

PLANNING & DEVELOPMENT MEMORANDUM
#12-2026

DATE: April 13, 2026

TO: Honorable Mayor Meredith Leighty and City Council Members

THROUGH: Heather Geyer, City Manager *hmg*
Jason Loveland, Deputy City Manager *12*

FROM: Becky Smith, Director of Planning & Development *BS*
Eden Teklemariam, Planner II

SUBJECT: CR-66 - Comprehensive Transportation & Mobility Plan Consultant Contract

PURPOSE

To consider CR-66, a resolution approving a contract with Fehr & Peers for the development of the City of Northglenn Comprehensive Transportation & Mobility Plan.

BACKGROUND

The City of Northglenn is initiating the development of a Comprehensive Transportation & Mobility Plan (CTMP) to guide transportation investments, policies, and programs over a 15 to 35-year planning horizon.

The CTMP will serve as a unified, long-range framework that integrates existing plans and policies while advancing key City priorities, including safety, multimodal connectivity, equity, sustainability, and readiness for emerging transportation technologies. The plan will build upon previous efforts such as the Comprehensive Plan, Connect Northglenn Bicycle and Pedestrian Plan, and the Climate Action and Resilience Plan, ensuring alignment across City initiatives and regional transportation goals.

Through a data driven and community centered process, the CTMP will evaluate existing transportation conditions across all modes, including roadway, bicycle, pedestrian, transit, freight, and emerging mobility systems. The plan will identify gaps, assess future needs, and develop prioritized projects and strategies to improve mobility and accessibility throughout the city.

A strong emphasis will be placed on inclusive and accessible public engagement, ensuring that residents, stakeholders, advisory boards, and decision makers contribute to shaping the vision and recommendations of the plan.

The results of this study will strengthen the City's competitiveness for transportation funding opportunities by providing a clear, data-driven framework and a prioritized list of implementation-ready projects.

A request for proposals (RFP) was issued on Dec. 19, 2025. Three proposals were received and evaluated by staff based on the following criteria: the proposed team, experience and technical approach, project schedule, public engagement strategy, cost, and overall fit for the project. Staff has identified Fehr & Peers as having the most responsive proposal.

BUDGET/TIME IMPLICATIONS

The submitted proposals ranged from approximately \$282,864 to \$289,796, which is available in the City's 2026 Capital Improvement Program (CIP) budget of approximately \$300,000. The funding was originally budgeted in 2023; however, due to staff capacity constraints, the funds

were carried over to 2026. The proposed cost estimate received from Fehr & Peers is \$286,875, the breakdown of which is as follows:

Tasks	Cost
Task 1: Project Initiation and Management	\$48,028
Task 2: Existing Conditions Analysis	\$51,946
Task 3: Public and Stakeholder Engagement	\$44,856
Task 4: Vision, Goals, and Performance Measures	\$14,970
Task 5: Needs Assessment and Recommendations	\$45,844
Task 6: Implementation, Prioritization, and Funding Strategy	\$35,381
Task 7: Draft and Final CTMP Plan Development	\$45,850
Total Budget	\$286,875

The City will use the remaining budget under the contracted amount (\$13,125.00) to support public engagement, which will be led by City staff.

The CTMP is expected to take approximately 12–16 months to complete. A summarized scope of work outlining the major tasks, deliverables, and project phases for the CTMP is included as Attachment 2.

The consultant's proposed budget and scope, together with the City led engagement effort, are fully aligned with the CIP allocation. This approach ensures that the overall project remains within the approved budget while maintaining the intended level of effort and quality of engagement.

STAFF RECOMMENDATION

Staff recommends approval of CR-66.

STAFF REFERENCE

If Council members have any questions, please contact Becky Smith, Director of Planning & Development, at bsmith@northglenn.org or 303.450.8741.

ATTACHMENT

1. Scope of Work

CITY OF NORTHGLENN COMPREHENSIVE TRANSPORTATION & MOBILITY PLAN

SCOPE OF WORK

	2026										2027				
	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	
Task 1: Project Initiation and Management															
Task 2: Existing Conditions Analysis															
Task 3: Public and Stakeholder Engagement				DS	PO			TAC CP CC	PO			CP PO CC	DS	CC	
Task 4: Vision, Goals, and Performance Measures															
Task 5: Needs Assessment and Recommendations															
Task 6: Implementation, Prioritization, and Funding Strategy															
Task 7: Draft and Final CTMP Plan Development												Draft Plan		Final Plan	

Legend: TAC = Technical Advisory Committee | CP = Committee Presentations | PO = Public Outreach | CC = City Council | DS = Digital Survey

SPONSORED BY: MAYOR LEIGHTY

COUNCIL MEMBER'S RESOLUTION

RESOLUTION NO.

No. CR-66
Series of 2026

Series of 2026

A RESOLUTION APPROVING A PROFESSIONAL SERVICES AGREEMENT BETWEEN THE CITY OF NORTHGLENN AND FEHR & PEERS FOR THE DEVELOPMENT OF THE CITY OF NORTHGLENN COMPREHENSIVE TRANSPORTATION & MOBILITY PLAN

BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF NORTHGLENN, COLORADO THAT:

Section 1. The Professional Services Agreement between the City of Northglenn and Fehr & Peers, attached hereto, in the amount of \$286,875.00 for the development of the City of Northglenn Comprehensive Transportation & Mobility Plan is hereby approved and the Mayor is authorized to execute the same on behalf of the City of Northglenn.

DATED, at Northglenn, Colorado, this _____ day of _____, 2026.

MEREDITH LEIGHTY
Mayor

ATTEST:

JOHANNA SMALL, MMC
City Clerk

APPROVED AS TO FORM:

COREY Y. HOFFMANN
City Attorney

AGREEMENT FOR PROFESSIONAL SERVICES

THIS AGREEMENT is made and entered into this _____ day of _____, 20____, by and between the City of Northglenn, State of Colorado (hereinafter referred to as the "City") and Fehr & Peers (hereinafter referred to as "Consultant").

RECITALS:

- A. The City requires professional services.
- B. Consultant has held itself out to the City as having the requisite expertise and experience to perform the required work for the Project.

NOW, THEREFORE, it is hereby agreed for the consideration hereinafter set forth, that Consultant shall provide to the City, professional consulting services for the Project.

I. SCOPE OF SERVICES

Consultant shall furnish all labor and materials to perform the work and services required for the complete and prompt execution and performance of all duties, obligations, and responsibilities for the Project which are described or reasonably implied from **Exhibit A** which is attached hereto and incorporated herein by this reference.

II. THE CITY'S OBLIGATIONS/CONFIDENTIALITY

The City shall provide Consultant with reports and such other data as may be available to the City and reasonably required by Consultant to perform hereunder. Consultant shall be able to rely on the completeness and accuracy of such data and reports, or any other information, provided by the City. No project information shall be disclosed by Consultant to third parties without prior written consent of the City or pursuant to a lawful court order directing such disclosure. All documents provided by the City to Consultant shall be returned to the City. Consultant is authorized by the City to retain copies of such data and materials at Consultant's expense.

III. OWNERSHIP OF WORK PRODUCT

The City acknowledges that the Consultant's work product is an instrument of professional service. Nevertheless, the products prepared under this Agreement shall become the property of the City upon completion of the work.

IV. COMPENSATION

A. In consideration for the completion of the services specified herein by Consultant, the City shall pay Consultant an amount not to exceed two hundred eighty-six thousand eight hundred seventy-five dollars (\$286,875). Payment shall be made in accordance with the schedule of charges in **Exhibit B** which is attached hereto and incorporated herein by this reference. Invoices will be itemized and include hourly breakdown for all personnel and other charges. The maximum fee specified herein shall include all fees and expenses incurred by Consultant in performing all services hereunder.

B. Consultant may submit monthly or periodic statements requesting payment. Such request shall be based upon the amount and value of the work and services performed by Consultant under this Agreement except as otherwise supplemented or accompanied by such supporting data as may be required by the City.

1. All invoices, including Consultant's verified payment request, shall be submitted by Consultant to the City no later than the twenty-fourth (24th) day of each month for payment pursuant to the terms of this Agreement. In the event Consultant fails to submit any invoice on or before the twenty-fourth (24th) day of any given month, Consultant defers its right to payment pursuant to said late invoice until the twenty-fourth (24th) day of the following month.

2. Progress payments may be claimed on a monthly basis for reimbursable costs actually incurred to date as supported by detailed statements, including hourly breakdowns for all personnel and other charges. The amounts of all such monthly payments shall be paid within thirty (30) days after the timely receipt of invoice as provided by this Agreement.

C. The City has the right to ask for clarification on any Consultant invoice after receipt of the invoice by the City.

D. In the event payment for services rendered has not been made within forty-five (45) days from the receipt of the invoice for any uncontested billing, interest will accrue at the legal rate of interest. In the event payment has not been made within ninety (90) days from the receipt of the invoice for any uncontested billing, Consultant may, after giving seven (7) days written notice and without penalty or liability of any nature, suspend all work on all authorized services specified herein. In the event payment in full is not received within thirty (30) days of giving the seven (7) days written notice, Consultant may terminate this Agreement. Upon receipt of payment in full for services rendered, Consultant will continue with all authorized services.

E. Final payment shall be made within sixty (60) calendar days after all data and reports (which are suitable for reproduction and distribution by the City) required by this Agreement have been turned over to and approved by the City and upon receipt by the City of Consultant's certification that services required herein by Consultant have been fully completed in accordance with this Agreement and all data and reports for the Project.

V. COMMENCEMENT AND COMPLETION OF WORK

Within seven (7) days of receipt from the City of a Notice to Proceed, Consultant shall commence work on all its obligations as set forth in the Scope of Services or that portion of such obligations as is specified in said Notice. Except as may be changed in writing by the City, the Project shall be complete, and Consultant shall furnish the City the specified deliverables as provided in **Exhibit A**.

VI. CHANGES IN SCOPE OF SERVICES

A change in the Scope of Services shall constitute any material change or amendment of services or work which is different from or additional to the Scope of Services specified in Section I of this Agreement. No such change, including any additional compensation, shall be effective, or paid unless authorized by written amendment executed by the City. If Consultant proceeds without such written authorization, then Consultant shall be deemed to have waived any claim for additional compensation, including a claim based on the theory of unjust enrichment, quantum merit or implied contract. Except as expressly provided herein, no agent, employee, or representative of the City shall have the authority to enter into any changes or modifications, either directly or implied by a course of action, relating to the terms and scope of this Agreement.

VII. PROFESSIONAL RESPONSIBILITY

A. Consultant hereby represents that it is qualified to assume the responsibilities and render the services described herein and has all requisite corporate authority and professional licenses in good standing, required by law.

B. The work performed by Consultant shall be in accordance with the skill, care and diligence presently maintained by other practicing professional firms in the same or similar type of work in the same or similar locale and under the same or similar circumstances to that of Consultant under this Agreement ("Standard of Care").

C. Consultant shall be responsible for exercising the Standard of Care in its designs, drawings, specifications, reports, and other services furnished by Consultant under this Agreement. Consultant shall, without additional compensation, correct or resolve any errors or deficiencies in his designs, drawings, specifications, reports, and other services, which fall below the Standard of Care, and reimburse the City for construction costs caused by negligent errors and omissions which fall below the Standard of Care.

D. Approval by the City of drawings, designs, specifications, reports, and incidental work or materials furnished hereunder shall not in any way relieve Consultant of responsibility for technical adequacy of the work. Neither the City's review, approval or acceptance of, nor payment for, any of the services shall be construed to operate as a waiver of any rights under this Agreement or of any cause of action arising out of the performance of this Agreement, and Consultant shall be and remain liable in accordance with applicable performance of any of the services furnished under this Agreement.

E. The rights and remedies of the City provided for under this Agreement are in addition to any other rights and remedies provided by law.

VIII. INDEMNIFICATION

A. INDEMNIFICATION – GENERAL: The City cannot and by this Agreement does not agree to indemnify, hold harmless, exonerate or assume the defense of the Consultant or any other person or entity whatsoever, for any purpose whatsoever. Provided that the claims, demands, suits, actions or proceedings of any kind are caused by Consultant's physical activities and operations in connection with its performance of the Agreement other than its performance of professional services and are not the result of professional negligence, the Consultant, to the fullest extent permitted by law, shall defend, indemnify and hold harmless the City, its Council members, officials, officers, directors and employees from any and all claims, demands, suits, actions or proceedings of any kind or nature whatsoever, including worker's compensation claims ("General Liability Claims"), to the extent caused by the services rendered by Consultant, its employees, agents or subconsultants, or others for whom the Consultant is legally liable, under this Agreement; provided, however, that the Consultant need not indemnify or save harmless the City, its Council members, its officers, agents and employees from damages resulting from the negligence of the Council members, officials, officers, directors, agents and employees.

B. INDEMNIFICATION FOR PROFESSIONAL NEGLIGENCE: The Consultant shall, to the fullest extent permitted by law, defend, indemnify and hold harmless the City, its Council members, and any of its officials, officers, directors, and employees from and against damages, liability, losses, costs and expenses, including reasonable attorneys fees ("Claims"), but only to the extent such Claims are caused by the negligent acts, errors or omissions of the Consultant, its employees, agents or subconsultants, or others for whom the Consultant is legally liable, in the performance of professional services under this Agreement. The Consultant is not obligated under this subparagraph VIII.B. to indemnify the City for the negligent acts of the City, its Council members, or any of its officials, officers, directors, agents and employees.

C. INDEMNIFICATION – COSTS: Consultant shall, to the fullest extent permitted by law defend against, any such General Liability Claims or Claims and agrees to pay the City or reimburse the City for the defense costs incurred by the City in connection with any such General Liability Claims or Claims. However, in no event shall the cost to defend charged to Consultant exceed Consultant's proportionate percentage of fault.

D. To the extent this Agreement is subject to C.R.S. § 13-50.5-102(8), Contractor's liability under this provision shall be to the fullest extent of, but shall not exceed, that amount represented by the degree or percentage of negligence or fault attributable to Contractor, any subcontractor of Contractor, or any officer, employee, representative, or agent of Contractor or of any subcontractor of Contractor. If Contractor is providing architectural, engineering, surveying or other design services under this Agreement, the extent of Contractor's obligation to defend, indemnify and hold harmless the City may be determined only after Contractor's liability or fault has been determined by adjudication, alternative dispute resolution or otherwise resolved by mutual agreement of the Parties, as provided by C.R.S. § 13-50.5-102(8)(c).

IX. INSURANCE

A. Consultant agrees to procure and maintain, at its own cost, a policy or policies of insurance sufficient to insure against all liability, claims, demands, and other obligations assumed by Consultant pursuant to Section IX, above. Such insurance shall be in addition to any other insurance requirements imposed by this Agreement or by law. Consultant shall not be relieved of any liability, claims, demands, or other obligations assumed pursuant to Section IX, above, by reason of its failure to procure or maintain insurance, or by reason of its failure to procure or maintain insurance in sufficient amounts, durations, or types.

B. Consultant shall procure and maintain and shall cause any subcontractor of Consultant to procure and maintain, the minimum insurance coverages listed below. Such coverages shall be procured and maintained with forms and insurers acceptable to the City. All coverages shall be continuously maintained to cover all liability, claims, demands, and other obligations assumed by Consultant pursuant to Section IX, above. In the case of any claims-made policy, the necessary retroactive dates and extended reporting periods shall be procured to maintain such continuous coverage.

1. Worker's Compensation Insurance to cover obligations imposed by applicable laws for any employee engaged in the performance of work under this Contract, and Employer's Liability Insurance with minimum limits of five hundred thousand dollars (\$500,000) each incident, five hundred thousand dollars (\$500,000) disease - policy limit, and five hundred thousand dollars (\$500,000) disease - each employee.

2. Commercial general liability insurance with minimum combined single limits of one million dollars (\$1,000,000) each occurrence and two million dollars (\$2,000,000) general aggregate. The policy shall be applicable to all premises and operations. The policy shall include coverage for bodily injury, broad form property damage (including completed operations), personal injury (including coverage for contractual and employee acts), blanket contractual, products, and completed operations. The policy shall contain a severability of interests provision.

3. Professional liability insurance with minimum limits of six hundred thousand dollars (\$600,000) each claim and one million dollars (\$1,000,000) general aggregate.

C. The policy required by paragraph 2. above shall be endorsed to include the City and the City's officers, employees, and consultants as additional insureds. Every policy required above shall be primary insurance, and any insurance carried by the City, its officers, its employees, or its consultants shall be excess and not contributory insurance to that provided by Consultant. No additional insured endorsement to the policy required by paragraph 1. above shall contain any exclusion for bodily injury or property damage arising from completed operations. Consultant shall be solely responsible for any deductible losses under any policy required above.

D. The certificate of insurance provided for the City shall be completed by Consultant's insurance agent as evidence that policies providing the required coverages, conditions, and minimum limits are in full force and effect, and shall be reviewed and approved by the City prior to commencement of the Agreement. No other form of certificate shall be used. If the City is named as an additional insured on any policy which does not allow for the automatic addition of additional insureds, the Consultant's

insurance agent shall also provide a copy of all accompanying endorsements recognizing the City as an additional insured. The certificate shall identify this Agreement and shall provide that the coverages afforded under the policies shall not be cancelled, terminated or materially changed until at least thirty (30) days prior written notice has been given to the City. The completed certificate of insurance shall be sent to:

City of Northglenn
Attn: Risk Manager
11701 Community Center Drive
Northglenn, Colorado 80233-8061

E. Failure on the part of Consultant to procure or maintain policies providing the required coverages, conditions, and minimum limits shall constitute a material breach of agreement upon which the City may immediately terminate this Agreement, or at its discretion, the City may procure or renew any such policy or any extended reporting period thereto and may pay any and all premiums in connection therewith, and all monies so paid by the City shall be repaid by Consultant to the City upon demand, or the City may offset the cost of the premiums against any monies due to Consultant from the City.

F. The City reserves the right to request and receive a certified copy of any policy and any endorsement thereto.

G. The parties hereto understand and agree that the City, its officers, and its employees, are relying on, and do not waive or intend to waive by any provision of this Agreement, the monetary limitations (presently three hundred fifty thousand dollars (\$350,000) per person and nine hundred ninety thousand dollars (\$990,000) per occurrence) or any other rights, immunities, and protections provided by the Colorado Governmental Immunity Act, Colo. Rev. Stat., §§ 24-10-101, et seq., as from time to time amended, or otherwise available to the City, its officers, or its employees.

X. NON-ASSIGNABILITY

Neither this Agreement, nor any of the rights or obligations of the parties hereto, shall be assigned by either party without the written consent of the other.

XI. TERMINATION

This Agreement shall terminate at such time as the work in Section I is completed and the requirements of this Agreement are satisfied, or upon the City's providing Consultant with seven (7) days advance written notice, whichever occurs first. In the event the Agreement is terminated by the City's issuance of said written notice of intent to terminate, the City shall pay Consultant for all work previously authorized and completed prior to the date of termination. If, however, Consultant has substantially or materially breached the standards and terms of this Agreement, the City shall have any remedy or right of set-off available at law and equity. If the Agreement is terminated for any reason other than cause prior to completion of the Project, any use of documents by the City thereafter shall be at the City's sole risk, unless otherwise consented to by Consultant.

XII. CONFLICT OF INTEREST

The Consultant shall disclose any personal or private interest related to property or business within the City. Upon disclosure of any such personal or private interest, the City shall determine if the interest constitutes a conflict of interest. If the City determines that a conflict of interest exists, the City may treat such conflict of interest as a default and terminate this Agreement.

XIII. VENUE

This Agreement shall be governed by the laws of the State of Colorado, and any legal action concerning the provisions hereof shall be brought in the County of Adams, State of Colorado.

XIV. INDEPENDENT CONTRACTOR

Consultant is an independent contractor. Notwithstanding any provision appearing in this Agreement, all personnel assigned by Consultant to perform work under the terms of this Agreement shall be, and remain at all times, employees or agents of Consultant for all purposes. Consultant shall make no representation that it is the employee of the City for any purposes.

XV. NO WAIVER

Delays in enforcement or the waiver of any one or more defaults or breaches of this Agreement by the City shall not constitute a waiver of any of the other terms or obligation of this Agreement.

XVI. ENTIRE AGREEMENT

This Agreement and the attached **Exhibits A and B** is the entire Agreement between Consultant and the City, superseding all prior oral or written communications. None of the provisions of this Agreement may be amended, modified, or changed, except as specified herein.

XVII. SUBJECT TO ANNUAL APPROPRIATION

Consistent with Article X, Section 20 of the Colorado Constitution, any financial obligations of the City not to be performed during the current fiscal year are subject to annual appropriation, and thus any obligations of the City hereunder shall extend only to monies currently appropriated.

XVIII. NOTICE

Any notice or communication between Consultant and the City which may be required, or which may be given, under the terms of this Agreement shall be in writing, and shall be deemed to have been sufficiently given when directly presented or sent pre-paid, first class United States Mail, addressed as follows:

The City: City of Northglenn
 11701 Community Center Drive
 Northglenn, Colorado 80233-8061

Consultant: Fehr & Peers
 100 Pringle Avenue, Suite 600
 Walnut Creek, CA 94596

IN WITNESS WHEREOF, the parties hereto each herewith subscribe the same in duplicate.

CITY OF NORTHGLENN, COLORADO

By: _____

ATTEST:

Meredith Leighty

Print Name

Mayor

Title

Date

Johanna Small, MMC
City Clerk

Date

APPROVED AS TO FORM:

Corey Y. Hoffmann
City Attorney

Date

CONSULTANT:

By: _____

ATTEST:

Ann T. Bowers

Print Name

By: _____

Principal

Title

3/30/2026

Date

Nick VanderKwaak

Print Name

Senior Associate 3/30/2026

Title

Date

Fehr & Peers

Northglenn CTMP Scope of Services

This Scope of Services is intended to be incorporated into the Professional Services Agreement between the City of Northglenn (“City”) and Fehr & Peers (“Consultant”) for preparation of the Comprehensive Transportation & Mobility Plan (CTMP). The scope is consistent with the City’s Request for Proposals (RFP No. 2025-026) and Fehr & Peers’ proposal dated January 29, 2026, and it is written to be contract ready and aligned with the approved project budget and schedule.

Project Purpose and Objectives

The Consultant shall prepare a Comprehensive Transportation & Mobility Plan (CTMP) to guide transportation investments, policies, and programs in the City of Northglenn over a 15–35-year planning horizon. The CTMP will unify existing plans and policies into a single, actionable framework that advances safety, multimodal connectivity, equity, sustainability, and readiness for emerging technologies.

The CTMP will:

- Assess existing multimodal transportation conditions, including roadway, bicycle, pedestrian, transit, freight, curbside, and emerging mobility systems.
- Engage residents, stakeholders, advisory boards, and decision makers through inclusive, multilingual, and accessible engagement.
- Establish a community-driven vision, goals, and performance measures aligned with the City’s Strategic Plan and Climate Action and Resilience Plan.
- Identify, evaluate, and prioritize transportation projects and policies with clear phasing and planning-level cost estimates.
- Position the City for regional, state, and federal transportation funding.

Task 1 – Project Initiation and Management

Consultant will be responsible for project initiation, project management, and effective coordination, communication, and delivery throughout the project.

Scope

The consultant will coordinate and participate in the following activities:

- Refine and finalize work plan, project schedule including milestones, deliverables, and coordination activities, and a quality assurance/quality control (QA/QC) process.
- Kickoff meeting with City staff to confirm scope, roles, communication protocols, schedule, and coordination with ongoing City initiatives.
- Monthly Project Management Team (PMT) meetings (up to 13 meetings)
- Coordinate with City staff on data needs, engagement expectations, and interdepartmental coordination.
- Internal team coordination throughout the project including coordination with subconsultant.
- Coordination with upcoming DRCOG Northglenn First/Last Mile Mobility Access Plan

- Prepare and submit invoices, progress reports, and other required documentation in accordance with contract requirements.

Deliverables

- Finalized work plan, schedule, and QA/QC process.
- Kickoff meeting materials and summary notes.
- PMT meeting materials and summary notes.
- Ongoing project management, coordination, and progress updates.

Task 2 – Existing Conditions Analysis

The purpose of this task is to summarize and evaluate the current state of the multimodal transportation system in Northglenn, including the existing system, planned improvements, and costs for implementing and maintaining both.

Scope

Previous Plan Review

Compile and review existing plans, policies, datasets, and prior studies, including the Comprehensive Plan, Connect Northglenn Bicycle and Pedestrian Plan, Climate Action and Resilience Plan, and relevant regional studies.

Multimodal System Inventory

Conduct a multimodal inventory of roadways, sidewalks, bikeways, crossings, transit services, freight routes, and curbside conditions based on available data sources. GIS will be used to produce interactive maps for staff, stakeholders, and the public. Assessment will inform multimodal gap analysis.

Collate available transportation data into a series of maps and tables

- Traffic volumes, speeds, and patterns (current and 2050) will help to identify congestion bottlenecks. These will be collated based on available data from Northglenn, DRCOG, CDOT and additional average daily traffic counts at up to 6 locations.
- Sidewalk and bike network inventories including Level of Traffic Stress (walking + biking)
- Transit routes, ridership, access conditions in the first and last mile of major nodes

Safety and Crash Analysis

Analyze traffic volumes, safety and crash trends (including integration with the Adams County Safety Action Plan), and network performance using available City, County, and regional data. We will supplement data not available from Northglenn with DRCOG data and other available datasets.

ADA and Accessibility Review

Conduct a screening-level ADA and pedestrian accessibility assessment to support the citywide CTMP. This effort will focus on documenting sidewalk presence and continuity citywide and identifying the presence or absence of curb ramps at key locations such as major intersections, transit stops, schools, civic destinations, and other priority activity areas. The assessment will be desktop-based, using available GIS data, aerial imagery, and existing City

datasets, and is intended to identify system level gaps and needs. This task will not include detailed compliance evaluations, measurements, or development of a formal ADA Transition Plan.

Land Use and Demographic Analysis

Data and analysis for Land use and demographics will largely be incorporated from the Comprehensive Plan. Demographics and socio-economic data will be based on available data from the US Census, DRCOG, and DOLA. Land use and travel patterns will be based on available data from the DRCOG household travel survey or Travel Demand Model.

Sustainability and EV Baseline

Establish a baseline for sustainability and transportation electrification, including EV infrastructure and greenhouse gas considerations. This includes an evaluation of community and municipal electric vehicle (EV) readiness by reviewing existing conditions related to infrastructure, policies, and siting to establish a clear understanding of the current sustainable end electrified transportation landscape. The assessment will examine current EV adoption trends and their alignment with state and regional goals, as well as the number, type and geographic distribution of public EV charging infrastructure, including Level 2 and DC fast chargers. The analysis will also consider local housing characteristics – such as housing type, age, and ownership structure – to understand implications for residential charging access, along with workplace charging needs informed by commuting patterns. Coordination with Xcel Energy will be incorporated to ensure infrastructure planning aligns with utility planning and clean transportation programs.

Deliverables

- Existing Conditions Technical Memorandum which describes the current state of the system, identifies associated costs to develop and maintain the existing system, and includes relevant conclusions about the current and planned system. This includes GIS based mapping that documents existing conditions. Includes one consolidated set of comments.
- Public-facing StoryMap module summarizing existing conditions (developed and hosted in Northglenn GIS environment).

Task 3 – Public and Stakeholder Engagement

The purpose of this task is to engage with stakeholders and the public to inform the development of the CTMP.

Scope

- Prepare and implement a Public Engagement Plan emphasizing inclusive, multilingual, and accessible outreach.
- Targeted engagement including the following groups:
 - City Council: 3 presentations (Kickoff, Draft Plan, and Final/Adoption),
 - Planning Commission: 2 meetings,
 - Sustainability/Wellness Committee: 1 meeting,
 - Northglenn Urban Renewal Authority (NURA): 1 meeting,
 - Diversity, Inclusivity, and Social Equity (DISE) Board: 1 meeting,
 - Technical Advisory Committee (TAC): 1 meeting with regional partners such as RTD, DRCOG, Adams County, and NATA to support coordination on regional transportation initiatives.
- Conduct at least one community-wide workshop or open house.

- Conduct tabling/pop up event at up to three scheduled community events throughout the project.
- Develop and manage an interactive online engagement map and surveys (used during two points during the project).

Deliverables

- Public Engagement Plan.
- Meeting materials, summaries, and engagement documentation.
- Interactive online engagement map and survey results.

Task 4 – Vision, Goals, and Performance Measures

Using an engaged collaborative process, the consultant will develop vision, goals, and performance measures for transportation in Northglenn.

Scope

- Facilitate visioning activities with City staff, boards, and the public to define a shared transportation vision. Visioning activities will largely be aligned with meetings accounted for in Task 7.
- Develop goals and objectives aligned with safety, equity, mobility, sustainability, and climate resilience.
- Identify measurable performance metrics to track progress over time.

Deliverables

- Vision, goals, and performance measures summary.
- StoryMap updates reflecting community values and priorities (developed and hosted in Northglenn GIS environment).

Task 5 – Needs Assessment and Recommendations Development

The purpose of this task is to identify needs and opportunities based on other transportation analysis and public engagement to help plan for future conditions. The task also articulates and evaluates draft recommendations.

Scope

- Identify multimodal gaps, barriers, and deficiencies across the transportation system.
- Evaluate right-of-way constraints, feasibility considerations, and redevelopment opportunities. These will be based on available survey, utility, and drainage context.
- Assess freight, curbside management, and emerging mobility needs.
- Identify climate resilience, emissions reduction, and electrification opportunities related to transportation and aligned with Northglenn's Climate Action and Resilience Plan. Opportunity identification will focus on strategies to reduce vehicle miles traveled by expanding and enhancing multimodal transportation options. Identify strategies to increase prevalence of low- and no-emission vehicles and equipment throughout the community, with a particular emphasis on transitioning municipal fleets and equipment to cleaner alternatives.
- Develop multimodal network concepts and corridor strategies (up to 3 varying systemwide alternatives).
- Prepare context-sensitive street typologies and illustrative cross-sections (up to 6).

- Evaluate scenarios and alternatives considering safety, equity, mobility, sustainability, and feasibility.
- Develop preliminary planning-level cost ranges for recommended improvements.

Deliverables

- Needs Assessment Memorandum including opportunities and constraint maps.
- Sustainability and resilience opportunity summary.
- Draft multimodal network and corridor concepts.
- Cross-section library and illustrative graphics (up to 6).
- Scenario and alternatives evaluation summary.

Task 6 – Implementation, Prioritization, and Funding Strategy

The purpose of this task is to develop a community and data informed prioritization matrix and funding strategy that incorporates metrics and readiness indicators.

Scope

- Develop a transparent project prioritization framework incorporating safety, equity, mobility, climate, feasibility, and funding readiness.
- Prepare a phased list of short-term, mid-term, and long-term projects (e.g., 2030, 2040, 2060 horizons).
- Prepare planning level cost estimates and implementation timeframes.
- Identify potential funding sources and strategies, including DRCOG, CDOT, Adams County, and federal programs.

Deliverables

- Prioritized project matrix with phasing and cost estimates.
- Implementation and funding strategy memorandum.

Task 7 – Draft and Final CTMP Plan Development

The purpose of this task is to create the Northglenn CTMP from previous task deliverables.

Scope

- Prepare the Draft CTMP for City and stakeholder review.
- Incorporate comments and prepare the Final CTMP.
- Prepare a public friendly executive summary and final StoryMap.
- Support adoption through presentations and materials for Planning Commission and City Council.

Deliverables

- Draft and Final technical Comprehensive Transportation & Mobility Plan.
- Draft and Final public-friendly CTMP Executive Summary document.
- Final StoryMap (developed and hosted in Northglenn GIS environment).
- Final GIS datasets and supporting materials.

Schedule

The Consultant shall complete the CTMP within an anticipated 12–16-month timeframe from Notice to Proceed, coordinated with City milestones and board and council schedules. An estimate of meetings and key deliverables is included by month, and a detailed schedule will developed during project initiation.

April 2026

- Kick-off meeting

May 2026

- Existing conditions tasks begin
- PMT #1

June 2026

- PMT #2

July 2026

- PMT #3
- TAC #1
- Digital Survey Touchpoint #1
- Existing Conditions Deliverable (memo and story map)

August 2026

- PMT #4
- Public Engagement Touchpoint #1

September 2026

- Initiate scenario development and recommendations
- PMT #5

October 2026

- PMT #6

November 2026

- PMT #7
- TAC #2
- City Council #1
- Committee Presentations

December 2026

- Initiate prioritization and implementation
- PMT #8
- Public Engagement Touchpoint #2
- Alternatives Evaluation StoryMap Update

January 2027

- PMT #9
- Prioritized Project Matrix with Planning Level Costs and timeframe guidance

February 2027

- PMT #10
- TAC #3

March 2027

- PMT #11
- City Council #2
- Committee Presentations
- Public Engagement Touchpoint #3
- Draft CTMP

April 2027

- PMT #12
- Digital Survey Touchpoint #2

May 2027

- PMT #13
- City Council #3
- Final CTMP (PDF document and public facing StoryMap)

Fee

The fee proposal by Task is included below.

Fehr & Peers (Prime)										Brendle Group					Labor Hours	Labor Costs	Direct Costs	Subtotal	Total Labor Hours	Total Costs
Tasks	Rate	Nick VanderKwa Manager	Ann Bowers Charge	Kaeli Subberwal Lead Transportation Planner	Carly Siefert Engagement Lead	Luna Hoopes Engagement Support	Erika Jerme GIS / Data Analysis	Kristie Franks Project Coordinator		Zach Owens Managing Analyst (Brendle Group)	Andrea McCarthy Lead Analyst (Brendle Group)	Jillian Goulet Senior Analyst (Brendle Group)	Rebecca Stock Lead Engineer (Brendle Group)							
Task 1 - Project Initiation and Management	\$280.00	\$345.00	\$140.00	\$280.00	\$170.00	\$150.00	\$140.00			14	0	0	0	\$0	14	\$ 3,248	\$0	\$3,248	200	\$48,028
Task 2 - Existing Conditions Analysis	41	4	104	0	0	96	0	0		13	19	0	0	\$0	32	\$ 6,626	\$0	\$6,626	277	\$51,946
Task 3 - Public & Stakeholder Engagement	57	0	43	22	40	27	0	0		8	8	0	0	\$0	16	\$ 3,376	\$0	\$3,376	205	\$44,856
Task 4 - Vision, Goals, and Performance Measures	16	6	24	12	10	0	0	0		0	0	0	0	\$0	0	\$ -	\$0	\$0	68	\$14,970
Task 5 - Needs Assessment and Recommendations Development	28	6	76	0	20	48	0	0		19	20	32	5	\$0	76	\$14,694	\$0	\$14,694	254	\$45,844
Task 6 - Implementation, Prioritization, and Funding Strategy	25	6	92	8	0	16	0	0		11	21	13	0	\$0	45	\$ 8,791	\$0	\$8,791	192	\$35,381
Task 7 - Draft & Final CTMP Plan Development	44	6	85	8	56	52	0	0		0	0	0	0	\$0	0	\$ -	\$0	\$0	251	\$45,850
Total for all Tasks	303	40	454	72	134	247	14	1,264		65	68	45	5	\$36,735	183	\$36,735	\$0	\$36,735	1,447	\$286,875
Direct Cost Notes:																				

Task 2 Existing Conditions assumes up to (6) 24 hour ADT counts and citywide Replica license

Task 3 Public and Stakeholder Engagement assumes social pinpoint license, limited printing boards for popups and public meeting (up to 8 large format), and mileage for meetings