall county growth rate year to year. The City of Rifle is also home to a significant population of Hispanic and Latino residents who make up 30.5 percent of the population. Additionally, the County's overall Hispanic population is slightly higher at 29.3 percent due to the City's growth over the past 10 to 12 years in both population and attractions. Rifle has seen an accelerated need for city infrastructure and transportation safety improvements to match the current and projected growth for residents and visitors alike.

DEMOGRAPHICS

According to the United States Department of Transportation (USDOT) Equitable Transportation Community (ETC) Explorer, portions of the City of Rifle are designated as underserved. According to the ETC, the average of the City's three Census tracts indicates approximately 86 percent of the City's population experiences transportation insecurity based heavily on transportation inaccessibility (average of 89 percent) followed by traffic safety (average of 64 percent). Additionally, portions of Garfield County also include underserved census tracts, as does neighboring Eagle County to the immediate east of Garfield County.

SAFETY AND MOBILITY

The Rifle transportation system is projected to see increasing strain on road facility capacity and related safety risks as local population, daily commutes, and tourism continues to rise. KLJ recently completed the Rifle Gateway Study that included in-depth reviews, analysis of traffic capacity and Level of Service (LOS), and safety and crash data. KLJ is aware that fatalities and serious injuries are less frequent within the City. The study determined improvements were needed at the intersections of Highway 13, Railroad Avenue, US 6, and Whiteriver Avenue. Several options were evaluated, including a roundabout and signal improvements. Ultimately, the recommended solution was a signal improvement project that was determined to be vehicularly functional, facilitated increased multi-modal mobility, and was cost-effective. The traffic and roadways that were evaluated were at the gateway to north Rifle and set the stage for a more significant system-wide transportation safety and capacity analysis.



KLJ recently completed preliminary concepts and grant funding requests for Town of Silt, CO, for a pedestrian overpass of I-70.

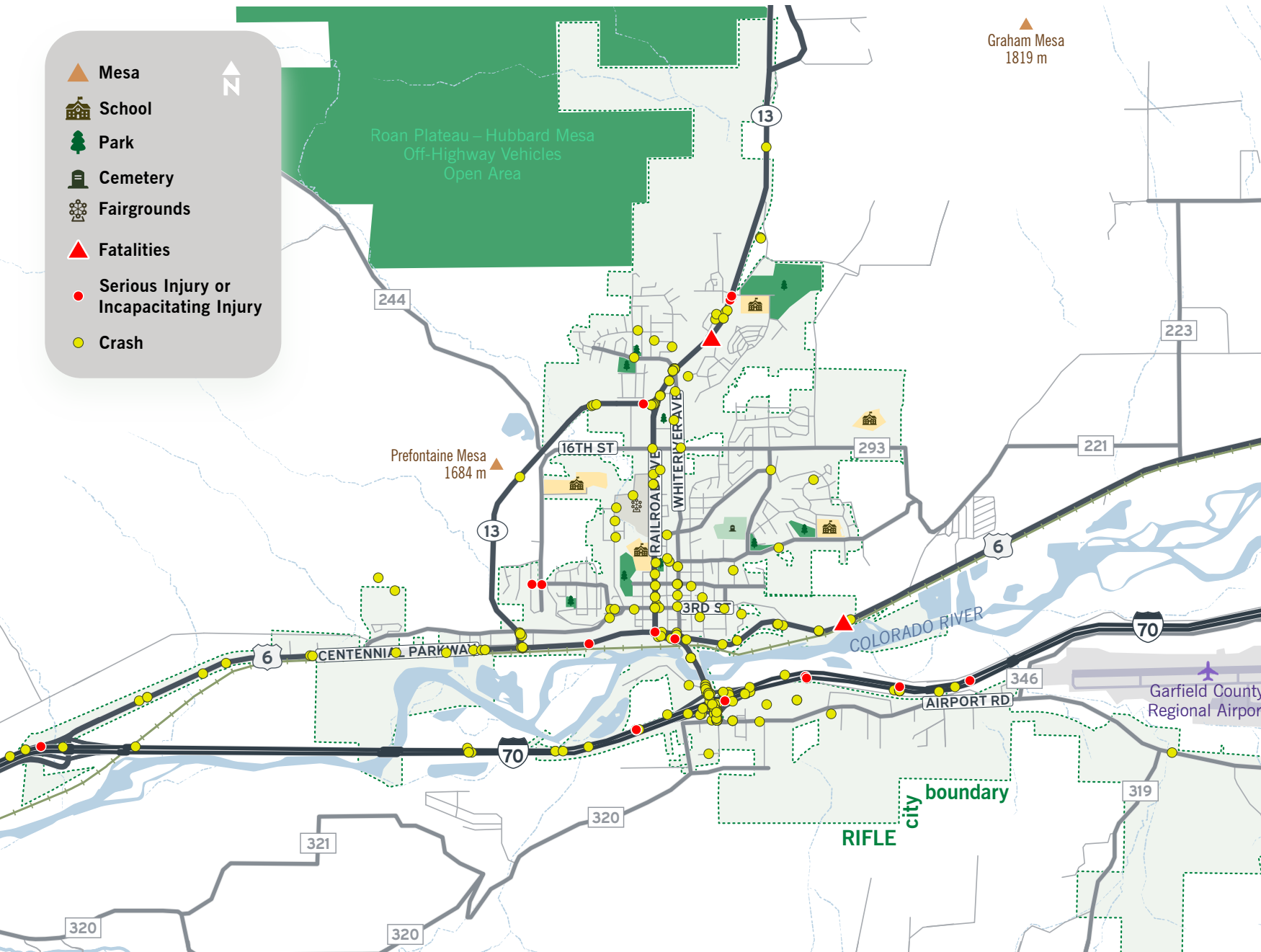
Integrating and Updating Current Plans

Within the SS4A study components, KLJ's approach will not only evaluate existing system-wide transportation safety conditions, but also bring an area-wide transportation planning approach to the study. KLJ's proposed scope will also analyze and project future traffic conditions as it relates to projected future growth. Think of KLJ's approach as satisfying the SS4A study components with the value-add of an area-wide transportation plan.

KLJ's approach to the Rifle Safety Action Plan will integrate and update key elements of the following recent planning studies to create a comprehensive transportation safety action plan for the City of Rifle:

- » 2019 Rifle Comprehensive Plan
- » 2013 Downtown Strategic Plan
- » 2013 Bike Master Plan
- » Public Works Manual (Drawings 3 – Streets)
- » Streets Capital Maintenance Plan

Project Understanding



Address prevalence of speed-related crashes on I-70, US 6, and Highway 13

Integrate area-wide transportation planning needs

Update and coordinate safety concepts for improved downtown mobility

Coordinate improvements with the four school facilities

Refresh overall bicycle master plan network and open space connectivity

Update Public Works Standards for Streets

Coordinate transportation safety improvements with the Streets Capital Maintenance Plan

Task 1 – Project Management (RFP Task 10)

Wade Kline has established a proven track record of effective project management. As Project Manager, he will ensure project documentation for meetings and decision-making, provide project schedule and budget monitoring, and sharing of project information with the City. Project Management and oversight of schedule, deliverables, and budget will run the length of the project. Key elements of project management include:

- » **Monthly Project Management Team (PMT) meetings with key City of Rifle staff** – This includes the preparation of meeting agendas, minutes, and any other supplemental meeting information, etc.
- » **Monthly invoicing and progress reporting** – Monthly invoicing will provide information to substantiate level of effort and cost. This includes detailed documentation of individual project team members and their respective time on tasks and descriptions of work performed.
- » **Quality control and reviews of interim, draft, and final deliverables.**

Task 2 – Data Collection and Existing/Base Conditions Analysis (RFP Task 2)

Task 2 represents the bulk of data collection and analysis. Transportation planning lead, Ian Butler-Severson, with support from GIS lead, Duane Kaul, will expand on KLJ's current City of Rifle database which includes previous studies, planning documents, and GIS data. Key elements include the following:

Data and Document Collection and Review/Compile GIS Transportation System Database – KLJ will request and gather all pertinent project data and planning documents from the City, County, State, and other relevant stakeholder agencies. KLJ will compile a GIS database of the existing transportation network (all modes) and develop a transportation system profile of the existing transportation network and related features which will include:

- » **Existing Jurisdiction and Functional Class of Study Area Roadways**
- » **Summary of Existing Traffic Data** – Existing Traffic data will be collected (desktop) from the following sources and their respective currently available data sets and traffic planning documentation: Streetlight Data, CDOT, Garfield County, and the City of Rifle.
- » **Pavement Conditions are available and will be provided by the City of Rifle**

» Five Year Crash Data Analysis/Summary of High-Crash Locations, Contributing Factors, and Crash Types

- » Crash Data will be collected from the CDOT Safety webpage located at: <https://www.codot.gov/safety/traffic-safety/data-analysis/crash-data>

» Summary of Existing/Available Freight, Truck, Rail, and Air Systems for the Study Area

» **Summary of Bicycle and Pedestrian Systems in the Study Area** – Bicycle and pedestrian facilities will be inventoried from existing planning documents (desktop) as well as existing available GIS data sets available from local, county, and state agencies. Gaps in current facility data will be collected via desktop and anecdotal information from City of Rifle staff and added manually to a bicycle and pedestrian geodatabase.

» **Summary of Bridges, Culverts, and Current Sufficiency Ratings** – Data to be collected from the National Bridge Inventory (NBI) database, and local, county, and state agency data sources.

Prepare Consistency and Relevancy Report/Transportation Safety Policy and Process Analysis – Ian Butler-Severson will review and summarize existing City of Rifle planning documents into a short consistency and relevancy report and related maps. This includes a review of policies, plans, and standards to identify opportunities to improve transportation safety and examination of deficiencies to provide recommendations related to systematic and specific transportation SS4A safety policies.

Equity Analysis – Jamie Olson and Ian Butler-Severson will complete a comprehensive equity analysis that will utilize USDOT Justice 40 data sets, the ETC Explorer, and environmental justice data sets. The team will analyze any areas/neighborhoods of Rifle that may be considered “underserved” as defined in the Office of Management and Budget's Interim Guidance for the Justice40 Initiative and the Historically Disadvantaged Community designation, which includes the identified US Census tracts within the study area(s).

Safety Analysis – Joe Devore and Emma Myers-Verhage will conduct a system-wide safety analysis to include updates of any new system-wide crash data (2018 to most current month of 2023 available data) to establish a baseline level of fatalities and serious injuries and process the data to assess patterns within locations, crash types and contributing factors, and any key demographic groups impacted by crashes. The analysis will include development of an understanding of specific safety needs such as high-risk features, needs of relevant road users, demographics of users, and other environmental influences on safety. All findings will be mapped for visualization.

Project Approach/Work Plan



Traffic Forecasting – KLJ will develop existing and forecasted travel demand to support the planning process.

» **StreetLight Data/Origin-Destination Analysis** – KLJ will purchase StreetLight data for the study area to validate existing conditions and quantify existing traffic volumes to calibrate existing counts to 2023 conditions. KLJ will also evaluate origin-destination (O/D) patterns to analyze existing and projected travel conditions of existing block groups. StreetLight data will provide the existing directional distributions of future development and distribute trips through the network based on existing O/D pairings. KLJ will use a cooperatively developed growth forecast to grow existing base year volumes to a future planning horizon.

Existing Conditions Report – The first deliverable is the Existing Conditions Report, which compiles all analysis completed in Task 2. The Existing Conditions Report will provide a concise and visually appealing summary of existing traffic and safety conditions and identify transportation safety improvement opportunities within the study area.

Task 3 – Public/Community Engagement (RFP Tasks 1, 5, 6, 7, and 8)

Task 3 will include several elements to support community and stakeholder engagement in the planning process. Jamie Olson, Public Engagement Lead, will develop a robust Public Involvement Plan (PIP). KLJ assumes our staff will be on site for all Task 3 meetings which include: up to six committee meetings, two public input meetings, and the final Council work session.

Develop Public Engagement Plan – Jamie Olson will prepare a public engagement plan that includes project branding, key messages, public engagement goals, activities, deliverables, and deadlines for the KLJ team and City of Rifle to utilize throughout the project. The plan will include the development of a broad set of stakeholder groups.

Project Website/Social Media – Jamie Olson will build a project-specific website, with a customized URL, to support the development of the Plan. An opportunity for virtual engagement, via survey tools such as Social Pinpoint, will be incorporated to solicit public input. This tool also creates a platform for the public to offer input in the case a resident is unable to attend in-person public input meetings. The website will be updated throughout the project and will serve as a portal for project materials, videos, and any potential surveys/interactive maps. Additionally, we will strategically utilize social media by developing graphics and content for use on the City's social media channels for each phase of public engagement. This will include content for targeted paid ads on Facebook.

Project Steering/Community Advisory Committee – Jamie Olson will work with the City to identify a broad set of stakeholders to provide input during the planning process and assist in moving forward with implementation. Our team will coordinate and facilitate up

to six meetings of the Comprehensive Transportation Action Plan Steering Committee in cooperation with staff from the City of Rifle. Included in these six meetings will be a Kick-off meeting at the project's onset. Meetings are envisioned to occur throughout the process to assist with ensuring planning activities meet SS4A guidance and to ensure there is focused leadership and commitment to the goal of zero roadway fatalities and serious injuries. Our team will work with the City of Rifle to determine appropriate membership to the steering committee as well as specific content for these meetings.



KLJ utilizes interactive and hands-on exercises to give the community opportunities to provide constructive input on the community needs and opportunities.

Public Input Meetings – Our team will coordinate and facilitate (on-site) two phases of public input meetings for the project with each phase being discussed and coordinated with the City of Rifle. KLJ's staff will attend all public meetings to ensure Rifle's consulting team has local representation and perspective. Each phase includes an extensive online outreach effort through social and digital media coordinated directly with the City of Rifle. Specific details for public input meetings will be outlined in the Public Engagement Plan which will be developed at the project onset.

- » **Phase 1** – Listening Sessions will be used to collect feedback on transportation and mobility needs, values, issues, and opportunities. These will consist of a series of interactive meetings and community engagement activities.
- » **Phase 2** – An Open House/drop-in session will be used to share and obtain feedback on draft alternatives and solutions. For residents unable to attend public input meetings, the project website and tool kits/survey will serve as a means of soliciting public input regarding improvements to transportation safety, mobility, etc.

Project Approach/Work Plan



City Council Work Session – Once a draft set of transportation safety recommendations have been developed, prior to releasing the full draft Plan, Wade Kline will facilitate a work session with City Council to discuss key project findings and related recommendations. This will assist in ensuring consent from city leadership prior to seeking public input on the draft plan.



KLJ finds creative and innovative methods to engage residents off all ages in the transportation planning process.

Task 4 – Safety Action Plan/Project Alternatives Development (RFP Task 3 and 4)

Task 4, led by Joe Devore and Ian Butler-Severson, will consist of an Alternatives Identification process based on the Existing Conditions Analysis (Equity, Safety, and Policy). Evaluation criteria, incorporating data driven GIS analysis, will be applied to identified project candidates. Deliverables will include a Draft and Final Alternatives Analysis. Task 4 will also be supported by Ryan Sundberg, PE and Rebecca Atkins, PE, who lead the development of a range of safety and mobility-focused project concepts. Task 4 will consist of an action plan identification/project development process. Inputs will be based on the Existing Conditions Analysis completed in Task 2 and public input collected in Task 3. KLJ will use a two-step process:

» **Step 1: Area-Wide Analysis** – The first step in the alternatives analysis involves identification of a series of area-wide issues and needs. Step 1 involves the collection of individual projects representing a system of identified concerns reflecting area-wide system needs and deficiencies. We will evaluate the cost-effectiveness of a series of system connectivity and corridor-level transportation options and alternatives and will use travel/safety forecasting methods and planning level cost estimates to understand project benefits and possible outcomes.

» **Step 2: Corridor Level Analysis** – Step 2 includes evaluating corridor-level/high-risk location-specific needs based on outputs of Step 1. Step 2 evaluates future transportation investment needs along a series of critical major corridors. Corridor-level analysis drives development of a list of needed improvements to achieve improved safety, mobility, traffic operations, and “right-sizing” of facility capacity for major vehicular and non-motorized transportation corridors.

Deliverables will include the development of a comprehensive list of projects, policies, and strategies to address identified needs within the study area. These will be location-specific and systemic safety solutions to address safety concerns identified through the evaluation of data, public engagement feedback, best practices, and equity considerations. The list of projects will include already identified projects.

Task 5 – Project Prioritization (RFP Task 4)

In Task 5, the team will use two primary inputs to evaluate and prioritize the comprehensive list of projects and strategies developed in Task 4. The evaluation criteria developed to assist with screening, prioritizing, and ranking projects will be derived from the series of existing/baseline conditions data sets developed in Task 2 in tandem with the Vision, Goals, and Objectives inputs generated from Phase 1 of the public engagement process (Task 3). Priority considerations will also consider the availability of funding and partnership resources necessary to accomplish the identified project.

Vision, Goals, and Objectives – Following completion of Task 2 and Phase 1 of the public engagement process, KLJ will work with the City of Rifle to develop the vision, goals, and objectives for the SS4A plan. These are an outgrowth of current goals, objectives, and policies, and a reflection of public and stakeholder input gathered in the current planning process.

Technical Screening – Each project, program, or policy will be vetted against system-wide safety and equity considerations, planning level benefit cost analysis (BCA), ability to address either existing or projected system deficiencies and/or gaps, availability and timing of funding opportunities, and each project’s overall programming feasibility.

Project Approach/Work Plan



Task 6 – Performance Monitoring/Tracking (RFP Task 4)

KLJ will provide a system-wide dashboard that can be updated annually by the City of Rifle to track progress on plan implementation. The dashboard provides the means to ensure ongoing transparency with residents and other stakeholders on progress towards implementation of the plan. This starts by linking performance targets established in Task 5 to Existing Conditions established in Task 2. Performance monitoring links measurable goals and objectives to improving safety and mobility while reducing/eliminating fatalities and serious injuries, reducing congestion, and improving multi-modal capacity and LOS.

Task 7 – Report Development (RFP Task 9)

KLJ will develop an actionable Draft and Final Comprehensive Transportation Safety Action Plan. As a part of final deliverables, KLJ will provide recommendations and/or revisions to, or development of, new policies, plans, or standards appropriate to the plan and each unique safety and infrastructure improvement project resulting from the study. The draft and final report will include an anticipated plan for funding/implementation to support report recommendations. KLJ adheres to a one document approach that integrates and consolidates previous deliverables into the draft and final report format.

SS4A STUDY COMPONENTS	Task 1 - Project Management	Task 2 - Data Collection and Existing/Base Conditions Analysis	Task 3 - Public/Community Engagement	Task 4 - Safety Action Plan / Project Alternatives Development	Task 5 - Project Prioritization	Task 6 - Performance Monitoring/Tracking	Task 7 - Report Development
Leadership Commitment and Goal Setting	●					●	
Planning Structure			●			●	
Safety Analysis		●					
Engagement and Collaboration			●				
Equity Considerations		●					●
Policy and Process Changes		●			●		
Progress and Transparency						●	●
RFP Tasks	10	2	1, 5, 6, 7, 8	3, 4	4	4	9

Schedule

Task Code	Description	2024							2025		Deliverables - Provided in .docx and .pdf for reports and PDFs for Concepts, Figures, and Results.
		Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	
1	Project Management										» Monthly Project Manager Meetings: Coordinate, Agendas, and Minutes. » Schedule: Task and Duration Updates Monthly. » Administration: Monthly Invoices/Progress and Coordination.
2	Existing Conditions Analysis										» Collect and Analyze Study Area Data. » Integrate Equity Review into Existing Conditions. » Produce Corridor Summary Graphics. » Perform Multimodal Route Evaluation Identifying Multimodal Hotspots. » Existing Conditions Chapter: Draft and Final.
3	Public/Community Engagement		 				 	 			» Two Rounds of Public Input Meetings, Including Both In-Person and Virtual/Online Options. » Two In-person Public Pop-up Open Houses (Dec/May). » Online Input Surveys and Public Comment Periods. » Six Community Advisor Meetings. » Public Input Summary Chapter.
4	Alternative Development/Evaluation Criteria		 								» Alternatives Identification Based on Existing Conditions Analysis. » Evaluation Criteria Applied to Project Candidates. » Alternatives Analysis Draft and Final.
5	Project Prioritization										» Develop and Prioritize Location Specific and Systemic Safety Solutions and Equity Considerations. » Develop Community Supported Countermeasures List. » Calculate Benefit-Cost Ratios for Implementation Plan List. » Develop Implementation Funding Plan. » Programs, Projects, Strategies, and Measures Chapter: Draft and Final.
6	Performance Monitoring/Tracking										» Develop Crash Monitoring and Measuring Criteria. » Develop Transportation Goals and Objectives. » Develop Performance Based Mobility Indicators.
7	Recommendations/Safety Action Plan Report										» Draft and Final Safety Action Plan Report. » City Council Final Presentations for Motions of Support.

Project Steering Committee Meeting

Public Pop-up Open House

City Council Work Sessions

Survey

Deliverable (Draft/Final)

City Review

Check-in Call

References



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TASK CODE	DESCRIPTION	Kline, Wade E	Butler-Severson, Ian	Kaul, Duane W	Sundberg, Ryan R	Atkins, Rebecca	Devore, Joe	Freier, Benjamin	Myers-Verhage, Emma	Olson, Jamie	Cornett, Stacie N	Wilcox, Blake	DIRECT LABOR SUBTOTAL	DIRECT EXPENSE	TASK TOTAL
1	Project Management	\$204.00	\$163.20	\$129.20	\$193.80	\$221.00	\$204.00	\$146.20	\$125.80	\$136.00	\$102.00	\$132.60			
		48	32										\$15,014.40		\$15,014.40
		48	32										\$15,014.40	\$0.00	\$15,014.40
2	Existing Conditions	\$204.00	\$163.20	\$129.20	\$193.80	\$221.00	\$204.00	\$146.20	\$125.80	\$136.00	\$102.00	\$132.60			
2.1	Data Collection / StreetLight Data			12				8					\$2,720.00	\$10,000.00	\$12,720.00
2.2	Equity Analysis		8	8						8			\$3,427.20		\$3,427.20
2.3	Safety Analysis			8			8	4	64				\$11,301.60		\$11,301.60
2.4	Travel Forecasting			8			8	64	8				\$13,028.80		\$13,028.80
2.5	Existing Conditions Report	4	32								24		\$8,486.40		\$8,486.40
		4	40	36			16	76	72	8	24		\$38,964.00	\$10,000.00	\$48,964.00
3	Public/Community Engagement	\$204.00	\$163.20	\$129.20	\$193.80	\$221.00	\$204.00	\$146.20	\$125.80	\$136.00	\$102.00	\$132.60			
3.1	Public Engagement Plan			8						8	4		\$2,529.60	\$4,500.00	\$7,029.60
3.2	Project Website / Social Media									32	8		\$5,168.00		\$5,168.00
3.3	Project Steering Committee	8	34							8	4		\$8,676.80		\$8,676.80
3.4	Public Input Meetings	4	40			8				24	8		\$13,192.00		\$13,192.00
3.5	Town Council Work Session	2								2	4		\$1,088.00		\$1,088.00
		14	74	8		8				74	28		\$30,654.40	\$4,500.00	\$35,154.40
4	Alternatives Development	\$204.00	\$163.20	\$129.20	\$193.80	\$221.00	\$204.00	\$146.20	\$125.80	\$136.00	\$102.00	\$132.60			
4.1	Area Wide Analysis	16	16	8			8	8					\$9,710.40		\$9,710.40
4.2	Corridor Level Analysis	2	16	4	8	12	8	20					\$12,294.40		\$12,294.40
		18	32	12	8	12	16	28					\$22,004.80	\$0.00	\$22,004.80
5	Project Prioritization	\$204.00	\$163.20	\$129.20	\$193.80	\$221.00	\$204.00	\$146.20	\$125.80	\$136.00	\$102.00	\$132.60			
5.1	Vision, Goals, Objectives		8	4									\$1,822.40		\$1,822.40
5.2	Technical Screening	2	8	4	2	2	4					4	\$4,406.40		\$4,406.40
		2	16	8	2	2	4					4	\$6,228.80	\$0.00	\$6,228.80
6	Performance Monitoring	\$204.00	\$163.20	\$129.20	\$193.80	\$221.00	\$204.00	\$146.20	\$125.80	\$136.00	\$102.00	\$132.60			
		8	36				1		16				\$9,724.00		\$9,724.00
		8	36				1		16				\$9,724.00	\$0.00	\$9,724.00
7	Report Development	\$204.00	\$163.20	\$129.20	\$193.80	\$221.00	\$204.00	\$146.20	\$125.80	\$136.00	\$102.00	\$132.60			
		4	8	16			8				40		\$9,900.80		\$9,900.80
		4	8	16			8				40		\$9,900.80	\$0.00	\$9,900.80
TOTAL HOURS		98	238	80	10	22	45	104	88	82	92	4	863		
TOTAL DOLLARS													\$132,491.20	\$14,500.00	\$146,991.20



Appendix A: Similar Project Experience

Similar Project Experience



✓ KALISPELL AREA TRANSPORTATION PLAN | KALISPELL, MT

KLJ worked with the City of Kalispell and the Montana Department of Transportation (MDT) on the development of the Kalispell Urban Area Transportation Plan. Titled “Move 2040”, the plan is a 20-year transportation plan to support needed infrastructure to address rapid growth in the Flathead Valley. KLJ completed the existing conditions, early public engagement, and needs identification phases. Move 2040 prioritized a list of safety-focused projects to improve multimodal mobility.

✓ WHITEFISH LONG RANGE TRANSPORTATION PLAN | WHITEFISH, MT

The City of Whitefish hired KLJ to provide updates to their existing transportation plan, which was last updated in 2010. KLJ reviewed numerous existing plans and initiatives developed to address a range of transportation, land use, and sustainability issues within the Whitefish community. It was evident that transportation demands placed on the community outpaced existing and projected capacity. KLJ focused on developing a safety-orientated emphasis on several high-traffic corridors that served the Whitefish community. Other factors of consideration included multimodal opportunities and active transportation gaps to assure the Whitefish 2040 Transportation Plan addressed the needs of all users. The final plan outlines short-range (one to five years), mid-range (six to 10 years), and long-range (11 to 20 years) plans for the community to prioritize.

✓ COLUMBIA FALLS TRANSPORTATION PLAN | COLUMBIA FALLS, MT

The Columbia Falls Urban Area Transportation Plan was designed to guide transportation planning activities by setting forth direction and strategies to help shape the City's and region's transportation network through the year 2040. It considers all modes of transportation, including driving, walking, bicycling, transit, rail, and air to create a consolidated vision for the future. The Area Transportation Plan was developed through a collaborative approach involving stakeholders, agency partners, and community members, and maps the development of the transportation system using the community's goals and priorities as a foundation. The Columbia Falls Urban Area Transportation Plan represents a collaborative effort to refine the vision of the region's transportation network and identify a coordinated set of multimodal projects to achieve this future.

✓ DELL RAPIDS BIKE/PEDESTRIAN SAFETY STUDY | DELL RAPIDS, SD

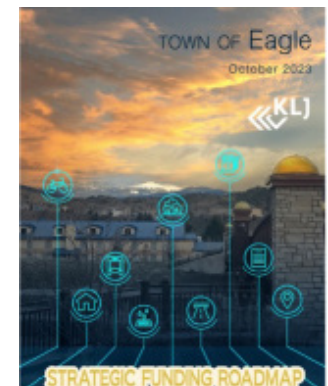
KLJ led existing conditions and public engagement efforts to respond to public concerns regarding bicyclist and pedestrian safety concerns after an unfortunate tragedy occurred. The safety study examined historical crash data throughout the city and reviewed concerns brought forth from public input. The analysis revealed several locations throughout the city where specific improvements could bring on potential safety improvements. The study also provided a low-level BCA for general improvements that could be implemented throughout the city to help promote safe walkability and bikeability.

✓ BISMARCK-MANDAN ARRIVE 2045 TRANSPORTATION PLAN | BISMARCK-MANDAN, ND

KLJ completed development of the LRTP (Arrive 2045) for the Bismarck-Mandan Metropolitan area. Through both technical analysis and community workshops, KLJ has worked to arrive at and evaluate a range of larger regional visions to address desired regional mobility. Through a detailed alternatives evaluation process, Arrive 2045 is a fiscally constrained set of transportation improvements for the Bismarck-Mandan Metropolitan area. The financial plan for Arrive 2045 is developed in harmony with the North Dakota Department of Transportation (NDDOT) to ensure linkages between both statewide transportation needs and investment priorities in the Bismarck-Mandan Area. Arrive 2045 has been developed through an interactive and community engaged planning process.

✓ TOWN OF EAGLE STRATEGIC FUNDING PLAN | EAGLE, CO

KLJ completed a detailed Strategic Plan for the Town of Eagle, CO. The planning process involved facilitating a series of department level leadership meetings to move towards more consolidated set of funding priorities for the Town. Approved in October 2023, the Strategic Plan presents a interdisciplinary priority list of funding priorities for the Town of Eagle.



Similar Project Experience



✓ 1ST STREET (MAIN STREET) COMPLETE STREETS DEVELOPMENT PLAN | PARACHUTE, CO

KLJ is performing a complete streets development plan to reconstruct 1st Street (Main Street) in Parachute to facilitate access to businesses and promote pedestrian travel by creating an inviting environment that is welcoming to residents and non-residents. 1st Street is a highly visible and utilized street that is core to the downtown business district. KLJ is developing an economical and user-friendly multi-modal streetscape for a complete streets project. The Phase I concept development project includes community engagement, right-of-way (ROW) verification, planning for both current and future traffic and pedestrian needs, traffic circulation (especially on the east end near the CDOT rest stop), and working with businesses to ensure adequate parking. A road diet is being considered in the alternatives analysis to reduce the asphalt width, improved pedestrian facilities, landscaping, street art, and functional parking. The plan includes bulb-outs, cross walks, ramps, and drainage improvements. Street lighting, signage, and decorative amenities will be included.

✓ GATEWAY ENTRANCE INTERSECTION IMPROVEMENTS | RIFLE, CO

KLJ provided preliminary planning and alternatives development for intersection improvements at Whiteriver, 1st Street, Highway 6, and Highway 13 as the gateway to the City of Rifle and the downtown district. In conjunction with CDOT, the City of Rifle was considering a roundabout or traffic signal configuration for the convoluted intersection. KLJ performed an in-depth traffic analysis to determine future corridor traffic growth, turn movements, and pedestrian mobility needs for the multi-leg intersection. Alternatives developed included two roundabout options, a continuous green t signal, and a standard traffic signal configuration. These alternatives were then utilized to perform future traffic modeling with Vissim, identifying any concerns with future growth. Challenges included steep grades and elevation differentials, traffic impacts and intersection design, drainage and water quality, relocation of existing utilities, minimizing ROW impacts, relocation of a CDOT park-n-ride facility, and maintenance of traffic (MOT) during construction. KLJ provided project management, intersection design, traffic modeling, lighting, and public involvement.

✓ 26 1/2 ROAD/TRANSPORTATION CAPACITY IMPROVEMENTS | GRAND JUNCTION, CO

KLJ is reconstructing four roadway segments within Grand Junction to provide complete street sections that accommodate multimodal transportation. KLJ is currently designing the reconstruction of major collectors 26½ Road (0.75 miles) and F ½ Road (0.80 miles). KLJ is also providing traffic analysis for 26 1/2 Road. The reconstructions include conversion from two-lane to three-lane with a two way left turn lane, the addition of bike lanes, and pedestrian sidewalks. These multimodal facilities were critical to maximizing future multimodal safety.

Challenges include limited ROW in several areas; significant utility, fences, landscaping, and structures within the corridors; grading and positive drainage throughout, including several irrigation ditches; and addition of new impervious surfaces that will require additional permanent stormwater quality features, which is challenging given the space limitations.

✓ TOWN OF GYPSUM STRATEGIC PLANNING/ON CALL GRANT WRITING SERVICES | GYPSUM, CO

KLJ is currently providing strategic planning and grant writing services to the Town of Gypsum, CO. Through this project, which started in 2023, KLJ provides a range of services from transportation planning to grant writing. KLJ has assisting the Town of Gypsum with a Strategic Funding Plan to assist in prioritizing a range of funding needs across the Town. KLJ is currently assisting the town restart the planning and preliminary design process for an I-70 Interchange. KLJ has assisted and led a series of grants for the Town of Gypsum. KLJ is current assisting the Town on a comprehensive scoping process for a SS4A project to address major mobility needs, including investments along Highway 6.

✓ PINE GROVE ROAD RECONSTRUCTION | STEAMBOAT SPRINGS, CO

KLJ is designing multimodal improvements and reconstruction of Pine Grove Road from US 40 to Mt. Werner Road in Steamboat Springs. Pine Grove Road is one of the city's primary commercial corridors for residents and visitors to the area. The road sees significant traffic volumes with high turning movements at many access points during peak hours. The road also serves as a connecting route to some of the cities busiest transit stops. As traffic volumes grow and transit, bike, and pedestrian activity increases, the improvements are needed to improve the safety for all modes. The project entails reconstruction of the roadway, sidewalk extensions, pedestrian crossings, multimodal improvements for transit/ bike/pedestrians, and stormwater improvements. The project is being designed and constructed over two construction seasons with a Phase I and Phase II approach.

✓ TOWN OF TELLURIDE ON CALL GRANT WRITING SERVICES | TELLURIDE, CO

KLJ is currently providing strategic planning and grant writing services to the Town of Telluride, CO. Through this project, which started in 2024, KLJ provides a range of grant writing and technical support services. KLJ has assisted the Town of Telluride complete a diagnostic review of current planning and programming documents to align project needs with various state and Federal funding programs. KLJ advises the Town on potential funding pursuits and assists in developing project messaging and positioning. KLJ is current assisting the Town and area stakeholders on a comprehensive scoping process for a SS4A project.



Appendix B: Resumes



Wade Kline, PTP

PROJECT MANAGER

Wade has 24 years of transportation planning experience. Over the past nine years, Wade has served as a private sector consultant, developing a variety of transportation planning and programming documents for a range of public sector client types, including cities, counties, and MPO. As the former Director at the Fargo-Moorhead Metropolitan Council of Governments (Metro COG) Wade excels at developing a range of long-range policy, planning, and programming tools. Wade's reputation as a consensus builder will be instrumental in the development and completion of agreed-to vision, strategy, and implementation plan for the Action Plan.

PROJECT MANAGER | TOWN OF EAGLE STRATEGIC PLANNING/SS4A | EAGLE, CO

Wade is currently providing strategic planning and grant writing services to the Town of Eagle, CO. Through this project, which started in 2023, KLJ provides a range of services from transportation planning to grant writing. Wade developed a Strategic Funding Plan to assist in prioritizing a range of funding needs across the Town. KLJ is currently assisting the town seeking Federal discretionary funding for Highway 6/Grand Avenue Corridor, which was recently devolved from CDOT to the Town. KLJ has assisted and led a series of grants for the Highway 6/Grand Avenue. Wade is currently serving as project manager for a SS4A project to address major mobility needs, including investments along Highway 6.

PROJECT MANAGER | TOWN OF GYPSUM STRATEGIC PLANNING/ON CALL GRANT WRITING SERVICES | GYPSUM, CO

Wade is currently providing strategic planning and grant writing services to the Town of Gypsum, CO. Through this project, which started in 2023, KLJ provides a range of services from transportation planning to grant writing. KLJ has assisted the Town of Gypsum with a Strategic Funding Plan to assist in prioritizing a range of funding needs across the Town. KLJ is currently assisting the town restart the planning and preliminary design process for an I-70 Interchange. KLJ has assisted and led a series of grants for the Town of Gypsum. KLJ is current assisting the Town on a comprehensive scoping process for a SS4A project to address major mobility needs, including investments along Highway 6.

PROJECT MANAGER | TOWN OF TELLURIDE ON CALL GRANT WRITING SERVICES | TELLURIDE, CO

Wade is currently providing strategic planning and grant writing services to the Town of Telluride, CO. Through this project, which started in 2024, KLJ provides a range of grant writing and technical support services. KLJ has assisted the Town of Telluride complete a diagnostic review of current planning and programming documents to align project needs with various state and Federal funding programs. KLJ advises the Town on potential funding pursuits and assists in developing project messaging and positioning. KLJ is current assisting the Town and area stakeholders on a comprehensive scoping process for a SS4A project.

PROJECT MANAGER/PUBLIC ENGAGEMENT | KALISPELL MOVE 2040 URBAN AREA TRANSPORTATION PLAN

KLJ developed an update to the Kalispell Urban Area Transportation Plan, Move 2040. The plan update is a 20-year transportation plan to support needed infrastructure to address rapid growth in the Flathead Valley. The planning process responds to dramatically changing conditions, including the mobility changes brought about through the recently completed Kalispell Bypass. The planning process looked at a range of system alternatives aimed at improving regional mobility. Move 2040 contains a comprehensive active transportation element, and integration of a long-range corridor level set of improvements to support both bicycle and pedestrian improvements across the project study area. Move 2040 was developed in coordination with the City of Kalispell, Flathead County, and MDT. KLJ orchestrated a two phased public engagement campaign which including project branding, an online and social media campaign, interactive web mapping tools and traditional in person workshops and open houses.

PROJECT MANAGER/PUBLIC ENGAGEMENT | WHITEFISH TRANSPORTATION PLAN, WHITEFISH, MT

KLJ completed an update to Whitefish's 2009 Transportation Plan. A major focus of the study looked at opportunities to improve local transportation connectivity to improve overall mobility within and through Whitefish. Emphasis was given to developing a more detailed corridor level strategy to manage access along Highway 93 north of MT 40. The plan includes a strategy to build out a series of critical north-south and east-west connections along Highway 93 South to facilitate improved mobility and safety through better access control along the corridor. The plan was developed in coordination with the City of Whitefish, Flathead County, and MDT. KLJ was adopted in October of 2022.

YEARS OF EXPERIENCE

24 years

REGISTRATION

Professional
Transportation Planner
(PTP)

EDUCATION

BA Urban Planning – St.
Cloud State University





Marc Kenney, PE, CFM

CLIENT MANAGER

Marc is a licensed civil professional engineer in Colorado, Wyoming, Utah, New Mexico, and North Dakota with 25 years of private and public work experience in hydrology, hydraulics, transportation, and environmental engineering. His focus over the past 15 years has been projects located in the western United States and he has been a part of several successful infrastructure projects involving detailed drainage, hydrology, and hydraulic design.

CLIENT MANAGER | PINE GROVE ROAD RECONSTRUCTION | STEAMBOAT SPRINGS, CO

KLJ is designing multimodal improvements and reconstruction of Pine Grove Road from US 40 to Mt. Werner Road in Steamboat Springs. Pine Grove Road is one of the city's primary commercial corridors for residents and visitors to the area. The road sees significant traffic volumes with high turning movements at many access points during peak hours. The project entails reconstruction of the roadway, sidewalk extensions, pedestrian crossings, multimodal improvements for transit/bike/pedestrian, stormwater improvements, property acquisition, and public engagement. The project is being designed and constructed over two construction seasons with a Phase I and Phase II approach.

PROJECT MANAGER | 1ST STREET DOWNTOWN DEVELOPMENT PLAN | PARACHUTE, CO

KLJ is performing a complete streets development plan to reconstruct 1st Street (Main Street) in Parachute to facilitate access to businesses and promote pedestrian travel by creating an inviting environment that is welcoming to residents and non-residents. 1st Street is a highly visible and utilized street that is core to the downtown business district. KLJ is developing an economical and user-friendly multimodal streetscape for a complete streets project. The Phase I concept development project includes community engagement, ROW verification, planning for both current and future traffic and pedestrian needs, traffic circulation (especially on the east end near the CDOT rest stop), and working with businesses to ensure adequate parking. A road diet is being considered in the alternatives analysis to reduce the asphalt width, improved pedestrian facilities, landscaping, street art, and functional parking. The plan includes bulb-outs, cross walks, ramps, and drainage improvements. Street lighting, signage, and decorative amenities will be included.

CLIENT MANAGER/PROJECT PRINCIPAL | TRANSPORTATION CAPACITY IMPROVEMENTS | GRAND JUNCTION, CO

KLJ teamed with Horrocks Engineers to provide services for their transportation capacity improvement project of four road sections to increase capacity, safety, and function. Services included roadway design, drainage design, traffic engineering, lighting and signalization, and utility coordination. The project will bring in approximately \$1.5 million in design fees.

QA/QC/CLIENT MANAGER | RIVERFRONT TRAIL CONNECTION ALTERNATIVES ANALYSIS | MESA COUNTY, CO

The Riverfront Trail is one of the Grand Valley's most beloved recreation amenities and serves as link between Grand Valley communities. This project includes an alternative analysis to determine the ultimate route from its terminus at 33 ½ and D ½ Roads to 36 ¼ Road and the Town of Palisade, connecting Clifton to Palisade. KLJ will work with the County and stakeholders to determine alignment options then create a decision matrix to rank options. KLJ will provide project management, base map preparation, community and stakeholder involvement, and final alternative options.

CLIENT MANAGER AND PROJECT MANAGER | TOWN OF COLLBRAN | COLLBRAN, CO

KLJ is the Town of Collbran's engineer of record and we have several ongoing projects. These include Cedar Crest Lane Street improvements, a trail feasibility project, a middle-mile broadband project, and potable water and wastewater projects. Marc is the client manager for the Town and is also the project manager for several of these projects. He sticks to the three pillars of project management, scope, schedule, and budget, and excels at keeping the client and his team up to date on the project status by using excellent communication. Marc's experience enables him to efficiently manage tasks, the project team, and subconsultants so they stay focused and have everything they need when they need it.

YEARS OF EXPERIENCE

25 years

REGISTRATION

Professional Engineer
(CO, WY, UT, NM, ND)

Certified Floodplain
Manager (CFM)

Certified Professional
in Stormwater Quality
(CPSWQ)

EDUCATION

ME Civil Engineering –
Clarkson University

BS Civil Engineering,
Concentration in
Environmental
Engineering – Clarkson
University

AS – Sullivan County
Community College





Jamie Olson

ENGAGEMENT LEAD

Jamie serves as a marketing and communications and manager for KLJ's public engagement team. In this role she oversees a variety of communication and marketing platforms for both internal and external audiences. This includes building, implementing, and managing specific campaigns including public engagement campaigns and monitoring return on investment. Her experience also includes more than 10 years serving as a public information officer with NDDOT where she also managed coordinated efforts for the department's external public information programs and coordinated and planned public relations events.

PUBLIC INFORMATION OFFICER | MDT WIBAUX ROADWAY IMPROVEMENT PROJECT | WIBAUX, MT

MT 7 from Wibaux south towards Baker is undergoing a number of roadways improvements. Improvements consist of three tied projects which include replacing two bridges, curb and gutter, shoulder widening, guardrail and fencing upgrades, new drainage structures, rumble strips, and new pavement markings. Jamie is leading public information components for this small, rural community in eastern Montana. Continual outreach is needed on the project as detours and traffic control are regularly affecting residents and travelers through the area. Jamie worked with local businesses to create coffee sleeves and coasters with project information that are distributed to customers. Other efforts included project website content development, maps, email blasts, community outreach, social media, and video production.

PUBLIC INVOLVEMENT | PENNINGTON COUNTY MASTER TRANSPORTATION PLAN | SOUTH DAKOTA

Jamie is currently serving as public engagement lead for a master transportation plan for Pennington County in western South Dakota. The plan will prepare a multimodal transportation plan for the county as new development and changing conditions impacts the transportation network. With 837 miles of roads and 141 bridges within the county's jurisdiction, the plan will consider pavement conditions, safety, bike and pedestrian facilities, transit, levels of service amount key routes and intersections, and freight issues and need throughout the county. Public input opportunities include stakeholder meetings, public meetings, project website, interactive map, and social media.

PUBLIC INVOLVEMENT | HIGHWAY 1416 AND RADAR HILL ROAD TRAFFIC AND CORRIDOR ANALYSIS STUDY | BOX ELDER, SD

The Rapid City Area MPO, Pennington County, and the City of Box Elder are undertaking a corridor study of Highway 1416 and Radar Hill Road in Box Elder. Recent development in the area, particularly the expansion of Ellsworth Air Force Base, has prompted the study to consider potential improvements to traffic safety, pedestrian connectivity, bicycle trails, traffic flow, and intersection enhancements. Jamie is conducting public outreach coordination on the project to gather feedback from the public on issues and needs to be incorporated into concept development options for the corridor. Outreach includes public meetings, project website, interactive mapping for collection of feedback, and social media campaign.

PUBLIC ENGAGEMENT LEAD | PRAIRIE ISLAND INDIAN COMMUNITY (PIIC) LAND USE PLANNING SERVICES FOR ELK RUN PROPERTY | WELCH, MN

KLJ was hired by PIIC to provide planning and engineering services to prepare a conceptual Land Use Plan Report and recommendations for the Reservation's Elk Run property. KLJ is assisting the community in developing an illustrative plan that is both physically and policy-based and provides implementable actions and strategies. Ultimately, the plan will include Land Use and Maintenance, Housing, Economic Development, Public Utilities, Parks and Recreation, and Native Habitat Restoration and Preservation. Public input from Tribal members is a vital part of the project, and Jamie is leading the public engagement for the project. Involvement tactics include project website development, interactive map, online surveys, public meetings, and community pop-up events. Additionally, the land use plan includes significant data collection, stakeholder engagement, planning charrettes, establishment of land use design standards, and an implementation strategy.





Ian Butler-Severson

TRANSPORTATION PLANNING/EQUITY ANALYSIS

Ian has 10 years of professional practice in urban/transportation planning and landscape architecture in more than a dozen US states and Puerto Rico. He has an in-depth knowledge of GIS and is a certified GIS professional. Ian has worked as a transportation, land use, and area development planner for public agencies, firms, and private consulting where he has served with a regional planning commission, worked as a military/federal facility planner, and as a parks, trails, and recreation planner/designer. His project experience includes area development plans, transportation and transit corridor plans; multimodal planning studies and feasibility analyses; existing and future land use, comprehensive, and subdivision plan making; zoning implementation and policy analysis; demographic analysis; park, trail, recreation, and open space master planning; Tribal LRTPs; and environmental and cultural resource inventories/analyses. Ian also has experience facilitating public meetings, stakeholder planning charrette workshops, and SWOT-V analyses.

PLANNING/GIS | MNDOT TH 78 CORRIDOR STUDY | MINNESOTA

Pedestrian safety and recent pedestrian fatalities along TH 78 are the primary driving forces for the corridor study. With significant recreational activity and movement between US 10, the Ottertail downtown area, the public boat landing to the south, and lack of dedicated active transportation facilities, pedestrians and bicyclists are forced to use the roadway shoulders of TH 78. Creating buffer space between motor vehicles, bicyclists, and pedestrians is expected to provide the required safety and comfort for corridor users. Strategic multimodal and complete streets-based investments in the corridor will help to improve safety at historically and seasonally induced problem traffic areas that routinely experience congestion and traffic conflicts, and ultimately help to ensure that TH 78 communities continue to be great places to live, work, and visit.

PLANNER | MNDOT TH 61 CORRIDOR STUDY | TWO HARBORS, MN

KLJ led the TH 61 corridor study through Two Harbors quantifying the corridor delays, impacts to minor approach traffic, and addressing multimodal gaps along the corridor. KLJ and team considered eight corridor alternatives through the city that balanced safety and operations. KLJ's technical analysis included using big data approaches through

MnDOT, including StreetLight data to consider monthly changes in traffic and O-D analysis, Clearguide to identify historical congestion over the last four years, and ATR data that measured peak hourly volume increases. Final corridor recommendations were phased to construct as project funding becomes available.

PLANNER/GIS | MNDOT TH 10 CORRIDOR STUDY | SHERBURNE COUNTY, MN

The TH 10 Corridor in Saint Cloud has seen traffic growth, recreational traffic peak increases, and a continuing severe crash history. The 10-mile corridor study will determine short, mid, and long-term recommendations that improve the safety, mobility, and access along the corridor. This stretch of highway has an eclectic range of users, which, when mixed with high speeds, copious access, and parallel railroad tracks, present unique corridor constraints. This study deviates from the traditional access management and intersection/interchange designs principles to meet the unique needs of this corridor. Design concepts implemented in the varied alternatives include reduction in direct access, closing median crossings, RCI, signalized RCIs, restricted left turns from minor roads, providing acceleration lanes, frontage roads, realigning both minor roadways and crossing trunk highways, quadrant intersections, and conversion to a grade separated freeway. The design concepts have an emphasis on safety, mobility, and access. This project focused on providing creative, yet practical alternatives for this unique corridor that range from immediately implementable solutions to long-term corridor reconfigurations.

TRANSPORTATION AND LAND USE PLANNER/GIS ANALYST | SUNSET DRIVE CORRIDOR STUDY | THE BISMARCK-MANDAN MPO

Ian worked to help analyze the future reconstruction/reconfiguration of Sunset Drive NW to reallocate the ROW to better serve all users and improve safety by studying appropriate lane striping, parking policy, and pedestrian infrastructure. GIS analysis interpreted/mapped crash statistics and developed corridor configuration alternatives via lanes/striping, elimination of parking, addition of boulevards, widening sidewalks, improving Americans with Disabilities Act (ADA) facilities, signal/intersection improvements, public transit facilities, addition of landscaping, and the elimination or consolidation of access points.

YEARS OF EXPERIENCE

10 years

REGISTRATION

American Planning Association (APA) Member

American Institute of Certified Planners (AICP) Candidate

EDUCATION

(Program Coursework) Urban Planning Doctoral Program – University of New Orleans

MS Transportation Planning – University of New Orleans

(Program Coursework) Master of Landscape Architecture Program – University of Minnesota

BA Urban Studies, Minor Sociology – Hamline University





Joe DeVore, PE, PTOE, RSP2

TRAFFIC AND MOBILITY

Joe has led more than 10 safety and access focused studies in the last five years, providing more than 200 intersection evaluations, input on 60 other corridor studies, 10 grant related applications, and design of 17 roundabouts. Joe has quantified crash benefits for areawide L RTPs, County/District Safety Plans, multimodal system studies, corridor studies, and intersection safety audits across the Midwest. He is one of KLJ's leading safety engineers whose Road Safety Professional Certification demonstrates his commitment to transportation and complete streets safety initiatives. Joe provides a unique background of both macro and micro safety analysis and provides the detailed future safety analysis needed for this project to best reduce future serious injury crashes.

TRAFFIC LEAD | GATEWAY ENTRANCE INTERSECTION IMPROVEMENTS | RIFLE, CO

KLJ provided preliminary planning and alternatives development for intersection improvements at the gateway to the City of Rifle and the downtown district. The City was considering a roundabout or traffic signal configuration for the convoluted intersection. Joe led an in-depth traffic analysis to determine future corridor traffic growth, turn movements, and pedestrian mobility needs for the multi-leg intersection. He led alternative modeling, which included development and analysis of two roundabout options, a continuous green t signal, and a standard traffic signal configuration. Benefits from each alternative were quantified and 20-year BCA was used to select the most beneficial option.

TRAFFIC OPERATIONS LEAD | ARRIVE 2045 – BISMARCK-MANDAN INTERSTATE STUDY, BISMARCK-MANDAN METROPOLITAN PLANNING ORGANIZATION (MPO) | BISMARCK-MANDAN, ND

As part of the Arrive 2045 L RTPs for the Bismarck-Mandan metropolitan area, an Interstate Study was completed to address interstate segments and 11 interchange locations under existing and 2045 operations. Joe worked with the project team to identify two future volume scenarios to analyze providing a lower and upper bound of expected volumes. Joe developed AM and PM peak hour modeling for the entire MPO study area to quantify existing and future operations issues, proposed interchange and segment improvements, and prioritized improvements into a 20-year interstate implementation plan for the MPO to plan future interstate project phasing.

TRAFFIC LEAD | PINE GROVE ROAD RECONSTRUCTION | STEAMBOAT SPRINGS, CO

KLJ is designing multimodal improvements and reconstruction of Pine Grove Road from US 40 to Mt. Werner Road in Steamboat Springs. Pine Grove Road is one of the city's primary commercial corridors for residents and visitors to the area. The road sees significant traffic volumes with high turning movements at many access points during peak hours. The project entails reconstruction of the roadway, sidewalk extensions, pedestrian crossings, multimodal improvements for transit/bike/pedestrians, stormwater improvements, property acquisition, and public engagement. The project is being designed and constructed over two construction seasons with a Phase I and Phase II approach.

TRAFFIC | TRANSPORTATION CAPACITY IMPROVEMENTS | GRAND JUNCTION, CO

KLJ teamed with Horrocks Engineers to provide services for their transportation capacity improvement project of four road sections to increase capacity, safety, and function. Services included roadway design, drainage design, traffic engineering, lighting and signalization, and utility coordination. The project will bring in approximately \$1.5 million in design fees.

TRAFFIC ANALYSIS | HIGHWAY 50 PLANNING AND DESIGN | PONCHA SPRINGS, CO

The Highway 50 project will improve conditions along one mile of Highway 50 through Poncha Springs. The project will incorporate multimodal options, additional lighting, landscaping, and wayfinding improvements to create a sense of place while traveling through the town. KLJ is providing environmental, extensive traffic modeling and data collection, in-depth stakeholder outreach, alternative development and selection, a corridor study report, roadway design, storm sewer and hydrology and hydraulics, lighting and utilities, and stormwater management.

TRAFFIC ENGINEER | HILLSIDE STREET RECONSTRUCTION | DELTA, CO

The City identified the need to reconstruct an approximately 1,900-foot section of Hillside Street to improve the road section and multimodal connectivity from downtown to Garnet Mesa. This is the first multimodal corridor for the City. We are using our experience to help the city develop a multimodal corridor that is economical and user-friendly. The more complicated features of this project are working around the irrigation ditch and the radius of the street as it comes from downtown and turns to the south. KLJ will work with City staff to develop the most effective road realignment, while minimizing impacts to other adjacent property owners.

YEARS OF EXPERIENCE

11 years

REGISTRATION

Professional Engineer –
CO, ND, MN, SD, MT,
FL, WY

Professional Traffic
Operations Engineer
(PTOE)

Road Safety
Professional 2 (RSP2) -
Infrastructure

EDUCATION

BS Civil Engineering –
University of Minnesota





Blake Wilcox

PROGRAM/FUNDING ANALYSIS

Blake has nine years of experience focusing on community engagement and building strong partnerships. He is an effective communicator who has worked at both the state and federal level of government. Blake serves as a government specialist at KLJ and focuses on grant writing, funding tracking, and public engagement. He is experienced at managing several projects simultaneously using strict timelines, concrete goals, and is able to meet deadlines while staying within budget. Blake's experience and track record of government work positions him perfectly as he looks to further utilize those skills to lead stakeholder groups, analyze and research the appropriate funding mechanisms, and help our clients secure those resources.

GRANT WRITER | HUERFANO COUNTY | COLORADO

Blake assisted with the drafting, research, preparation, and submittal of a SS4A Planning Grant for Huerfano County. He led multiple meetings to determine the County's desired transportation safety plan and ensured all elements were included. The County applied for a county-wide transportation safety plan that measures current capacity and safety levels of all county and municipal roads across the footprint and provides recommended countermeasures as well as specific projects where vehicle and pedestrian safety can be improved.

GOVERNMENT RELATIONS SPECIALIST/GRANT WRITER | TOWN OF EAGLE | COLORADO

Blake has led an effort at the municipal level to assist in the development of a town-wide strategic plan that focuses on needed improvements regarding all town facilities, utilities, and amenities. An initial workshop helped determine the town's greatest needs across all areas of infrastructure, including transportation, economic development, housing, broadband, and parks and recreation. A strategic plan was then developed to assess these projects, rank them in priority, and provide recommended funding sources as well as timelines to aid the Town in seeking the most necessary improvements. Blake has also helped them develop and submit a SS4A Planning Grant application. The town sought a planning grant to develop a town-wide transportation safety plan that addresses some of their biggest concerns including Highway 6/Grand Avenue as well as I-70.

GOVERNMENT RELATIONS SPECIALIST/GRANT WRITER | TOWN OF GYPSUM | COLORADO

Blake has led an effort at the municipal level to assist in the development of a town-wide strategic plan that focuses on needed improvements regarding all town facilities, utilities, and amenities. An initial workshop helped determine the town's greatest needs across all areas of infrastructure, including transportation, economic development, housing, broadband, and parks and recreation. A strategic plan was then developed to assess these projects, rank them in priority, and provide recommended funding sources as well as timelines to aid the Town in seeking the most necessary improvements. Blake has also helped them develop and submit a SS4A Planning Grant application. The town sought a planning grant to develop a corridor specific safety study of Highway 6 to determine where the safety need is most critical and how they can make improvements that accommodate a growing population and increased travel.

GRANT WRITER | SISSETON-WAHPETON OYATE TRIBE | SOUTH DAKOTA

Blake assisted with the drafting, research, and submittal of four different Tribal Transportation Program Safety Funds (TTPSF) grant applications. He and other members of KLJ assisted the Sisseton-Wahpeton Oyate Tribe with applications regarding a pathway installation, a pathway lighting extension, and two Bureau of Indian Affairs (BIA) route widening projects. In total, (between 2011 and 2022), Government Relations at KLJ has written upwards of 150 grants for Tribes, garnering more than \$7 million in TTPSF dollars for identified Tribal Transportation safety planning and infrastructure improvement.

GRANT WRITER | ROSEBUD SIOUX TRIBE | SOUTH DAKOTA

Blake assisted with the drafting, research, and submittal of four different TTPSF grant applications. He and other KLJ team members assisted the Rosebud Sioux Tribe with four grants in total, with a total dollar ask around \$3 million. This included construction for two pathways, the purchase of speed feedback trailers, and a larger intersection improvement project that was Tribal-wide. Awards are pending.





Duane Kaul

YEARS OF EXPERIENCE

24 years

EDUCATION

MA Geography –
University of North
Dakota

BA Geography –
University of North
Dakota

TRANSPORTATION PLANNING/EQUITY ANALYSIS

Duane has a BS and MA in geography, both earned at the University of North Dakota. He has extensive experience with 911/emergency management throughout North Dakota, Minnesota, Montana, and Iowa. Duane has served as a project manager for various GIS projects and has more than 24 years of GIS experience.

GIS MAPPING | SDDOT WALWORTH COUNTY SIGNING AND DELINEATION | WALWORTH COUNTY, SD

KLJ completed inventory and design for replacement of signs and delineation for the entire non-paved road system within Walworth County and the Town of Selby. A significant effort was made to inventory and document existing signs and delineation. The purpose of the project was to bring Walworth County signing and delineation to current standards for improved safety and driver compliance. We determined the need and provided design for new and replacement signs, object markers, delineation, and post replacement.

GIS ANALYST | BULLBERRY SYSTEMS INC. | BISMARCK, ND

Duane oversaw general GIS data creation and production ensuring quality assurance/quality control (QA/QC) on all projects, including Consolidated Telcom and Pembina County GIS.

ON-SITE TRAINING/CONSULTING | BULLBERRY SYSTEMS INC. | SWEET GRASS, FERGUS AND FLATHEAD COUNTY, MT; BELTRAMI COUNTY, MN; STARK COUNTY, ND

Duane led instruction on use of R3Admin and R3Dispatch software and addressed client's GIS questions.

GIS MAPPING COORDINATOR | AGRIDATA, INC. | GRAND FORKS, ND

Duane ensured quality control and computer maintenance. He supervised 14 employees on the use of ArcView, Adobe Photoshop, and general Windows applications for manipulating Farm Service Agency (FSA) maps and utilizing digital orthoquads to produce field maps for agricultural insurance companies.

GEOGRAPHY TEACHING ASSISTANT | UNIVERSITY OF NORTH DAKOTA | GRAND FORKS, ND

Duane instructed a Physical Geography lab course that implemented geographic applications and techniques and provided individual consultation to students.

PROJECT MANAGER/PRIMARY ANALYST | GIS 911 DATA CREATION PROJECT | BEAVERHEAD COUNTY, MT

Duane processed road layer ensuring network functionality. He built ESZs, MSAG development, and geocoding.

PROJECT MANAGER/PRIMARY ANALYST | GIS 911 DATA CREATION PROJECT | ROOSEVELT COUNTY, MT

Duane processed road layer ensuring network functionality and built emergency service zones (ESZ), master street address guide (MSAG) development, and geocoding.

PROJECT MANAGER/PRIMARY ANALYST | GIS 911 DATA CREATION PROJECT | LIBERTY COUNTY, MT

Duane processed GPS centerline roads for 911 routing and assisted with roadwork and data creation.

PROJECT MANAGER/PRIMARY ANALYST | GIS 911 DATA CREATION PROJECT | GARFIELD COUNTY, MT

Duane was responsible for overall project development involving 911-related data creation and client support.





Rebecca Atkins, PE

YEARS OF EXPERIENCE

13 years

REGISTRATION

Professional Engineer –
CO

EDUCATION

BS Civil Engineering
– Colorado School of
Mines

PROJECT IDENTIFICATION/CONCEPTS

Rebecca is a licensed civil professional engineer in Colorado. She grew up on the Western Slope and is dedicated to helping local communities engineer solutions that improve the quality of life for their residents. Rebecca brings to the team more than 13 years of experience in land development and municipal projects.

PROJECT MANAGER | PINE GROVE ROAD RECONSTRUCTION | STEAMBOAT SPRINGS, CO

KLJ is designing multimodal improvements and reconstruction of Pine Grove Road from US 40 to Mt. Werner Road in Steamboat Springs. Pine Grove Road is one of the city's primary commercial corridors for residents and visitors to the area. The road sees significant traffic volumes with high turning movements at many access points during peak hours. The project entails reconstruction of the roadway, sidewalk extensions, pedestrian crossings, multimodal improvements for transit/bike/pedestrians, and stormwater improvements. The project is being designed and constructed over two construction seasons with a Phase I and Phase II approach.

DRAINAGE LEAD | 1ST STREET DOWNTOWN DEVELOPMENT PLAN | PARACHUTE, CO

KLJ is performing a complete streets development plan to reconstruct 1st Street (Main Street) in Parachute to facilitate access to businesses and promote pedestrian travel by creating an inviting environment that is welcoming to residents and non-residents. 1st Street is a highly visible and utilized street that is core to the downtown business district. KLJ is developing an economical and user-friendly multimodal streetscape for a complete streets project. The Phase I concept development project includes community engagement, ROW verification, planning for both current and future traffic and pedestrian needs, traffic circulation (especially on the northeast end near the CDOT rest stop), and working with businesses to ensure adequate parking. A road diet is being considered in the alternatives analysis to reduce the asphalt width, improved pedestrian facilities, landscaping, street art, and functional parking. The plan includes bulb-outs, cross walks, ramps, and drainage improvements. Street lighting, signage, and decorative amenities will be included.



PROJECT MANAGER | TRANSPORTATION CAPACITY IMPROVEMENTS | GRAND JUNCTION, CO

KLJ was retained by the City of Grand Junction to design roadway capacity improvements for 26 1/2 Road from Horizon Drive to G Road and F 1/2 Road from 30 Road to Lewis Wash. As the project manager for this project, Rebecca is responsible for the management of design and production staff to ensure project deadlines are met. This project includes project coordination, data collection, full design of roadways with increased capacity including drainage, lighting, utility coordination, permitting, construction plan production, and bidding services for the City.

PROJECT ENGINEER | ORCHARD AVENUE RECONSTRUCTION FROM 29 TO 29 1/2 ROAD | MESA COUNTY, CO

Rebecca designed roadway plan and profiles for reconstruction and widening of Orchard Avenue for Mesa County. Work included access management and stakeholder communication. Construction plans included design of a stormwater collection system. She also developed construction specifications and assisted Mesa County during bidding.

PROJECT MANAGER | CDOT HIGHWAY 50 PASSING LANES PROJECT FROM MILEPOINT 134.6 TO 136 | GUNNISON COUNTY, CO

This project designed new passing lanes in both directions for approximately 1.5 miles of Highway 50 in Gunnison County. The project involved roadway widening with steep cut and fill slopes. Roadway alignment tried to balance earthwork. As project manager, Rebecca ensured milestones were delivered on schedule and that plans and specifications met CDOT's standards.

PROJECT MANAGER | CDOT HIGHWAY 50 AND 550 INTERSECTION DOUBLE LEFT TURNS | COLORADO

The project designed an additional left turn for southbound traffic from Highway 50 onto eastbound 50. The project included coordination with the UPR Railroad for ROW acquisition, existing utility conflict identification and mitigation, new traffic signal design, and storm system design.



Ryan Sundberg, PE

YEARS OF EXPERIENCE

13 years

REGISTRATION

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

EDUCATION

BS Civil Engineering
– University of North
Dakota

PROJECT IDENTIFICATION/CONCEPTS

Ryan provides planning, preliminary design, final design engineering services for a wide range of infrastructure projects. Applying this versatile skill set, he has gained more than 13 years of project experience and has provided tremendous support in designing with efficiency. His expertise is in roadway and intersection/roundabout geometric design and mobility integration. Ryan uses his knowledge and experience to design solutions which improve traffic and pedestrian safety, improve roadway capacity while minimizing environmental and ROW impacts – balancing construction costs, constructability, and service life. Recently, he has led a six-mile rural roadway design, multiple high speed roundabout designs, urban roadway reconstructions and more.

ROADWAY/DESIGN LEAD | GATEWAY ENTRANCE INTERSECTION IMPROVEMENTS | RIFLE, CO

KLJ provided preliminary planning and alternatives development for intersection improvements at the gateway to the City of Rifle and the downtown district. The City was considering a roundabout or traffic signal configuration for the convoluted intersection. KLJ performed an in-depth traffic analysis to determine future corridor traffic growth, turn movements, and pedestrian mobility needs for the multi-leg intersection. Alternatives developed included two roundabout options, a continuous green t signal, and a standard traffic signal configuration. These alternatives were then utilized to perform future traffic modeling with Vissim, identifying any concerns with future growth. Challenges included steep grades and elevation differentials, traffic impacts and intersection design, drainage and water quality, relocation of existing utilities, minimizing ROW impacts, relocation of a CDOT park-n-ride facility, and MOT during construction. KLJ is providing project management, intersection design, traffic modeling, lighting, and public involvement.

DESIGN LEAD | MESA COUNTY CLIFTON 1ST STREET RECONSTRUCTION | CLIFTON, CO

The project is a reconstruction and improvement of 1st Street from Grand Avenue to Front Street and on Grand Avenue from 1st Street to 2nd Street. The project features new street alignment to minimize ROW impact to surrounding landowners, utility relocations, and public involvement meetings. Challenges include limited ROW, dense utilities, working with utility providers/stakeholders on solutions to utility conflicts, working with adjacent landowners, and safely meeting vehicular and pedestrian requirement/needs.

ROADWAY LEAD | 1ST STREET DOWNTOWN DEVELOPMENT PLAN | PARACHUTE, CO

KLJ is performing a complete streets development plan to reconstruct 1st Street (Main Street) in Parachute to facilitate access to businesses and promote pedestrian travel by creating an inviting environment that is welcoming to residents and non-residents. 1st Street is a highly visible and utilized street that is core to the downtown business district. KLJ is developing an economical and user-friendly multimodal streetscape for a complete streets project. The Phase I concept development project includes community engagement, ROW verification, planning for both current and future traffic and pedestrian needs, traffic circulation (especially on the east end near the CDOT rest stop), and working with businesses to ensure adequate parking. A road diet is being considered in the alternatives analysis to reduce the asphalt width, improved pedestrian facilities, landscaping, street art, and functional parking. The plan includes bulb-outs, cross walks, ramps, and drainage improvements. Street lighting, signage, and decorative amenities will be included.

ROADWAY LEAD | TRANSPORTATION CAPACITY IMPROVEMENTS | GRAND JUNCTION, CO

KLJ teamed with Horrocks Engineers to provide services for their transportation capacity improvement project of four road sections to increase capacity, safety, and function. Services included roadway design, drainage design, traffic engineering, lighting and signalization, and utility coordination. The project will bring in approximately \$1.5 million in design fees.

ROADWAY DESIGN | HIGHWAY 50 PLANNING AND DESIGN | PONCHA SPRINGS, CO

The Highway 50 project will improve conditions along one mile of Highway 50 through Poncha Springs. The project will incorporate multimodal options, additional lighting, landscaping, and wayfinding improvements to create a sense of place while traveling through the town. KLJ is providing environmental, extensive traffic modeling and data collection, in-depth stakeholder outreach, alternative development and selection, a corridor study report, roadway design, storm sewer and hydrology and hydraulics, lighting and utilities, and stormwater management.





Ben Freier

YEARS OF EXPERIENCE

12 years

REGISTRATION

Engineer in Training

EDUCATION

MS Civil Engineering –
University of Minnesota

BS Meteorology – St.
Cloud State University

TRAFFIC AND MOBILITY

Ben is a transportation engineer on KLJ's traffic team. He has experience in data collection and traffic operations in the upper Midwest. Ben has completed and coordinated data collection efforts in Colorado, Minnesota, North Dakota, South Dakota, and Montana. Data collected includes turning movement counts with cameras at intersections and using radars to collect speed data.

DATA COLLECTION | MNDOT TH 10 CORRIDOR STUDY | SHERBURNE COUNTY, MN

The TH 10 corridor study is currently underway to identify improvements that could be made to the study area to enhance operations and safety in the short term and in the future. As traffic volumes increase on the corridor, movements from unsignalized intersections are becoming more difficult. The increased volumes are also leading to a rise in crashes. The corridor has received complaints from residents for its lack of pedestrian facilities other than at the signalized intersections at TH 24 and 15th Avenue.

DATA COLLECTION | LYNDALE AVENUE (CSAH 22) THREE-LANE PILOT PROJECT | HENNEPIN COUNTY, MN

KLJ is providing project planning, analysis, and public involvement for a pilot program converting a portion of Lyndale Avenue South (CSAH 22) from four to three lanes. The project is in Uptown, one of the most high-profile areas of Minneapolis, with traffic exceeding 26,000 vehicles. The project goal is to prioritize safety and mobility for bikes and pedestrians along the corridor, while justifying impact to motorists. The project includes an in-depth traffic analysis, concept design, and visualizations.

DATA COLLECTION | MNDOT WALKER CORRIDOR STUDY | WALKER, MN

The City of Walker is in the heart of Minnesota's renowned north woods lake country. Recreation in all seasons is a prime driver of the local economy. The corridor also has an extensive trail network, making multimodal facilities and needs a key component of the study. KLJ is providing public engagement and communications for the project, existing and future traffic projections, traffic operations and safety analysis, identification of conceptual geometric and traffic control alternatives, operational analysis, detour network assessment, preliminary stormwater analysis, and identification of a preferred alternative. The project is expected to take 12 months with an anticipated end date of June 2024.

DATA COLLECTION | WEST MAIN REVITALIZATION | MONTROSE, CO

West Main Street is part of State Highway 90 and runs 0.5 miles through downtown Montrose's urban core and serves as the primary access and frontage for adjacent businesses. KLJ was retained to provide a study, preliminary design, and final design for reconstruction of the existing two-travel lanes in each direction, shoulders for undefined parallel parking, and narrow, non-ADA-compliant sidewalks and driveways on each side of the road for recommended improvements. Upgrades include ADA-compliant widened sidewalks along both sides of the street; addition of bicycle lanes along one or both sides of the street; crosswalk safety with bulbouts and traffic calming measures; lane configuration to accommodate future traffic volumes, including studying a road diet; and modern streetscape of the corridor with trees, lighting, parking, and outdoor restaurant-style seating. KLJ is also providing a traffic study of the roadway for future growth expectations and for analysis of alternative roadway concepts.

DATA COLLECTION | MDT HIGHWAY 93 SPEED STUDY – US 93 | HAMILTON TO MISSOULA, MT

The project is development and approval of a speed study for MDT along US 93 from Hamilton to Missoula that passes through communities along this corridor. The study includes 35 locations for this engineering speed study. The speed study included collecting and analyzing speed, pedestrian and bicycle, crash, citation, roadway, and vehicle classification data.





Kerry Ribbens

YEARS OF EXPERIENCE

3 years

REGISTRATION

Engineer in Training

EDUCATION

BS Civil Engineering –
University of Colorado
Boulder/Colorado Mesa
University Partnership

TRAFFIC AND MOBILITY

Kerry is an engineer in training with KLJ working on traffic and transportation projects in Western Colorado. He is a graduate of Colorado Mesa University and has spent his career working on projects in Grand Junction, Mesa County, and Western Colorado. Kerry will provide local knowledge and traffic support for the 7th Street Active Transportation Facility Feasibility Study.

TRAFFIC | KIMBALL AVE RESIDENTIAL AND COMMERCIAL DEVELOPMENT | GRAND JUNCTION, CO

Kerry provided a traffic study that included mixed use development with residential apartments and some small commercial areas. The project created more traffic along Riverside Parkway and 7th Street which required a traffic signal warrant analysis. Special consideration was taken due to the nature of Riverside Parkway in determining if a traffic signal should be installed.

TRAFFIC | CEDAREDDGE DISPENSARIES | CEDAREDDGE, CO

Kerry worked on multiple traffic studies and site plans for dispensary applicants in Cedaredge. One location required a change in access location to combine neighboring lot accesses. The change in access location and additional traffic resulted in restriping of the highway to allow the TWLT lane to be used for the location.

TRAFFIC | HIGHWAY 550 TRAFFIC COUNTS | MONTROSE, CO

Kerry managed and coordinated the collection of traffic counts for seven time sensitive intersections in Montrose. Data collection required additional time periods due to the Montrose High School being located within the study area. Developed a custom counting sheet to allow for an easier and more efficient method of creating count summaries. This in turn was used for other projects.

TRAFFIC | HIGHWAY 6 TRAFFIC COUNTS | PALISADE, CO

Kerry managed and coordinated the collection of traffic counts for multiple intersections along Highway 6 and the frontage roads in Palisade. Due to frontage road intersection spacing from Highway 6, the data collection was set to meet unique requirements as addressed by the client. Custom data collection and presentation was created to distinguish which leg the traffic was entering the intersection and exiting rather than standard turning movement counts.

TRAFFIC | CLARK & CO'S DISTILLING | PALISADE, CO

Kerry provided a traffic study for a distilling facility that shares an access with a wedding venue location. Special considerations were taken due to the nature of event venue locations and the high volume of traffic. Assisted with the creation of site plans for the project using Civil 3D.

TRAFFIC | BLACK CANYON RESIDENTIAL | MONTROSE COUNTY, CO

Kerry conducted a sight distance analysis for a proposed access along Highway 92 in Black Canyon. Designed the proposed access which was located along a relatively steep slope requiring switchbacks and consideration for planned vehicles using the site. Created construction plans for the owner as well as Notice To Proceed (NTP) plans for CDOT using Civil 3D.





Emma Myer-Verhage

SAFETY ACTION PLAN

Emma is an Engineer in Training with three years of experience working on traffic engineering and planning projects. Her experience includes corridor studies, safety studies, traffic impact studies, traffic forecasting, multimodal planning, and speed studies. She has experience supporting both engineering and planning tasks for small town communities throughout Minnesota.

TRAFFIC ENGINEER | WOOD AVENUE MIXED-USE DEVELOPMENT | RAPID CITY, SD

This project was completed to analyze the traffic impacts of the development of a mixed-use site in Rapid City, SD. This development included multi-family housing, office space, and retail space. Emma's role included trip generation and distribution, modeling, warrant analysis, crash analysis, traffic operations analysis, and report development.

TRAFFIC ENGINEER | MNDOT TH 10 CORRIDOR STUDY | SHERBURNE COUNTY, MN

This ongoing project includes identifying issues and providing alternatives along the 10-mile TH 10 corridor, between Clear Lake and St. Cloud, MN. Emma's role is primarily focused on the alternatives analysis, including reviewing previously identified issues, processing modeling results, and presenting all findings so that each alternative can be directly compared. She is also contributing extensively to development of the report.

TRAFFIC ENGINEER | MDT SAFETY STUDY | HAMILTON, MT AND KALISPELL, MT

This ongoing project is working to improve safety at several hot spot locations across Montana. KLJ is working with MDT to identify locations in need of improvement and analyze and recommend modifications. Emma has primarily focused on modeling existing and future conditions, along with several alternatives at each location. She also assisted in the development of several reports that were prepared for each location.

TRAFFIC ENGINEER | DOUGLAS ELEMENTARY TRAFFIC IMPACT STUDY | BOX ELDER, SD

This project was completed to analyze the impacts of the development of a new elementary school in Box Elder, SD. Emma was a part of each piece of this project, including trip generation, modeling, warrant analysis, crash analysis, traffic operations analysis, and report development.

TRAFFIC ENGINEER | HILLSIDE STREET IMPROVEMENTS | DELTA, CO

This project evaluated traffic operations at an intersection in Delta, CO that had previously been identified as a safety concern, especially in winter conditions. The City of Delta was considering closing it under inclement weather events, and requested a study to analyze operational impacts, as well as other proposed improvements within the study area. Emma's role included an analysis of the rerouted movements, modeling each alternative, and report development.

TRAFFIC ENGINEER | 47 SUBDIVISION | KALISPELL, MT

This project was completed to analyze the impacts of a new housing development of single-family homes in Kalispell, MT. Emma's role in this project included trip generation, modeling, warrant analysis, crash analysis, and report development.

TRAFFIC ENGINEER | 3RD AVENUE AND MAIN STREET RECONSTRUCTION | WATFORD CITY, ND

This project was completed to analyze traffic operations along 3rd Avenue and Main Street in Watford City, ND. The City proposed implementing a right-in/right-out configuration at the intersection of 3rd Ave and Main Street, and a traffic operations analysis was completed to analyze the impacts. Emma's role included crash analysis, modeling, warrant analysis, and report generation.

YEARS OF EXPERIENCE

3 years

REGISTRATION

Engineer Intern

EDUCATION

Bachelor of Civil Engineering, Minor in Sustainability Studies – University of Minnesota, Twin-Cities





Stacie Cornett

GRAPHIC DESIGNER

Stacie has 24 years of experience providing graphic and layout services for KLJ. She assists project managers with compiling, formatting, and displaying information in a format that is easy to comprehend and is visually appealing, including creation of custom graphics. Stacie has created graphics and overall branding for public information campaigns, digital and print graphics, and design of various report types, including transportation plans, public involvement reports, and National Environmental Policy Act (NEPA)-required environmental reports. She provides a unified design for public-facing materials, such as graphics, presentations, posters, handouts, and postcards that also incorporates applicable client branding specifications. Coordinating with GIS staff, Stacie has implemented a process for map graphic design that conforms to specifications of clients while elevating the appearance of map styles. Her graphics ability and experience with multiple engineering specialties provides the client with a professional final product catered specifically to their needs.

GRAPHIC DESIGNER | COLUMBIA FALLS, KALISPELL, AND WHITEFISH URBAN AREA TRANSPORTATION PLANS | FLATHEAD VALLEY, MT

Stacie provided the final graphic design for three separate urban area plans in Flathead County: Columbia Falls (completed in 2021), Kalispell (completed in 2021), and Whitefish (completed in 2022). Layout and design were needed for each of the Transportation Plans, which included custom graphics. She also provided coordinating design for various client and public information materials at each phase of the projects' development.

GRAPHIC DESIGNER | MDT RONAN-NORTH, US93 IMPROVEMENTS | RONAN, MT

For the extensive public information outreach, Stacie created several map graphics, handouts, and mailers, and incorporated design elements to allow delivery of mailers by Every Door Direct Mail (EDDM). MDT Vision Zero style guide specifications were utilized to maintain consistent branding throughout the project's duration.

GRAPHIC DESIGNER | HIGHWAY 50 PLANNING AND DESIGN | PONCHA SPRINGS, CO

Along with the updates to Highway 50, the Town of Poncha Springs is gathering input on updated town signage and seasonal décor. Stacie worked with the public engagement lead to develop example graphics for public review and voting. She created graphics for three separate "town themes" as options for these beautification efforts, which included multiple styles for a town welcome sign and light pole signage for places of interest and seasonal events. These graphics allowed the public to visualize the look of various construction materials and design elements and votes were tallied to record the public preference.

GRAPHIC DESIGNER | COUNTY MASTER PLAN UPDATE | OURAY COUNTY, CO

A public input meeting was held to present information about the Master Plan Update and to encourage public input and involvement. Stacie helped to create display boards that incorporated the County brand and presented essential information and resources in a dynamic format. She also applied the same format to the corresponding presentation and developed graphics to illustrate key points.

GRAPHIC DESIGNER | DELL RAPIDS MASTER TRANSPORTATION PLAN | DELL RAPIDS, SD

Beginning in 2019, KLJ worked with the City of Dell Rapids and SDDOT on a 20-year Master Transportation Plan. Stacie provided the design and layout of the Transportation Plan and designed coordinated graphics and meeting materials for the corresponding public input and stakeholder meetings.

YEARS OF EXPERIENCE

24 years

EDUCATION

AAS Information
Technology – UND-Lake
Region

Specialized Vocational
Training for Desktop
Publishing – Lake
Region Vo-Tech Center



ENGINEERING, REIMAGINED
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MAY 2024	KLJENG.COM
Engineering, Reimagined	
	1-800-213-3860
	    
	EOE/M/F/VET/DISABILITY



Agenda Item #7.f.

Agenda Item Name:

Consider Approving the Lighting Installation Contract by Xcel Energy for Railroad 5th Street to 9th Street

Presenter:

Craig Spaulding, Civil Engineer

Item Description:

Consider Approving The Lighting Installation Contract by Xcel Energy for Railroad 5th Street to 9th Street

Recommended Action:

Move to approve the Lighting Installation Contract by Xcel Energy for Railroad 5th Street to 9th Street

Fiscal Impact:

This item was budgeted as part of the Railroad 5th through 9th project

Operational Impact:

N/A

Prior Board Motions:

N/A

Background Information:

The Railroad 5th to 9th project includes streetlights along the corridor. Currently there are streetlights from I-70 to 5th and from 9th to Hwy 13 but not along Railroad 5th to 9th. The plans and grant submittals included the installation of these lights and as mentioned in the award to Martinez the cost of the lights were anticipated in the project.

Executive Summary:

The cost from Xcel is fair and reasonable and within the project's budgeted amount. Staff sees the lights as necessary for consistent lighting along the Railroad corridor and does not want to leave the least lit portion of Railroad Avenue the frontage to Rifle Middle School.

Notification Requirements:

N/A

Prepared By:

Craig Spaulding, Civil Engineer

Attachments:

1. SN14413574_DN1168038_PSCO Customer Packet

2. PURCHASE REQUEST-Xcel Lighting
3. Memo_Lighting Installation Agreement

Account No. _____
Job No. 14413574
Job Address RAILROAD 5TH-9TH
RIFLE, CO 81650



Public Service Company of Colorado
1995 Howard Ave
Rifle, CO 81650

Click to Select Forms

Lock Cover Sheet

Dear CITY OF RIFLE

Thank you for choosing Xcel Energy to be your energy provider. We appreciate your business, and our goal is to deliver you reliable service at an affordable price.

This letter contains important information about your requested service. Please read all details below as well as any accompanying information and respond accordingly to ensure your project is completed accurately and timely.

This letter relates to your request for

- * New Lighting
- * Remove Lighting

Your portion of the cost of this project is \$207,121.61. A hard copy invoice will be sent to you via U.S. Mail Postal Service in the coming days. Please see the attached payment options document for more instructions. Upon receipt of payment and other required documentation as noted below, your project will be scheduled and you will be notified of the scheduled date. If paying by check, please note the account number identified at the top of this letter on your check to ensure accurate and timely payment processing.

Below is a list of additional documentation that you will need to review, sign, and return to the Xcel Energy Designer by email or U.S. Postal Service to their address listed at the bottom of the letter. Please retain a copy of all documentation for your records.

➤ **Documents to be returned to Xcel Energy:**

- * On-Site Distribution Extension Agreement (Electric)
- * Customer Provided Trench Agreement
- * Contingency List

➤ **Additional enclosures:**

- * Customer Payment Options

If you have any questions about the enclosures or about your specific job, please contact the design representative below and reference your account number and/or job number above.

We look forward to being your energy provider.

Sincerely,
Samantha Wakefield
Planner Thereafter
1995 Howard Ave
Rifle, CO 81650
Xcel Energy
Samantha.l.wakefield@xcelenergy.com
9702014860



Customer Payment Options

Xcel Energy offers seven payment options to pay for your construction project. Please select the payment options that work best for you.

Payment options listed in order of quickest processing

MyAccount/eBill™

Register at xcelenergy.com to make a payment from your checking account. You can also enroll in eBill and an email will let you know your bill is ready to view at the MyAccount site in place of receiving a mailed paper bill statement. MyAccount also provides a convenient list of your bill statement and payment history and retains your banking information for future use. Each additional account number will have to be added to your list of managed accounts within MyAccount.

Pay by Phone

Make payment from your checking or savings account at no charge by using our automated phone system. Please call us at 800.895.4999.

Credit/Debit Card Payment

All Xcel Energy residential and business customers are now eligible for payment via credit or debit card. Most major credit and debit cards accepted. Apple Pay or Google Pay is available to customers with a mobile device.

To pay by phone, call our payment processing partner, Kubra EZ Pay, at **833.660.1365**

To pay online, visit www.xcelenergy.com/billing_and_payment and click on the **Pay with credit/debit card** link to make an online credit/debit card payment through Kubra EZ Pay.

Please note the current fees along with payment information:

- **Residential Customer Accounts**
 - *Payments accepted for up to \$1,000 in a single transaction*
 - *There is a \$1.80 fee per transaction*
 - *No fee for Wisconsin and Michigan residential customer accounts*
- **Non-Residential Customer Accounts**
 - *Payments accepted for up to \$100,000 in a single transaction*
 - *There is a 2.2% fee per transaction.*

All credit/debit card types allow a maximum 25 credit/debit card payments in a 28-rolling-day period, per Xcel Energy account, per credit/debit card.

*If you receive this message: "The information provided does not match our records please try again," while trying to make a payment, please try again the following day after 8am CST.

Overnight Payment Delivery Options

Send your payment and remittance stub including **account number (written on the memo line of your check)** via FedEx, UPS or USPS overnight delivery to:

Xcel Energy
C/O Deluxe - Lockbox # 5553
3000 Kellway Dr Ste 120
Carrollton, TX 75006

Overnight delivery contact phone number: 612.216.7976

In-Person Pay Stations

Pay in-person at a location near you by visiting xcelenergy.com for pay station locations. **Please include the account number on the memo line of your check.**

Please note: A \$1.50 transaction fee applies. (\$1.45 for Western Union only in Colorado)

Pay by U.S Postal Service

When sending payment by U.S. mail, **please include the account number on the memo line of your check.** Do not combine this payment with any other Xcel Energy bill payments. Mail check payments to:

Xcel Energy
P.O. Box 660553
Dallas, TX 75266-0553

Electronic Funds Transfer (EFT) (Only available to business)

The Electronic Funds Transfer (EFT) payment process allows business customers to pay via Corporate Trade Exchange (CTX) formatted Automated Clearing House (ACH) (also referred to as EDI-820), the ability to electronically remit payment. The payments to Xcel Energy's bank accounts are initiated by the customer through a series of steps linked to the billing system. The CTX addenda records included with the funds transfer allow the posting of the payments to occur electronically to the account numbers provided by the customer. To obtain Xcel Energy's EFT bank account numbers and to provide transfer confirmation, please email CustReceive@xcelenergy.com.

Helpful hints to ensure accurate and timely processing of your payment:

- For all payment options, please have your account number available and note on any payment documentation.
- The hard copy invoice will be sent to you via U.S mail in the coming days. If you would like an electronic copy of our invoice prior to receiving the hard copy, please contact your Designer who is identified in the attached letter.
- In order to apply payment to the correct account and avoid unnecessary delays, please make separate payments for each individual project or invoice.
- Please note that depending on payment selection, it may take up to a few days to process your payment.

ON-SITE DISTRIBUTION EXTENSION AGREEMENT (ELECTRIC)

This On-Site Distribution Extension Agreement (the “Agreement”), is dated as of April 18, 2024 (“Contract Origination Date”), by and between Public Service Company of Colorado, a Colorado corporation, d/b/a Xcel Energy (the “Company”) and CITY OF RIFLE (the “Applicant”). Applicant and Company are hereinafter sometimes referred to individually as a “Party” and collectively as the “Parties.” This Agreement is subject to the Company’s Electric Service Distribution Extension Policy (the “Policy”) within Company’s electric tariff (the “Tariff”) and to the entirety of Company’s Tariff, as amended from time to time, and such Policy and Tariff are each incorporated herein by reference. The Policy and Tariff are available for inspection at the Colorado Public Utilities Commission and on Company’s website. Any capitalized term in this Agreement that is not expressly defined herein shall have the meaning set forth in the Policy or Tariff.

This Agreement sets forth the terms and conditions for the design, construction, installation, and payment for the On-Site Distribution Extension (as defined herein), including without limitation the calculation of the Construction Payment to be paid by Applicant. Subject to the exceptions set forth herein and in the Policy and Tariff, the cost responsibility of the Applicant will be based upon, as applicable: (1) standardized per lot costs of constructing and installing the facilities necessary to adequately supply service to single family and townhome lots requested by Applicant (average of sixty (60) feet or less frontage); and (2) Company's estimate of the cost of constructing and installing other facilities necessary to adequately supply the On-Site Distribution Extension (including but not limited to single family and townhome lots more than an average of sixty (60) feet frontage, non-standard load and construction requirements, and commercial facilities), less a Construction Allowance. The Construction Payment shall be non-refundable as of the date that construction commences.

List of Exhibits	Included
Contingency List	Yes
Cost Estimate Worksheet	☐ Yes ☒ No
Frost and Ground Thawing Agreement	☐ Yes ☒ No

1. Service. Applicant has requested and Company has agreed that Company will design, construct, and install the necessary On-Site Distribution Extension to provide electric service to serve RAILROAD 5TH-9TH in the City or Town of RIFLE in the County of GARFIELD in the State of Colorado (“Service”).

Such Service will have the following characteristics:

Category	Applicability
Type of Service	☒ Permanent ☐ Indeterminate ☐ Temporary
Network Service	☐ Network ☒ Non-Network
Voltage (choose one or both)	☐ Primary Voltage ☒ Secondary Voltage
Overhead/Underground (choose one or both)	☐ Overhead ☒ Underground
Phase (choose one)	☒ Single-Phase ☐ Three-Phase ☐ Combination Single- and Three-Phase
Additional Characteristics (choose any as applicable)	☐ Electric Vehicle Charging Station(s) ☐ High Density Load ☒ Street Lighting ☐ Solar ☐ _____ ☐ _____ ☐ _____

The Parties acknowledge that, if Service includes the provision of Street Lighting, such Service is also subject to, without limitation, the requirements of the Street Lighting Extension Policy.

2. Service Class of Applicant. Applicant ☒ is / ☐ is not a Governmental Entity. In accordance with the Policy and the Tariff, the Applicant shall accept Service under the following Service Class(es):

SERVICE CLASS	APPLICABILITY
RESIDENTIAL	
Schedules R, RE-TOU	☐
Schedules RD, RD-TDR	☐
COMMERCIAL/INDUSTRIAL	
Schedules C, NMTR	☐
Schedules SGL, SG, SST, STOU, SPVTOU, SG-CPP	☐
Schedules PG, PST, PTOU, PG-CPP	☐
STREET LIGHTING	
Schedule TSL MSL, MI	☐
Schedule RAL, CAL, PLL, SL, SSL, SLU	☒
Schedule COL, ESL	☐

3. Associated Agreements. Except as expressly set forth in this Agreement, this Agreement does not encompass any engineering design, facilities, costs, or payments that may be specified in the associated Off-Site Distribution Line Extension Agreement, the Residential Service Lateral Agreement, or the Commercial Service Lateral Agreement that may be entered into by the Parties and that are associated with the provisions of Service hereunder (collectively, the “Associated Agreements”). The Parties acknowledge that such additional engineering design, facilities, costs, or payments specified in the Associated Agreements may be necessary to fully effectuate the provision of Service contemplated herein, and the engineering design, facilities, costs, and payments with respect to those Associated Agreements will be calculated and contracted for separately from this Agreement.
4. Engineering Design of On-Site Distribution Extension. To the extent applicable, Applicant has submitted to Company an approved final plat of the subdivision contemplated hereunder, which subdivision has been approved by the local government entity with authority to approve the final plat. Based on the information provided by Applicant, Company has completed an engineering design and cost estimate to construct and install the facilities necessary to adequately supply the requested On-Site Distribution Extension. The facilities described below do not encompass any engineering design or facilities identified in the Associated Agreements. Company’s engineering design for the On-Site Distribution Extension includes the following:

Category	Project-Specific Information
APPLICANT-PROVIDED INFORMATION*	
Number of Single-Family or Townhome Lots with an average of sixty (60) feet or less of frontage (Standardized Lots)	0
Number of lots/facilities with non-standard load and construction requirements (e.g., commercial facilities, single-family or townhome lots with an average of more than sixty (60) feet of frontage, three-phase service, extensions exceeding three hundred twenty (320) amps, compaction, and/or boring, etc.) (Non-Standard Lots)	0
Number of Street Lights (if any)	33

Category	Project-Specific Information
Point of Interconnection between Off-Site Distribution Line Extension facilities and On-Site Distribution Extension facilities (if applicable)	NA
ADDITIONAL CIRCUMSTANCES**	
Distribution Reinforcements (if any)	NA
Excess Facilities (if any)	NA
ATO/MTO Dual Feeder Service (if any)	NA
Other Considerations/Special Items (if any)	NA
* Details for each individual single-family or townhome lot contemplated under this Agreement, including individual lot frontage widths, and for any non-standard project elements, may be provided in the Cost Estimate Worksheet.	
** Additional considerations for the following special circumstances, including cost calculation requirements, are set forth in the Policy and Tariff: Distribution Reinforcements; Excess Facilities; and provision of ATO/MTO Dual Feeder Service. Such additional circumstances may require execution of additional ancillary agreements.	

Applicant acknowledges that, in the event that other utilities or facilities will be installed jointly with the On-Site Distribution Extension, Applicant shall arrange for the installation of and payment for any such facilities with the local telephone company, the local cable television company, or any other utility company, as applicable.

5. Construction Obligations. Applicant shall comply with all Construction Obligations, as those obligations are set forth in the Contingency List. The Agreement and all Associated Agreements are contingent upon acquisition of all required permits and approvals, as those permits and approvals are set forth in the Contingency List.
6. Estimated Construction Cost.
 - a. In General. The estimated cost of all facilities necessary to construct and install the On-Site Distribution Extension is calculated in accordance with the Policy and the Tariff (the “Estimated Construction Cost”). The Estimated Construction Cost may include, without limitation, the estimated cost of all materials, labor, rights-of-way, trench and backfill in non-rock conditions or in known rock conditions, permitting, and tree trimming, together with all incidental and overhead expenses connected therewith. “Trench and backfill in rock conditions” shall include any construction activities that require the use of special construction techniques or special equipment.
 - b. Special Provisions for Reinforcement. Where Distribution Reinforcement is required for serving an existing customer’s electric service from Company, Company shall make such Distribution Reinforcement as follows:
 - i. for a Residential or Small Commercial Customer that receives service under a rate schedule which is not based on Kilowatt Demand, relating to the Customer's total load requirements, other than a High Density Load, Company may make such Reinforcements at its expense.
 - ii. For all applicants that receive service under a rate schedule which is based on Kilowatt Demand other than a High Density Load, such Distribution Reinforcement shall be an Off-Site Distribution Line Extension where the Construction Costs shall include the Company’s cost to reinforce the system necessary to serve Applicant’s total load and the Construction Allowance shall be based on the difference between the Applicant’s current maximum Demand over the previous twelve (12) months and Company’s estimate of Applicant’s projected total load.

- iii. Where Distribution Reinforcement is required to serve a High Density Load Customer that in whole or in part with another High Density Load Customer causes system capacity to be exceeded or Company's facilities to be overloaded, the Customer shall be required to pay Company the necessary costs for the upgrade or Reinforcement needed to correct the condition.
- iv. Where Distribution Reinforcement is required for serving new applicants for electric service from Company, Company may make such Reinforcement as part of a new On-Site Distribution Extension or Off-Site Distribution Line Extension where the Estimated Construction Cost shall include Company's cost to reinforce the system as well as new Distribution Extension Facilities necessary to serve Applicant's total load and the Construction Allowance and Off-Site Distribution Line Extension Credit if applicable shall be applicable to the total Estimated Construction Cost.
- v. For conversion from single-phase to three-phase service and all other classes of service with Kilowatt Demand based distribution portion Construction Allowances, any required Reinforcement shall generally recognize the Construction Cost, Construction Allowance, and Off-Site Distribution Line Extension Credit if applicable for the applicant's additional load and applicant's Construction Payment provisions of the Policy in accordance with individual agreements between the applicant and Company based upon the amount, character, and permanency of the load. For purposes of this section, all Reinforcement for land development shall be considered non-residential and the land developer shall be responsible for Reinforcement costs.
- c. Special cost calculation considerations affecting the total Estimated Construction Cost, including for any Reinforcement, Excess Facilities, ATO/MTO Dual Feeders, and Uneconomic Extensions may be included in the Cost Estimate Worksheet, and additional terms and conditions are provided in the Policy and the Tariff.

Line	Category	Addendum Needed?	Estimated Cost
1	Standardized Per Lot Construction Costs (0 x \$2,511.00)		\$0.00
2	Cost Estimate Worksheet for Non-Standard Lot Construction	Yes ☐ No ☐	\$231,761.61
3	ESTIMATED CONSTRUCTION COST (Sum of Lines 1 & 2)		\$231,761.61

7. Calculation of Construction Allowance and Street Lighting Construction Allowance.

- a. Construction Allowance. The terms for the award of the Construction Allowance, if applicable, are as provided for by this Agreement, the Associated Agreements, the Policy, and the Tariff. The Construction Allowance is calculated on a per customer or per kilowatt demand basis, and such amounts for each of the various classes of service are listed in the Policy on the sheets entitled Construction Allowance by Service Class. The Construction Allowance shall be applicable to applicants receiving service under a Standby service schedule and shall be applicable up to the Distribution Capacity, as set forth in the applicable Electric Standby Service Agreement. **The Construction Allowance is not available if Indeterminate Service or Temporary Service is designated** (see Section 1 above).

To the extent applicable, the calculation of the Construction Allowance is as follows:

A	B	C	D	E	F
Line	Service Class and Rate Schedule	Number of Meters	Total Amount of Kilowatt Demand	Construction Allowance	Amount
Residential – On-Site Distribution					
1	Schedules R, RE-TOU			\$1,070	\$0.00
2	Schedules RD, RD-TDR			\$260/kW	\$0.00
Commercial and Industrial – On-Site Distribution					
3	Schedules C, NMTR			\$1,380	\$0.00
4	Schedules SGL, SEV			\$350/kW	\$0.00
5	Schedules SG, SST, STOU, SPVTOU, SG-CPP			\$350/kW	\$0.00
6	Schedules PG, PST, PTOU, PG-CPP			\$220/kW	\$0.00
7	CONSTRUCTION ALLOWANCE (Sum of Lines 1 – 5)				\$0.00

To the extent there is excess Construction Allowance arising out of and pursuant to this Agreement, such excess Construction Allowance may be applied to an associated Off-Site Distribution Line Extension Agreement, as set forth therein, provided that such Off-Site Distribution Line Extension Agreement is entered into by and between the same Parties as this Agreement and for the purpose of effectuating the same Service as contemplated hereunder. In no event shall the total amount credited to Applicant exceed the total Construction Payment made by Applicant.

- b. Street Lighting Construction Allowance. To the extent applicable, the calculation of the Street Lighting Construction Allowance for this Agreement is listed below. The Street Lighting Construction Allowance is not available if Indeterminate Service or Temporary Service is designated (see Section 1 above).

A	B	C	D	E
Line	Service Class and Rate Schedule	Number of Point(s) of Delivery or Lighting Unit(s), as applicable	Construction Allowance	Amount
1	Schedules TSL, MSL, MI		\$1,080	\$0.00
2	Schedules RAL, CAL, PLL, SL, SSL, SLU	32	☒ Lighting Equipment: <u>\$770</u> ☐ Distribution System: <u>\$80</u>	\$24,640.00 \$0.00
3	Schedules COL, ESL		Distribution System: <u>\$80</u>	\$0.00
4	STREET LIGHTING CONSTRUCTION ALLOWANCE (Sum of Lines 1 – 3)			\$24,640.00

8. Construction Payment.

- a. Permanent Service. If the On-Site Distribution Extension is designated to provide Permanent Service (see Section 1 above), then Applicant shall pay to Company as a Construction Payment an amount equal

to the Estimated Construction Cost (as set forth in 6 above), less the Construction Allowance and, as applicable, the Street Lighting Construction Allowance (as set forth in Section 7 above), such payment amount subject to Company's approval, not to be unreasonably withheld.

- b. Indeterminate Service. If the On-Site Distribution Extension is designated to provide Indeterminate Service (see Section 1 above), then Applicant shall pay to Company as a Construction Payment an amount equal to the Estimated Construction Cost (as set forth in Section 6 above), such payment amount subject to Company's approval, not to be unreasonably withheld.
- c. Temporary Service. If the On-Site Distribution Extension is designated to provide Temporary Service (see Section 1 above), then Applicant shall pay to Company as a Construction Payment an amount equal to the estimated cost of installing and removing all necessary overhead or underground electric On-Site Distribution Extension facilities, such payment amount subject to Company's approval, not to be unreasonably withheld.
- d. Calculation of Construction Payment. The Construction Payment under this Agreement is calculated as follows:

Line	Category	Amount
1	Estimated Construction Cost (see Section 6 above)	\$231,761.61
2	Construction Allowance (see Section 7 above)	\$0.00
3	Line 1 minus Line 2 (If value is a negative number, such amount may qualify as an excess Construction Allowance applicable to an associated Off-Site Distribution Line Extension Agreement.)	\$ 231,761.61
4	As applicable, the Street Lighting Construction Allowance (see Section 7 above)	\$24,640.00
5	Line 3 minus Line 4: TOTAL CONSTRUCTION PAYMENT (If value is a negative number, enter \$0)	\$ 207,121.61

- e. **For non-Governmental Entities** (see Section 2 above). Payment of the Construction Payment shall be made within sixty (60) days of the Contract Origination Date. The Construction Payment shall be non-refundable to Applicant as of the date that construction commences on the On-Site Distribution Extension.
- f. **For Governmental Entities** (see Section 2 above). To the extent allowable by law, payment may be made in accordance with Section 8.e or governmental Applicant may elect to have Company advance the Construction Payment for the duration of the construction period as follows: Company shall charge the governmental Applicant interest applied to the Construction Payment amount for the applicable construction period at the Company's Allowance For Funds Used During Construction (AFUDC) rate. Company shall bill Applicant for the Construction Costs and the interest within thirty (30) days after the Extension Completion Date. Applicant shall pay Company within ninety (90) days after the Extension Completion Date.
9. Surcharges. Surcharges in excess of the Construction Payment may be assessed for items not otherwise accounted for or incorporated into the original On-Site Distribution Extension or Construction Payment, including without limitation any Applicant-associated delays; obstructions; permit fees; or any special item required to meet construction conditions, including but not limited to Frost Conditions and rock conditions. Company shall separately invoice Applicant for any surcharges as a non-refundable contribution in aid of construction or in accordance with the terms of any separate ancillary agreement, and such invoice shall be paid by Applicant no later than thirty (30) days following the invoice date.

10. Construction in Frost Conditions. Applicant [☒ **authorizes** / ☐ **does not authorize**] Company to perform construction activities in Frost Conditions.

For the purpose of this Agreement, “Frost Conditions” exist if ground frost conditions deeper than six (6) inches are encountered at the time of installation of the Distribution Extension Facilities. Applicant is encouraged to have a representative present during Company’s trenching operation to confirm frost depth.

If Applicant authorizes Company to perform construction activities in Frost Conditions, then Applicant agrees to pay, as applicable, the Frost Condition Fees, Ground Thawing Fees, or additional fees, as set forth in the Frost and Ground Thawing Agreement, which shall be incorporated herein by reference.

If Applicant does not authorize Company to perform construction activities in Frost Conditions, then Applicant acknowledges that Applicant’s project may be delayed until Frost Conditions have ceased and there is no further chance of encountering frost.

11. Circumstances Requiring a New Agreement. If Company reasonably determines that design changes made either prior to construction or in the field exceed the scope of this Agreement, this Agreement shall be terminated and a new agreement may be entered into in accordance with the new project scope. If and only if a new agreement is executed by the Parties for a replacement project, any amounts already paid by Applicant as a Construction Payment, may, at Company’s sole reasonable discretion, be either refunded to Applicant or carried over and netted against any newly calculated Construction Payment, less reasonable charges to account for the project scope change.

12. Right-of-Way Agreement. Applicant agrees to execute Company’s standard right-of-way agreement granting, free of charge to Company, any rights-of-way upon, over, or under Applicant’s property that may be required for Company to provide Service hereunder; and to obtain from other persons or entities as may be required such other rights-of-way, free of charge and on terms satisfactory to Company. Applicant acknowledges that Company’s ability to perform under this Agreement is contingent upon obtaining any and all rights-of-way from Applicant and from other persons or entities, as necessary. The obligation to obtain the necessary rights-of-way is solely and ultimately the obligation of Applicant, and Company shall not be required to expend more than commercially reasonable efforts to assist Applicant in the acquisition of any third-party rights-of-way. All necessary rights-of-way must be provided to Company at least ten (10) days prior to the commencement of construction.

13. Conditions to Company Work Order, Scheduling, and Construction Commencement. The Parties acknowledge that Company shall not be obligated to issue a work order, release for scheduling, or commence construction of the On-Site Distribution Extension unless and until the following requirements have been satisfied:

- a. execution by Applicant of this Agreement and all Associated Agreements, and of any other Exhibits and ancillary agreements, as applicable;
- b. receipt by Company of the applicable Construction Payment(s) under this Agreement, under all Associated Agreements, and under any ancillary agreements;
- c. receipt of one-line diagrams, load information, plats and any other information required by Company to calculate Company’s estimate of Applicant’s load and to determine the appropriate facilities necessary under this Agreement, the Associated Agreements, and any ancillary agreements;
- d. receipt of confirmation from Applicant that Applicant has satisfied all Construction Obligations as set forth in Section 5 above, and in the Contingency List, such obligations subject to Company’s approval, with such approval not to be unreasonably withheld.

Upon the acceptance of the terms and conditions of this Agreement, Applicant must return all applicable documents to Public Service Company of Colorado, at the address provided on the signature page of this Agreement.

14. Estimated Installation Timeframes.

- a. Time to Accept Agreement. The Estimated Construction Cost and Construction Payment set forth herein shall be effective for sixty (60) days from the Contract Origination Date. Should Applicant fail to execute and return this Agreement to Company and pay the Construction Payment within those sixty (60) days, Company's offer shall be deemed revoked and Applicant may request that Company re-calculate the Estimated Construction Cost and Construction Payment. Notwithstanding the foregoing, the Parties may agree to extend the time period for Applicant to execute the Agreement on a date subsequent to the sixty (60)-day period, such extension period not to exceed ninety (90) days from the Contract Origination Date.
- b. Time to Complete Conditions. If Applicant fails to satisfy all conditions identified in Sections 5, 12, and 13 within sixty (60) days of Applicant's execution of the Agreement, Company reserves the right to re-calculate the Estimated Construction Cost and Construction Payment, and this Agreement may be terminated and may be replaced with a new agreement. Notwithstanding the foregoing, the sixty (60)-day period to complete the conditions identified in this subsection shall be tolled during any winter or other construction moratorium period implemented by a jurisdictional governmental entity.
- c. Estimated Time to Complete Construction. Applicant shall be notified of which week construction is scheduled to begin. Company shall make all reasonable efforts to complete construction within one hundred twenty (120) days under normal circumstances and conditions. The one hundred twenty (120)-day construction period shall not commence until Company certifies that Applicant has complied with all conditions identified in Sections 5, 12, and 13 ("Company Certification"). Notwithstanding the foregoing, the one hundred twenty (120)-day period to complete construction shall be tolled during any winter or other construction moratorium period implemented by a jurisdictional governmental entity, emergency system condition, extreme weather event, period of construction delay attributable to Frost Conditions, rock conditions, or other unanticipated construction condition, or unanticipated scheduling conflicts.

Any portion of this On-Site Distribution Extension that is not completed in a normal manner, that is, by following accepted construction practices, within one hundred twenty (120) days after the Company Certification, shall be struck from this Agreement, and the Construction Payment shall be updated accordingly.

If the failure to complete construction within the one hundred twenty (120) day construction period is caused solely by Company, the uncompleted portion of the On-Site Distribution Extension shall not be struck from this Agreement; Applicant's Construction Payment shall become interest bearing; and Company shall pay interest to Applicant at the rate Company currently pays on residential security deposits. Notwithstanding the foregoing, Company shall not be required to pay interest to Applicant if Company's performance under this Agreement is delayed on account of circumstances that are outside of Company's reasonable control, including without limitation, construction moratoria; emergency system conditions; extreme weather events; periods of construction delay attributable to Frost Conditions, rock conditions, or other unanticipated construction condition; or unanticipated scheduling conflicts.

- d. Status Updates on Construction Progress. Company shall provide periodic status updates to Applicant throughout the construction process and shall promptly notify Applicant if Company is reasonably certain that Company will require an extension of the estimated installation timeframe. Applicant may direct any questions regarding the status of the On-Site Distribution Extension to Company by contacting the Company representative by telephone or e-mail.
15. Ownership. The facilities constructed under the terms of this Agreement on the electric supply side of the Point of Delivery shall be, at all times, the property of Company. The Point of Delivery is the point where Company's electric facilities are first connected to the electric facilities of the customer. The location of the Point of Delivery will be determined by Company in accordance with standard practice or as individual circumstances may dictate as set forth in the Xcel Energy Standard for Installation and Use.

16. Lien Waiver Prohibited. Applicant acknowledges that the Tariff prohibits Company from accepting payment with any sort of lien waiver. Accordingly, Applicant agrees that any attempt to create a lien waiver in such manner (including by any printed or stamped lien waiver on a check) shall be ineffective and void.
17. Insurance. Applicant shall purchase and maintain such insurance as shall protect Applicant and Company from claims that may in any way arise out of or be in any manner connected with the performance of the Agreement, whether such claims arise out of the act or failure to act of Applicant, Company, their respective contractors or subcontractors, or of the direct or indirect delegate, appointee, or employee of either.
18. Indemnification. **This Section 18 applies only if Applicant is not a Governmental Entity.** Each Party (the “Indemnifying Party”) shall indemnify, defend, save, and hold harmless the other Party, its affiliates, and their respective directors, officers, employees, contractors, representatives and agents (each an “Indemnified Party”) from any and all claims, demands, liabilities, damages, losses, actions, suits or judgments, fines, penalties, costs and expenses (including, without limitation, court costs, expert witness fees, and attorneys’ fees) (collectively, “Losses”) resulting from an injury to person or persons (including death) or damage to property arising out of or related to this Agreement to the extent caused by: a default under, or a failure to perform in accordance with the terms of, this Agreement by the Indemnifying Party; a violation or alleged violation of applicable laws by the Indemnifying Party; or the negligence, intentional acts or omissions, or other misconduct of the directors, officers, employees, contractors, representatives, agents or other person or entity acting on behalf of the Indemnifying Party. Applicant shall indemnify, defend, and hold Company harmless from and against all Losses arising out of or related to environmental conditions at the project site or the on-site or off-site management, transportation, storage, disposal, or exacerbation of contaminated soils, water, groundwater, or vapors encountered by Company at the project site. In respect of an indemnity obligation of a Party hereunder resulting from an injury to person or persons (including death) or damage to property, no Party shall be liable hereunder for an amount greater than that represented by the degree or percentage of the negligence or fault attributable to such Party that produced the injury or damage giving rise to indemnity obligation.
- The Parties agree that the foregoing indemnity obligations shall be in addition to any insurance obligations herein and shall not be limited in any way by the amount of any insurance required hereunder. Further, these indemnity obligations shall not be construed to relieve any insurer of its obligation to pay claims consistent with the provisions of a valid insurance policy. Nothing in this Section shall enlarge or relieve either Party of any liability or obligations to the other for any breach of this Agreement.
19. Limitation of Liability. Neither Party shall be liable to the other Party for any special, incidental, indirect, punitive, or consequential loss or damage whether or not such loss or damage is caused by the fault or negligence of the Party, its employees, agents, or subcontractors. This exclusion of liability for special, incidental, punitive, or consequential loss or damage applies to loss of profits or revenue, costs of capital, loss of use of equipment or facilities, cost of purchased or replacement power or claims of customers due to loss of service. This exclusion does not apply to indemnification claims arising out Section 18 above, or if the Agreement is terminated for default pursuant to the Agreement.
20. No Partnership or Agency. This Agreement shall not be interpreted to create an association, joint venture, or partnership between the Parties nor to impose any partnership obligation or liability upon either Party. Except as specifically provided for in this Agreement to the contrary, neither Party shall have any right, power, or authority to enter into any agreement or undertaking for, or act on behalf of, or to act as an agent or representative of, the other Party. In no way is this Agreement, or Company’s actions pursuant to this Agreement, to be construed to deem Company an agent of Applicant in any manner whatsoever.
21. Assignment. Applicant may not assign this Agreement without the prior written consent of Company.
22. Governing Law. The interpretation and performance of this Agreement and each of its provisions will be governed and construed in accordance with the laws of the State of Colorado, exclusive of conflict of laws principles. The Parties submit to the exclusive jurisdiction of the state courts of the State of Colorado, and venue is hereby stipulated as Denver or such other city as mutually agreed to by the Parties.

23. Exhibits. The Exhibits to this Agreement are hereby incorporated in this Agreement by reference and constitute a part of this Agreement.
24. Merger. This Agreement and the exhibits attached hereto, constitute the entire agreement between the Parties relating to the subject matter herein. There are no other provisions, terms, or conditions to this Agreement, whether written or oral, and all prior or contemporaneous agreements with respect to the subject matter herein are superseded by this Agreement.
25. Binding Effect. This Agreement is binding upon and shall inure to the benefit of the Parties hereto and their respective successors, legal representatives, and assigns.
26. Third Party Beneficiaries. No provision of this Agreement shall in any way inure to the benefit of any third person so as to make any such person a third party beneficiary of this Agreement.
27. Severability. In the event any words, phrases, clauses, sentences, or other provisions hereof are invalid or violate any applicable law, such offending provision(s) shall be ineffective to the extent of such violation without invalidating the remainder of this Agreement, and the remaining provisions of this Agreement shall be construed consistent with the intent of the Parties hereto as closely as possible, and this Agreement, as reformed, shall be valid, enforceable, and in full force and effect.
28. Headings. The headings of Sections of this Agreement are for guidance and convenience of reference only and will not limit or otherwise affect any of the terms or provisions of this Agreement.
29. Counterparts. This Agreement may be executed in counterparts and each executed counterpart will have the same force and effect as an original instrument.
30. Amendment. This Agreement may not be amended except by written agreement between the Parties.
31. Term and Termination. This Agreement is effective on the Parties as of later of the Contract Origination Date or the date upon which both Parties execute the Agreement, and will terminate upon notice by Company to Applicant that (a) Applicant has failed to fulfill a condition precedent to Company's work as set forth in this Agreement; or (b) the Parties have satisfied all obligations as set forth in this Agreement. Sections 3, 15, 16, 17, 18, 19, 21, 22, 23, 24, 25, 26, 29, 30, and 31 of this Agreement shall survive the termination of this Agreement.

[SIGNATURE PAGE FOLLOWS]

Applicant has reviewed and approved the terms and conditions of this On-Site Distribution Extension Agreement (Electric) and accepts the cost of the Construction Payment of \$ 207,121.61 as calculated in Section 8. Applicant understands additional charges may arise in accordance with the Policy, Tariff, and Agreement. Applicant will send to Company an original signed copy of this Agreement together with any applicable ancillary agreements, Associated Agreements, or documents, as applicable.

Contract Origination Date: April 18, 2024

IN WITNESS WHEREOF, duly authorized representatives of the Parties have executed this On-Site Distribution Extension Agreement (Electric).

Planner Name: Samantha Wakefield	Customer Phone: 970-665-6550
Planner Title: Planner Thereafter	Customer Email: CSPAULDING@RIFLE.ORG
Mailing Address: 1995 Howard Ave Rifle, CO 81650	Mailing Address: 202 RAILROAD AVE
City, State Zip: Rifle, CO 81650	City, State Zip: RIFLE, CO 81650-2218

XCEL ENERGY SIGNATURE	CUSTOMER SIGNATURE
Public Service Company of Colorado	Legal Entity Name (if applicable):
By:  Digitally signed by Sarah Darricau Date: 2024.04.19 15:06:46 -06'00'	Authorized Signer (see signing options below*): <i>Click to Sign is not available</i> <i>Signing Option 2 (Signature below)</i> By:
Printed Name: Sarah Darricau	Printed Name:
Title: Manager, New Business Design	Title (if applicable):
Date: 04/19/2024	Date:

* **Signing Option 1: "Click to Sign" not available due to software incompatibility**

Signing Option 2: Add Electronic Signature and return by e-mail **OR** print, sign, scan and return by e-mail **OR** print and sign and return by mail.

[SIGNATURE PAGE TO ON-SITE DISTRIBUTION EXTENSION AGREEMENT (ELECTRIC)]

CUSTOMER PROVIDED SERVICE LATERAL TRENCH AGREEMENT

PUBLIC SERVICE COMPANY OF COLORADO, a Colorado corporation, d/b/a XCEL ENERGY and CITY OF RIFLE, the applicant, agree to the following in order to provide utility service to: RAILROAD 5TH-9TH, RIFLE.

The customer, or his agent, will dig and prepare a trench, which will be utilized by Xcel Energy to install gas and/or electric facilities in accordance to specifications provided by Xcel Energy. This work will be performed independently from Xcel Energy. The customer will not be subcontracting for or acting as a contractor for Xcel Energy. This policy will apply where the customer is the landowner and occupant and the type of service is:

- ☒ Electric Underground Service Lateral Installation
☐ Natural Gas Service Pipe Installation

An Xcel Energy representative will determine the proposed route and termination points of the trench line and provide temporary markings of the location with stakes or paint.

The customer will be responsible for compensating Xcel Energy for installation costs in accordance with existing extension policies. The customer is also responsible for compensating Xcel Energy for costs associated with delays or additional work performed by Xcel Energy to correct any deficiencies caused by the customer's failure to comply with the applicable specifications provided.

The customer will be responsible for any and all damages to Xcel Energy facilities or any other utility caused by the customer or by the customer's agent during excavation or backfill operations.

All trench and backfill costs will be born by the customer, or his agent, and the customer/agent will be responsible for any trench failure and liability that may occur.

Planner Name: Samantha Wakefield	Customer Phone: 970-665-6550
Planner Title: Planner Thereafter	Customer Email: CSPAULDING@RIFLE.ORG
Mailing Address: 1995 Howard Ave Rifle, CO 81650	Mailing Address: 202 RAILROAD AVE
City, State Zip: Rifle, CO 81650	City, State Zip: RIFLE, CO 81650-2218

XCEL ENERGY SIGNATURE	CUSTOMER SIGNATURE
Public Service Company of Colorado	Legal Entity Name (if applicable):
By:	Authorized Signer (see signing options below*): Click to Sign is not ☐ ilable Signing Option 2 (Signature below) By:
Printed Name:	Printed Name:
Title:	Title (if applicable):
Date:	Date:

* **Signing Option 1: "Click to Sign" not available due to software incompatibility**

Signing Option 2: Add Electronic Signature and return by e-mail **OR** print, sign, scan and return by e-mail **OR** print and sign and return by mail.

GENERAL RESPONSIBILITIES

The customer will provide the entire trench on the customer's property from the approved meter location to the property line. It is recommended to trench up to within 3' of an existing gas and/or electric distribution source and then hand dig the remaining distance to the source when the gas or electric source is located within the property. Note: Prior to hand digging the last 3 ft. to the gas distribution source, the Customer is required to notify the Company so a qualified person is on site to direct and observe the excavation over the existing gas piping.

The bottom of the trench is to provide uniform support for the entire length of the gas or electric facility. The floor of the trench is to be undisturbed firm soil, free of rocks, with a consistent depth to uniformly support the gas and/or electric facilities. When rocky conditions exist, the customer will add 6" of select backfill to the floor of the trench as padding material. (CAUTION: the trench may need to be excavated an additional 4" by the customer to meet depth requirements.) The customer is to provide acceptable backfill or select fill (soil free of rocks and construction debris). Customer is required to have personnel and equipment on site at the time of installation to provide necessary lifts of select fill to accommodate the installation of all utilities in the trench per PSC standards. Frozen backfill will not be utilized.

Where there is more than fifteen (15) degrees slope on the trench line, the customer is to furnish an eight (8) foot wide flat bench.

The customer is responsible for obtaining all necessary utility locates before excavation begins. Xcel Energy and/or The Locate Center will not locate any customer owned utilities prior to construction.

The customer will be responsible to provide all necessary property pins and staking for the excavation.

Water, sewer, and other utilities, with the exception of joint trench installations, shall be installed prior to the gas and/or electric facilities. These utilities shall clear the outer edge of all electrical equipment by twelve (12) inches.

The foundation of the structure being served must be completed and backfilled. The distribution installation route must be within 6" (+/- 6") of final grade and free from obstructions.

The customer will provide a minimum of 3 working days notification for installation.

After excavation of the trench, the customer will contact Xcel Energy and obtain approval for facility installation. If the customer-dug trench does not meet the requirements, the customer will be notified of what specifications still need to be met. If Xcel Energy is required to move a crew more than once due to conditions caused by the customer, the customer will be charged a move-off move-on fee to be determined by local management.

The customer is to complete the backfill of the trench within 48 hours of the installation of Xcel Energy facilities. If the trench is not completely backfilled within 48 hours, Xcel Energy will backfill the trench and charge the customer the current costs but the customer will remain responsible for any future trench failures. An Xcel Energy gas employee must be present to witness the first lift of backfill over a gas service in both sole trench and joint trench situations.

The customer will provide adequate compaction to prevent excessive settling. If the cable and/or pipe are damaged during the backfill/compaction operations by the customer, the customer is responsible for actual repair costs.

If, in Xcel Energy's opinion, maintenance is required on the customer provided trench to protect the cable or pipe (due to grade change, settling of backfill, ditch washout, etc.), Xcel Energy will notify the customer that work is required and it will be the customers responsibility to perform this work. If work is not completed within 48 hours, Xcel Energy will perform the necessary work and charge the customer accordingly.

PLEASE NOTE: *Propane lines and customer owned conductor is not allowed in the same trench with Public Service Company facilities. Upon discovery of this condition, the customer is responsible for the relocation of their facilities.*

Only Public Utilities such as Cable TV and Telephone Companies that have a Joint Use Agreement and are located by the UNCC One Call System are allowed in this trench.

SOLE GAS TRENCH

Customer may trench no closer than 3 feet of an existing gas facility. The trench must be sufficiently deep to provide minimum cover of 24" over Xcel Energy facilities. Maximum depth is 4'. Minimum trench width is 8"; maximum trench width is 24", although actual width is dependent upon the pipe diameter. The Xcel Energy Representative will determine the depth and width required.

Qualified Xcel Energy personnel will provide and install the gas pipe and riser, tap the main, tie-in the service and shall inspect the first 4" to 8" of shading to cover the gas pipe. The customer will complete the backfill process.

SOLE ELECTRIC TRENCH

The trench must be sufficiently deep to provide minimum cover of 24" for service laterals. The minimum trench width is 8", maximum width is 24".

Xcel Energy will expose the existing electric source, provide and install the electric service, and assist in installing the first 4" to 8" of shading to cover the electric service. The customer will complete the backfill process.

JOINT GAS AND ELECTRIC TRENCH

The trench designed for vertical separation is the preferred Xcel Energy construction method. The trench must be sufficiently deep to provide minimum cover of 36" plus gas diameter to final grade. Trench width is approximately 18" minimum, 24" maximum. The Xcel Energy Representative will determine the depth and width required. Xcel Energy will provide and install the electric and gas service as needed. The customer will complete the backfill process and compaction process in 1-foot lifts. A qualified Xcel Energy employee will inspect the first lift of the backfill process.

NOTE: Customer is responsible for having equipment and manpower available on site during construction to coordinate the backfill process with Xcel Energy crews.

CONTINGENCY LIST

*CUSTOMER:	CITY OF RIFLE
ADDRESS:	RAILROAD 5TH-9TH
CITY:	RIFLE
DESIGN NO:	1168038
SN:	14413574

Public Service Company of Colorado d/b/a Xcel Energy (the “Company”) has completed the engineering design and cost estimate for your electric and/or gas distribution request. The Company will install the facilities as shown in the attached engineering sketch(es), when all contractual obligations and customer-supplied conditions are met. The specified conditions listed below were used to determine the most effective design to meet your request. If, for any reason this design does not meet your request as intended, please review with the Company’s Engineering personnel. Engineering will discuss any possible revision and will expedite any necessary revised costs in order to meet your schedule as planned. (Please be aware that additional estimates may be subject to re-engineering charges.) The Company looks forward to completing the installation of these facilities for you and providing for any future needs you may have.

1. Disclaimer. Company shall not be responsible for the repair or replacement costs resulting from damage to items that are not marked prior to Company’s commencement of construction.
2. Construction Obligations. To the extent applicable, Customer shall confirm to Company, and Company shall certify, that the following construction obligations have been met prior to Company commencing construction on the project.
 - ❖ Customer must install curb and gutter prior to installation of electric and/or gas distribution facilities.
 - ❖ When construction consists of five (5) sites or fewer, all sites must be ready. For projects with more than five (5) sites, approximately fifty (50) percent of the sites must be ready.
 - ❖ As determined by Company, required property pins, necessary curve points, easements, proposed structures, and facility equipment locations must be staked and visible in the field.
 - ❖ ☐ If checked, Customer has agreed to install sleeves at crossings.
 - ❖ Water line, sewer lines septic systems, leach fields, and any other underground obstruction must be staked, flagged, and installed prior to Company gas and/or electric construction.
 - ❖ Transformers, switch cabinet locations, pedestals, gas regulator stations, meter installations, and other surface mounted equipment must be exact final grade. All other street/easements/service lateral routes must be within plus or minus six (6) inches of final grade.
 - ❖ Pouring/paving of driveways and landscaping must be delayed until after installation of facilities (services excluded).
 - ❖ Where existing slopes prohibit trenching, Customer must provide temporary grade for trenching equipment.
 - ❖ Construction route must be clear of all obstructions.
 - Construction material must be cleared from route.
 - Temporary trailers, buildings, and other obstacles must be moved.
 - Company will trim/clear trees along the construction route. Subject to Company’s approval, if Customer elects to trim/clear the trees on Customer’s own property, \$ 0.00 will be deducted.
 - ❖ All roof drains must be directed away from Company equipment in a manner that prevents damage or settling of facilities, or both.
 - ❖ If transformers, switch cabinets, or gas meters require bumper protection, Customer must install protection at Customer’s sole cost. Customer must contact design engineer for bumper protection clearance requirements.
 - ❖ If Customer knows or suspects contaminants are present on the property where Company may be working, Customer must disclose its knowledge or suspicion to Company prior to Company commencing construction. If there are known contaminants on the subject property, Customer/developer/owner must remove the contaminants to any impacted soils or groundwater prior to Company commencing construction. If, prior to or during Company construction, contaminants are encountered that were previously unknown, all work will be stopped until Customer

remediates the site to ensure Company's crews are working in non-contaminated soils and that all facilities are located upon or buried in non-contaminated soils. The Company may, in its sole discretion, agree to other appropriate alternatives to these remediation requirements that are protective of worker and public safety and that protect the Company from incurring environmental liabilities.

- ❖ The Customer/developer/owner shall comply with all applicable federal, state, and local laws, regulations, and ordinances ("Environmental Laws") regarding environmental contamination, including without limitation any Environmental Laws pertaining to soil and/or debris excavated from the property that is contaminated with hazardous substances, hazardous or solid wastes, petroleum, or other similar regulated materials. Company shall not be liable or responsible for environmental conditions at or near the Project site, and Customer shall be responsible for environmental conditions and costs of properly managing any impacted media including, but not limited to, soils or groundwater. The Customer/developer/owner shall be responsible for any additional costs arising out of pre-existing contamination on the property, including but not limited to: (a) Company exacerbating pre-existing conditions; and/or (b) Company's adoption of greater or different procedures for utility installation than its standard business practice when dealing with clean, uncontaminated soils.
- ❖ Customer will be responsible for replacing existing sod, shrubs, trees, etc., and for repairing existing paving, at no cost to Company.
- ❖ Customer must ensure that all Company facilities meet all local setback and zoning requirements, and remain accessible at all times for routine maintenance purposes.
- ❖ All areas of the door sides of transformers and/or switch cabinets must remain clear of obstructions for ten (10) feet minimum distance at all times for maintenance purposes.
- ❖ With regard to meters and service laterals:
 - The permanent address must be attached to the building before the permanent meter will be set.
 - Multiple unit structures must have each meter housing and fuel line, as applicable, permanently identified before the meter will be set.
 - Multiple unit structures with banked metering require separate trenches for any Customer-owned facilities.
 - No Customer-owned facilities will be allowed in any easement granted by the property owner to Company.
 - Customer is responsible to provide required clearances for all electric and gas metering equipment in accordance with the Xcel Energy Standard for Electric Installation and Use and applicable laws, regulations, and standards as determined by the Company.
 - Company will install all residential underground electric services in accordance with Company's Electric Extension Standards.
 - All commercial electric underground services, complete to transformer, pedestal, or terminal pole shall be installed, owned, and maintained by Customer in accordance with Company's Electric Extension Standards.
 - Adequate conduit under concrete, decks, and other obstructions shall be the responsibility of Customer.
 - Overhead to underground conversion of meters and risers, including all wiring and building repairs, shall be at Customer's cost.
 - Company will install all gas services.
 - ☐ If checked, Customer must provide a concrete pad for gas meter support at no cost to Company.

Meter Pad Dimensions: _____ long X _____ wide X _____ thick.

3. Permit Obligations. The Agreement and all Associated Agreements are contingent upon acquisition of the following permits and/or approvals:

- ☐ Town Permit
- ☐ County Permit
- ☐ State Highway Crossing Permit
- ☐ Railroad Crossing Permit
- ☐ Bureau of Land Management (BLM) Approval
- ☐ Grading and Drainage Permit
- ☐ Water Board Crossing
- ☐ Special Permit
- ☐ Corps of Engineer's Permit
- ☐ Other [Please specify.] _____



4. Trench Compaction Requirements. Company is required to provide the following trench specifications:

- ☐ Wheel Compaction _____ feet of trench
- ☐ 85% Standard Proctor Compaction _____ feet of trench
- ☐ 95% Standard Proctor Compaction _____ feet of trench
- ☐ 95% Modified Proctor Compaction _____ feet of trench
- ☐ Bore _____ feet of trench

Planner Name: Samantha Wakefield	Customer Phone: 970-665-6550
Planner Title: Planner Thereafter	Customer Email: CSPAULDING@RIFLE.ORG
Mailing Address: 1995 Howard Ave Rifle, CO 81650	Mailing Address: 202 RAILROAD AVE
City, State Zip: Rifle, CO 81650	City, State Zip: RIFLE, CO 81650-2218

Lock Agreement

CUSTOMER SIGNATURE

Legal Entity Name (if applicable):

Authorized Signer (see signing options below*):

Click to Sign is not available

Signing Option 2 (Signature below)

By:

Printed Name:

Title (if applicable):

Date:

* **Signing Option 1: "Click to Sign" not available due to software incompatibility**

Signing Option 2: Add Electronic Signature and return by e-mail **OR** print, sign, scan and return by e-mail **OR** print and

* **Confidential Information**

Customer is to return copy of signed document to your Xcel Energy Representative



CITY OF RIFLE PURCHASE REQUEST

1.	Vendor Name	NEW: W-9 attached ☐
	Xcel Energy	

2.	Vendor Address
	1995 Howard Ave
	Rifle, CO 81650

3.	For the Purchase of (description)
	Construction Services Services Associated with
	Stree Lighting Installation Railroad Ave 5th to 9th

4.	Amount Requested	Amount Budgeted	Finance Director Verified Funds Avail.
	\$207,121.61	\$250,000	

5.	Dept. Name	General Ledger Acct #
	Street Improvement Fund	201-4312-400-734

6.	Type of Purchase
	Capital Construction
	Capital Construction – Change Order
	Capital Equipment
	Plant Equipment
	Materials, supplies, non-profession/technical services (includes computer/software maint.)
	Professional Services
	x Utilities (includes equipment installation)
	Land, easements, ROW

7.	Purchasing Process Required
	Cooperative Purchasing
	Open Market
	Comparative Pricing
	Request for Proposal (attach bid tab)
	Formal Bid (attach bid tab and advertisement)
	x Single Source (attach an explanation)

8.	Authorization Required
	City Manager
	x City Council

9.	Signatures		
	Position	Signature	Date
	Department Director		
	City Manager		
	City Council Approval (meeting date)		
10.	Purchase Order # assigned by Finance		

General summary of purchasing ordinance (Section 4, Art. III)

TYPE OF CONTRACT	ESTIMATED AMOUNT	PROCESS	Purchase Order? Purchase Request?	CITY COUNCIL APPROVAL REQUIRED?
Capital Construction	< \$5,000	Open Market (informal evaluation by purchasing agent)	> \$5,000 - PO	Yes if over \$20,000 or for any amount from Capital Fund.
	\$5,000-\$20,000	Comparative Pricing (solicit quotes from 3) vendors/suppliers)	Purchase Request	
	\$20,001-\$100,000	Competitive Bid (see Code Sec 4-3-40)		
	> \$100,000	Bonded Competitive Bid		
Capital Construction Change orders	< = 10% of approved contract	When total change orders to date are < 10% - Dept Head or City Manager Approval	Purchase Request	Yes if total change orders to date are greater than 10%
	> 10% of approved contract			
Capital Equipment	< \$5,000	Open Market (informal evaluation by purchasing agent)	> \$5,000 - PO	Yes if over \$20,000 or for any amount from Capital Fund.
	\$5,000-\$20,000	Comparative Pricing (solicit quotes from 3 vendors/suppliers)	Purchase Request	
	> \$20,000	Competitive Bid (see Code Sec 4-3-40)		
Plant Equipment Replacement (purchases necessary for replacement of existing equipment that is component part of any water, wastewater, or physical plant)	< \$7,500	Open Market (informal evaluation by purchasing agent)	> \$5,000 - PO >= \$5,000 - Purchase Request	Yes if over \$75,000
	\$7,500-\$75,000	Comparative Pricing (solicit quotes from 3 vendors/suppliers)	Purchase Request	
	>\$75,000	Competitive Bid (see Code Sec 4-3-40)		
Materials, Supplies, Non- Professional Services and Technical Services (including software/hardware maintenance technical services)	< \$10,000	Open Market (informal evaluation by purchasing agent)	> \$5,000 - PO >= \$5,000 - Purchase Request	Yes if over \$20,000
	>\$10,000	Comparative Pricing (solicit quotes from 3 vendors/suppliers)	Purchase Request	
Professional Services (note- process for appointed positions such as auditor, attorney, engineer, or municipal judge to be determined by Council)	< \$25,000	Open Market (informal evaluation by purchasing agent)	All - Purchase Request	Yes if anticipated to exceed \$25,000 per year to a single vendor
	> = \$25,000	Written requests for written proposals must be sent to at least 3 firms or individuals		
Utilities including installation of equipment (purchases to secure utility services such as natural gas, electricity, local telephone, water, or sewer)	any amount	Single Source (negotiations, where appropriate, after good faith determination that only one viable source exists in relevant supply area - keep records for one year)	> \$5,000 - PO >= \$5,000 - Purchase Request	No
Real Property Interest (including easements and rights of way)	any amount	Single Source (see above)	> \$5,000 - PO >= \$5,000 - Purchase Request	Yes if over \$5,000.

ENGINEERING



TO: Patrick Waller
FROM: Craig Spaulding
DATE: May 29, 2024
RE: Approval of Excel Energy Lighting Installation

Background:

The Railroad 5th to 9th project includes streetlights along the corridor. Currently there are streetlights from I-70 to 5th and from 9th to Hwy 13 but not along Railroad 5th to 9th. The plans and grant submittals included the installation of these lights and as mentioned in the award to Martinez the cost of the lights were anticipated in the project.

Discussion:

The cost for the lighting installation from Xcel Energy is \$207,121.61 which includes the bases, luminaires, conduit, wiring and connections. When the city has purchased these lights in the past the cost per light is approximately \$4,500. Based on the construction bids, the bases and conduit cost approximately \$180k. For the city to install the 33 lights the cost would be \$330k dollars plus the cost of the meters, panels and wiring. Xcel's proposal is seen as fair and reasonable based on the analysis above.

Conclusion

The cost from Xcel is fair and reasonable and within the project's budgeted amount. Staff sees the lights as necessary for consistent lighting along the Railroad corridor and does not want to leave the least lit portion of Railroad Avenue the frontage to Rifle Middle School.



Agenda Item #8.a.

Agenda Item Name:

Report to City Manager

Presenter:

Patrick Waller, Interim City Manager

Item Description:

Staff report on notable tasks completed within the individual departments.

Recommended Action:

No action necessary

Fiscal Impact:

None

Operational Impact:

None

Prior Board Motions:

None

Background Information:

None

Executive Summary:

Work Report to City Manager
05/31/2024

Notification Requirements:

None

Prepared By:

Alexis Ramirez, City Clerk

Attachments:

1. 05.31.2024 Report to City Manager

WORK REPORT TO CITY MANAGER

05.31.2024

PIO

- Continuing updates on website and social media on local issues and citizen concerns.
 - Attended webinar on Complying with the Technology Accessibility Statutes and Rules. It was excellent and provided us with a ton of resources to guide us to ADA compliance. Pat has really been taking the bull by the horns on this and we are developing a viable plan for moving forward.
 - We are incorporating an accessibility statement into our agendas and other documents.
- Thank you to Alexis for translating!

ENGLISH

The City of Rifle values full inclusion and access for all of our facilities, programs, activities and services. We are pleased to provide meaningful accommodations to comply with the Americans with Disabilities Act (ADA) and reasonably provide translation, interpretation, modifications, accommodations, alternative formats, auxiliary aids, and services.

To request special assistance, call City Clerk Alexis Ramirez at 970-665-6405 or email aramirez@rifleco.org. Please allow 48 hours for your requests to be met.

SPANISH

La Ciudad de Rifle valora la plena inclusión y acceso para todas nuestras instalaciones, programas, actividades y servicios. Nos complace proporcionar alojamientos significativos para cumplir con la Ley de Estados Unidos con Discapacidades (ADA) y proporcionar razonablemente traducciones, interpretaciones, modificaciones, adaptaciones, formatos alternativos, ayudas auxiliares y servicios.

Para solicitar asistencia especial, llame a la City Clerk Alexis Ramírez al 970-665-6405 o envíe un correo electrónico a aramirez@rifleco.org. Por favor, permita 48 horas para que se atiendan sus solicitudes.

- We received a bid from a translator to translate 13 of the City's most common documents into Spanish. This has been a goal on our Strategic Plan for several years. His price was very reasonable so we will be going forward with that project.
- Participated in workshop on Towards Deep Listening: Rethinking Public Engagement through Generative AI put on by InnovateUS. This was a fascinating look at the new concept of generative listening instead of "public engagement". Interestingly, one of their points was taking in data that precedes questions. I think in small part we do this by asking our two open-ended questions on our website; "what is the city doing well" and "what could we be doing better"? We'll likely push these out through social media again soon.
- Participated in Artificial Intelligence in Local Government: Case Studies from Local Government Leaders and Innovators also from InnovateUS.
- Press release on Memorial Day closures.

COURT

- Handled 52 adult cases on May 15 court day.
- Held 09 telephone hearings with inmates in custody.
- Received \$1540.00 DOLA grant to assist with the cost of court appointed attorneys. Met with Julio Jourdane from the Office of Alternate Defense Council who oversees our court appointed attorneys. This was just an annual meeting where they see if we have had any significant changes.
- Attended meeting covering AI and the legal system. No new case law has come down since we met a few months ago. As with anything else, it seems that the key is disclosure that AI was utilized.
- Participated in Court Navigator discussion. This is a group of various court personnel who discuss any alternative approaches they have in their courts. Obviously, some of the larger jurisdictions have everything from drug court to wellness court. The advantage of these specialized court days is that the courts have resources on site to assist the defendants. Although Rifle can't offer anything similar, it does give us ideas for potentially smaller-scale programs.
- Working on updating our Rifle Model Traffic Code to mirror the 2024 Colorado Model Traffic Code.
- Beginning RFP for Associate Judge position.
- We have two jury trials set for July 11th and 12th.

PUBLIC WORKS

- Veteran's Memorial, Phase I Beautification: construction plans in progress: 30% (no change)
- CAD renderings and development of specifications of the City of Rifle Specifications Manual, in progress 15% on drawings; 95% on specifications (no change)
- Grand Mesa Water Treatment Plant Demolition - Demolition 100% complete; next step: appraisal.
- GIS: ongoing work with Utilities to map lead water service; working to correct an addressing error; mapping utility information.
- Asset Management with Limble: currently still adding assets, working mainly on the O&M facility, but soon (pushed to mid-June) to start on City Hall.

Fleet

- Normal fleet maintenance operations.
- Preparing vehicles for Spring Auction: mechanical prep taking photos week of July 2
- Street Sweeper maintenance: brush replacement, pickup vacuum system bearing replacement.

Operations & Maintenance

- Replaced valley pan at Firethorn and E. 12th Street.
- Acacia Ave drainage improvements: 100% complete
- Replaced asphalt at valley pan at Firethorn and Birch Ave.
- Drainage correction at E. 2nd and Clarkson Ave: Addition of drainage pan

- Drainage correction at E. 12th & Dogwood Ave (east connection): repair and replacement of curb return features and handicap ramps
- Alley work at 216 E. 21st street to correct drainage problems: ribbon curb, grading and valley pan

Two-week work forecast

- Pothole patching throughout the rest of this asphalt season.
- Start process for acquisition of new Vacuum Truck for C&D/O&M
- Submission of pre-bid documents for Infra-red patch machine
- Reception of new Freightliner snowplow truck