CITY MANAGER'S OFFICE
MEMORANDUM 17-06

DATE: January 23, 2017

TO: Honorable Mayor Joyce Downing and City Council Members
Northglenn Urban Renewal Board Members

FROM: James A. Hayes, AICP, City Manager JH
Debbie Tuttle, Economic Development Manager & NURA Executive Director DT

SUBJECT: **Council & NURA Quarterly Meeting**

PURPOSE

At the October 2016 joint Council and the Northglenn Urban Renewal Authority (NURA) agreed to meet on a quarterly basis. This will be the first quarterly meeting for 2017. The goal is to update the Council on NURA related projects, as well as align NURA's goals and objectives with the city's.

BACKGROUND

NURA was created by City Council in 1990, and is governed by seven commissioners appointed by the mayor with the approval of City Council. NURA's primary purpose is to improve areas in Northglenn by eliminating blight, assisting private development and redevelopment projects, and planning and building public and public-related improvements to achieve the Council's goals. Approximately 85% of Northglenn's commercial properties are located within two Urban Renewal Areas (**Attachment 1** – URA Map).

The 2017 approved NURA budget is attached (**Attachment 2**). It includes a description of the projects and budget for both Urban Renewal Areas. At the January 11th NURA board meeting elections for Chair (Rosie Garner) and Vice Chair (James Lynch) were approved. The Council liaison on the NURA board is Council Member Joe Brown. At the October, 2016 joint meeting it was generally agreed the updates to City Council on NURA activities may be in several forms:

1. Joint Meetings of Council/NURA
2. Ex-Officio Update
3. Public Updates
4. Confidential Executive Session Updates
5. Council Members Attendance at NURA meetings

UPDATES

The following information provides an update on projects that are currently underway:

1. 104th Avenue & I-25 Bridge Update – **Attachment 3**
2. Marketplace Utility Study Update – **Attachment 4**
3. 104th & I-25 Landscaping & Sign Update – **Attachment 5**

Based on the data gathered from the pedestrian counts on the bridge in the last two months, staff is seeking discussion and direction on item #1 above - 104th Avenue & I-25 Bridge.

BUDGET IMPLICATIONS
N/A

SCHEDULE/TIME IMPLICATIONS
Staff will continue to update Council through the monthly Economic Development report, as well as provide new and confidential information that is discussed in the NURA monthly executive sessions. Future joint meetings are scheduled for:

- Q/2 2017 – April 24, 2017
- Q/3 2017 – July 10, 2017
- Q/3 2017 – October 23, 2017

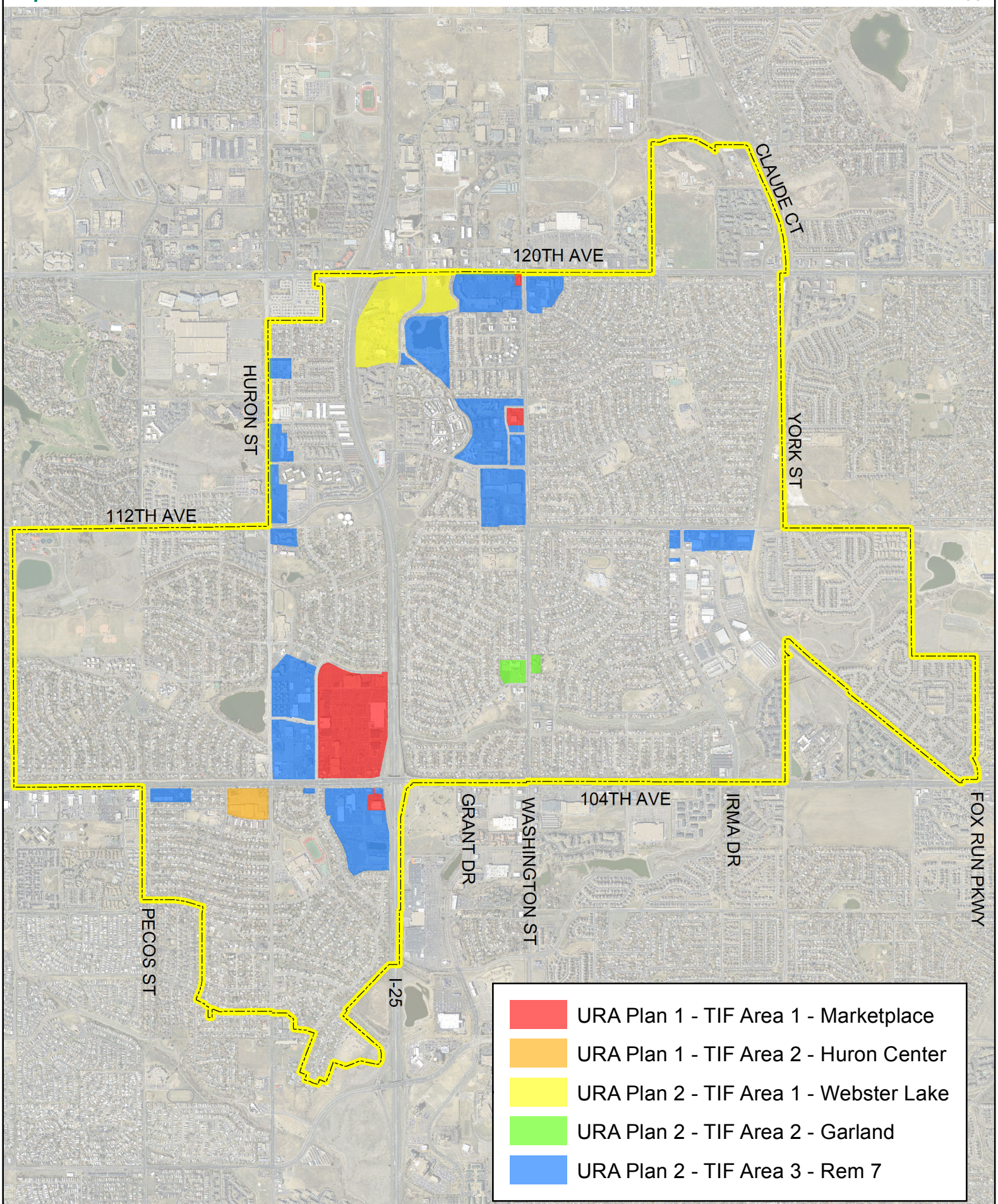
STAFF RECOMMENDATION
It is staff's recommendation is to continue quarterly joint meetings with both Council and the NURA board.

STAFF REFERENCE
If you have any comments or questions, please contact Debbie Tuttle, Economic Development Manager and NURA Executive Director, at dtuttle@northglenn.org or call 303-450-8743 or James A. Hayes, AICP, City Manager, jhayes@northglenn.org.

Attachments:
Attachment 1: Northglenn Urban Renewal Areas
Attachment 2: 2017 NURA Budget & Projects
Attachment 3: 104th Avenue & I-25 Marketplace Bridge Update
Attachment 4 Marketplace Utility Study Update
Attachment 5: 104th & I-25 Landscaping & Sign Update

City of Northglenn
Urban Renewal Areas

Attachment 1



NORTHGLENN URBAN RENEWAL AUTHORITY RESOLUTION NO.

N/16-37
Series of 2016

A RESOLUTION APPROVING THE 2017 URA #1 BUDGET OF THE NORTHGLENN URBAN RENEWAL AUTHORITY AND APPROPRIATING THE SUMS SET FORTH THEREIN FOR EXPENDITURE DURING 2017

WHEREAS; the Northglenn Urban Renewal Authority's URA #1 Annual Budget for the fiscal year 2017, attached hereto as **Exhibit A**, has been prepared and submitted according to the Bylaws of the Authority and the Local Government Budget Law of Colorado, C.R.S. § 29-1-101, *et seq*;

WHEREAS; notice of public hearing regarding the proposed 2017 URA #1 budget was published in the Denver Post as required by the Local Government Budget Law (**Exhibit B**); and

WHEREAS; a public hearing regarding the proposed 2017 budget was held on November 9, 2016 during which public comment was allowed.

NOW THEREFORE, BE IT RESOLVED BY THE BOARD OF COMMISSIONERS OF THE NORTHGLENN URBAN RENEWAL AUTHORITY, THAT:

Section 1. The 2017 URA #1 Budget of the Northglenn Urban Renewal Authority, attached hereto as **Exhibit A** is hereby approved and adopted, and the amounts so indicated are hereby appropriated for expenditure in 2017 for the purposes so stated.

DATED this 9th day of November, 2016

Rosie Garner
Chair

ATTEST:

Debbie Tuttle
Executive Director

APPROVED AS TO FORM:

Jeff Parker
Board Attorney

NORTHGLENN URBAN RENEWAL AUTHORITY RESOLUTION NO.

N/16-38
Series of 2016

A RESOLUTION APPROVING THE 2017 URA #2 BUDGET OF THE NORTHGLENN URBAN RENEWAL AUTHORITY AND APPROPRIATING THE SUMS SET FORTH THEREIN FOR EXPENDITURE DURING 2017

WHEREAS; the Northglenn Urban Renewal Authority's URA #2 Annual Budget for the fiscal year 2017, attached hereto as **Exhibit A**, has been prepared and submitted according to the Bylaws of the Authority and the Local Government Budget Law of Colorado, C.R.S. § 29-1-101, *et seq*;

WHEREAS; notice of public hearing regarding the proposed 2017 URA #2 budget was published in the Denver Post as required by the Local Government Budget Law (**Exhibit B**); and

WHEREAS; a public hearing regarding the proposed 2017 budget was held on November 9, 2016 during which public comment was allowed.

NOW THEREFORE, BE IT RESOLVED BY THE BOARD OF COMMISSIONERS OF THE NORTHGLENN URBAN RENEWAL AUTHORITY, THAT:

Section 1. The 2017 URA #2 Budget of the Northglenn Urban Renewal Authority, attached hereto as **Exhibit A** is hereby approved and adopted, and the amounts so indicated are hereby appropriated for expenditure in 2017 for the purposes so stated.

DATED this 9th day of November, 2016

Rosie Garner
Chair

ATTEST:

Debbie Tuttle
Executive Director

APPROVED AS TO FORM:

Jeff Parker
Board Attorney

EXHIBIT A

Northglenn Urban Renewal Authority
Approved URA #1
2017 Budget

	2017 Approved NURA 1	2017 Approved NURA 2	2017 Approved Budget	Narrative Description
REVENUES:				
Property Taxes	$ 1,829,474	$ 699,532	$ 2,529,006	Assessed Value $14,823,880 for URA 1 & URA 2 $1,646,380 (Garland) & $4,021,790 (Webster Lake) X 123.414
Investment Earnings*	20,000	5,000	25,000	Fund balances being invested
Grant Applications*	200	100	300	10 BIG + 2 BUAG Grant Applications
Real Property Sales of Assets	82,000	-	82,000	Huron Center
TOTAL REVENUES	$ 1,931,674	$ 704,632	$ 2,636,306	
EXPENDITURES:				
PROFESSIONAL SERVICES				
Specialized Consulting Fees*	25,000	25,000	50,000	Misc. Consulting Fees for Prof. and Technical Services
Marketplace Master Plan	125,000	-	125,000	Consulting Fees for Developing Master Plan for Marketplace
Garland Follow-up Environmental Testing & Rem.	-	30,000	30,000	Garland Environental Follow-up Remediation & Testing
104th & I-25 Pedestrian Bridge Assessment	350,000	-	350,000	104th & I-25 Pedestrian Bridge (remove or repair)
Public Art for Webster Lake Promenade	-	35,000	35,000	Portion of Artwork for 4 Pads in WLP
Total Other Professional Services	**500,000**	**90,000**	**590,000**	
CAPITAL IMPROVEMENT PROJECTS				
104th & I-25 Ramps Landscape Construction	722,000	-	722,000	Construction of 104th Ave. & I-25 Ramps
Huron Center Onsite & Offsite Infrastructure	3,200,000	-	3,200,000	On Site & Off Site Improvements
Total Capital Improvements	**3,922,000**	**-**	**3,922,000**	
ADMINISTRATION*				
City Reimbursement (salaries & OH)	180,000	70,000	250,000	City Staff Time for URA's & Projects
Legal Services	30,000	20,000	50,000	Legal Services
Treasurer Fees	36,000	14,000	50,000	Reassessments & Delinquent Fees (Inc. Property Taxes 1.5%)
Total Administration	**246,000**	**104,000**	**350,000**	
NURA PROPERTY MANAGEMENT SERVICES	**20,000**	**-**	**20,000**	Huron Center Maintenance
CONFERENCES/SEMINARS/TRAINING/TRANSP.*				
Board Retreat/Other Training	1,440	560	2,000	Board Supplies for Mtgs., BOD Insurance, Other Training, etc.
Local Transportation & Meetings	108	42	150	Mileage & Outside Meetings
ICSC Conference	2,880	1,120	4,000	ICSC Conference (2 x 2)
Total Meetings/Conf./Training/Transp.	**4,428**	**1,722**	**6,150**	
OPERATING SUPPLIES*	**1,800**	**700**	**2,500**	Operating Supplies, Insurance, Postage,Etc.
MEETING MEALS/REFRESHMENTS*	**1,440**	**560**	**2,000**	Refreshments for Board & Special Mtgs.
ECONOMIC DEVELOPMENT ACTIVITIES				
Memberships*				
DCI Membership	252	98	350	Membership Fee
ICSC Membership	126	49	175	Membership Fee
Rocky Mountain ICSC	79	31	110	Membership Fee
Small Business Assistance Center	360	140	500	Membership Fee
Other Membership	270	105	375	Other Membership Fees
Total Memberships	**1,087**	**423**	**1,510**	

Northglenn Urban Renewal Authority
Approved URA #1
2017 Budget

	2017 Approved NURA 1	2017 Approved NURA 2	2017 Approved Budget	Narrative Description
Marketing & Promotion				
Small Business Assistance & Promotion	2,160	840	3,000	Small Business Promotion/Classes
NURA General Marketing	720	280	1,000	General Marketing
NURA Promotional Brochure/Annual Report	-	-	-	Annual Report/Brochure
Total Marketing & Promotion	**6,480**	**2,520**	**9,000**	
Databases*				
Real Estate Database	4,320	1,680	6,000	Real Estate Database
Business Analyst Online	-	840	3,000	ESRI Demographics Database
Total Databases	**4,320**	**2,520**	**9,000**	
Business Incentives				
BUAG/Small Incentive Programs*	25,000	25,000	50,000	Utility Upgrades Grants
Business Incentive Grant (BIG)*	50,000	50,000	100,000	Exterior Improvement Grants
Texas Roadhouse Incentive	175,000		175,000	Texas Roadhouse Incentive ($500K - 3 Yr)
IHOP Incentive	150,000	-	150,000	IHOP Marketplace Incentive ($300K - 2 Yr)
Concentus Partners	-	150,000	150,000	Wells Fargo Incentive ($450K - 2 Yr)
Arby's Incentive	150,000	-	150,000	Arby's Incentive ($350K - 3 Yr)
Other Incentives	1,000,000	-	1,000,000	TBD Incentives
Total Incentives	**1,550,000**	**225,000**	**1,775,000**	
Total Economic Development	**1,561,887**	**230,463**	**1,792,350**	
OPERATING CONTINGENCY*	**36,000**	**14,000**	**50,000**	Contingency Fund
TOTAL EXPENDITURES	6,293,555	441,445	6,735,000	
EXCESS OF REVENUE OVER EXPENSES	**(4,361,881)**	**263,187**	**(4,098,694)**	
NET CHANGE IN FUND BALANCE:	**(4,361,881)**	**263,187**	**(4,098,694)**	
BEGINNING FUND BALANCE	**13,081,213**	**(4,887,862)**	**8,193,351**	
ENDING FUND BALANCE	$8,719,332	-$4,624,675	$4,094,657	

Budget Statement: Presented using the modified accrual basis of accounting.

* All administrative/overhead expenses are allocated based on revenue generated by URA 1 (72%) or URA 2 (28%).

Northglenn Urban Renewal Authority
Approved URA #2
2017 Budget

	2017 Approved NURA 1	2017 Approved NURA 2	2017 Approved Budget	Narrative Description
REVENUES:				
Property Taxes	$ 1,829,474	$ 699,532	$ 2,529,006	Assessed Value $14,823,880 for URA 1 & URA 2 $1,646,380 (Garland) & $4,021,790 (Webster Lake) X 123.414
Investment Earnings*	20,000	5,000	25,000	Fund balances being invested
Grant Applications*	200	100	300	10 BIG + 2 BUAG Grant Applications
Real Property Sales of Assets	82,000	-	82,000	Huron Center
TOTAL REVENUES	$ 1,931,674	$ 704,632	$ 2,636,306	
EXPENDITURES:				
PROFESSIONAL SERVICES				
Specialized Consulting Fees*	25,000	25,000	50,000	Misc. Consulting Fees for Prof. and Technical Services
Marketplace Master Plan	125,000	-	125,000	Consulting Fees for Developing Master Plan for Marketplace
Garland Follow-up Environmental Testing & Rem.	-	30,000	30,000	Garland Environental Follow-up Remediation & Testing
104th & I-25 Pedestrian Bridge Assessment	350,000	-	350,000	104th & I-25 Pedestrian Bridge (remove or repair)
Public Art for Webster Lake Promenade	-	35,000	35,000	Portion of Artwork for 4 Pads in WLP
Total Other Professional Services	**500,000**	**90,000**	**590,000**	
CAPITAL IMPROVEMENT PROJECTS				
104th & I-25 Ramps Landscape Construction	722,000	-	722,000	Construction of 104th Ave. & I-25 Ramps
Huron Center Onsite & Offsite Infrastructure	3,200,000	-	3,200,000	On Site & Off Site Improvements
Total Capital Improvements	**3,922,000**	**-**	**3,922,000**	
ADMINISTRATION*				
City Reimbursement (salaries & OH)	180,000	70,000	250,000	City Staff Time for URA's & Projects
Legal Services	30,000	20,000	50,000	Legal Services
Treasurer Fees	36,000	14,000	50,000	Reassessments & Delinquent Fees (Inc. Property Taxes 1.5%)
Total Administration	**246,000**	**104,000**	**350,000**	
NURA PROPERTY MANAGEMENT SERVICES	**20,000**	**-**	**20,000**	Huron Center Maintenance
CONFERENCES/SEMINARS/TRAINING/TRANSP.*				
Board Retreat/Other Training	1,440	560	2,000	Board Supplies for Mtgs., BOD Insurance, Other Training, etc.
Local Transportation & Meetings	108	42	150	Mileage & Outside Meetings
ICSC Conference	2,880	1,120	4,000	ICSC Conference (2 x 2)
Total Meetings/Conf./Training/Transp.	**4,428**	**1,722**	**6,150**	
OPERATING SUPPLIES*	**1,800**	**700**	**2,500**	Operating Supplies, Insurance, Postage,Etc.
MEETING MEALS/REFRESHMENTS*	**1,440**	**560**	**2,000**	Refreshments for Board & Special Mtgs.
ECONOMIC DEVELOPMENT ACTIVITIES				
Memberships*				
DCI Membership	252	98	350	Membership Fee
ICSC Membership	126	49	175	Membership Fee
Rocky Mountain ICSC	79	31	110	Membership Fee
Small Business Assistance Center	360	140	500	Membership Fee
Other Membership	270	105	375	Other Membership Fees
Total Memberships	**1,087**	**423**	**1,510**	

Northglenn Urban Renewal Authority
Approved URA #2
2017 Budget

	2017 Approved NURA 1	2017 Approved NURA 2	2017 Approved Budget	Narrative Description
Marketing & Promotion				
Small Business Assistance & Promotion	2,160	840	3,000	Small Business Promotion/Classes
NURA General Marketing	720	280	1,000	General Marketing
NURA Promotional Brochure/Annual Report	-	-	-	Annual Report/Brochure
Total Marketing & Promotion	**6,480**	**2,520**	**9,000**	
Databases*				
Real Estate Database	4,320	1,680	6,000	Real Estate Database
Business Analyst Online	-	840	3,000	ESRI Demographics Database
Total Databases	**4,320**	**2,520**	**9,000**	
Business Incentives				
BUAG/Small Incentive Programs*	25,000	25,000	50,000	Utility Upgrades Grants
Business Incentive Grant (BIG)*	50,000	50,000	100,000	Exterior Improvement Grants
Texas Roadhouse Incentive	175,000		175,000	Texas Roadhouse Incentive ($500K - 3 Yr)
IHOP Incentive	150,000	-	150,000	IHOP Marketplace Incentive ($300K - 2 Yr)
Concentus Partners	-	150,000	150,000	Wells Fargo Incentive ($450K - 2 Yr)
Arby's Incentive	150,000	-	150,000	Arby's Incentive ($350K - 3 Yr)
Other Incentives	1,000,000	-	1,000,000	TBD Incentives
Total Incentives	**1,550,000**	**225,000**	**1,775,000**	
Total Economic Development	**1,561,887**	**230,463**	**1,792,350**	
OPERATING CONTINGENCY*	**36,000**	**14,000**	**50,000**	Contingency Fund
TOTAL EXPENDITURES	6,293,555	441,445	6,735,000	
EXCESS OF REVENUE OVER EXPENSES	**(4,361,881)**	**263,187**	**(4,098,694)**	
NET CHANGE IN FUND BALANCE:	**(4,361,881)**	**263,187**	**(4,098,694)**	
BEGINNING FUND BALANCE	**13,081,213**	**(4,887,862)**	**8,193,351**	
ENDING FUND BALANCE	$8,719,332	-$4,624,675	$4,094,657	

Budget Statement: Presented using the modified accrual basis of accounting.

* All administrative/overhead expenses are allocated based on revenue generated by URA 1 (72%) or URA 2 (28%).

Northglenn Urban Renewal Authority
Approved 2017 Budget

	2013 Audited Amounts	2014 Audited Amounts	2015 Audited Budget	2016 Approved Budget	2017 Approved NURA 1	2017 Approved NURA 2	2017 Approved Budget	Narrative Description
REVENUES:								
Property Taxes	$ 1,200,208	$ 1,220,776	$ 1,926,508	$ 2,409,590	$ 1,829,474	$ 699,532	$ 2,529,006	Assessed Value $14,823,880 for URA 1 & URA 2 $1,646,380 (Garland) & $4,021,790 (Webster Lake) X 123.414
Property Tax Settlement	-	2,689,272	-		-	-	-	
Investment Earnings*	3,419	2,924	5,000	7,000	20,000	5,000	25,000	Fund balances being invested
Rental Income	52,022	-	-		-	-	-	No rental properties
Grant Applications*	325	200	300	300	200	100	300	10 BIG + 2 BUAG Grant Applications
Real Property Sales of Assets	1,547,494	-	-		82,000	-	82,000	Huron Center
Miscellaneous	13,100	21,323	-		-	-	-	Rental of Huron Center
TOTAL REVENUES	**$ 2,816,568**	**$ 3,934,495**	**$ 1,931,808**	**$ 2,416,890**	**$ 1,931,674**	**$ 704,632**	**$ 2,636,306**	
EXPENDITURES:								
PROFESSIONAL SERVICES								
Other Professional Services - Other*	25,299	-	-	-	-	-	-	Other Remediation Studies & Technical consulting Fees
Specialized Consulting Fees*	6,000	44,267	125,000	100,000	25,000	25,000	50,000	Misc. Consulting Fees for Prof. and Technical Services
Marketplace Master Plan	-	-	75,000	75,000	125,000	-	125,000	Consulting Fees for Developing Master Plan Marketplace
Garland Follow-up Environmental Testing & Rem.	4,186	-	10,000	75,000	-	30,000	30,000	Garland Environental Follow-up Remediation & Testing
Other Env. Studies & Testing	-	15,328	15,000	15,000	-	-	-	Other Remediation Studies & Technical consulting Fees
Construction Marketplace Stormwater	-	-	25,000	50,000	-	-	-	Marketplace Utilities & Infrastructure Impr. Assesment
Construction of Roadway Imprs on 104th	-	-	50,000	25,000	-	-	-	Transportation for 104th Ave. Assessment
SCL Utility Installation	-	-	-		-	-	-	N/A
104th & Grant Intersection Assessment	-	-		35,000	-	-	-	NURA did not fund in 2016
104th & I-25 Pedestrian Bridge Assessment				500,000	350,000	-	350,000	104th & I-25 Pedestrian Bridge (remove or repair)
Public Art for Webster Lake Promenade		-	-	45,000	-	35,000	35,000	Portion of Artwork for 4 Pads in WLP
Total Other Professional Services	**35,484**	**59,594**	**300,000**	**920,000**	**500,000**	**90,000**	**590,000**	
CAPITAL IMPROVEMENT PROJECTS								
Webster Lake Promenade Plaza	-		409,731	409,731	-	-	-	No WL Plaza - Landscaped in 2016
104th & I-25 Ramps Landscape Construction	-	-	500,000	797,000	722,000	-	722,000	Construction of 104th Ave. & I-25 Ramps
Signal , Design & Construction of Community Center	-	-	250,000	-	-	-	-	Signal & Design for Community Center Drive
Huron Center Onsite & Offsite Infrastructure		-	-	750,000	3,200,000	-	3,200,000	On Site & Off Site Improvements
Total Capital Improvements	-	-	1,159,731	**1,956,731**	**3,922,000**	**-**	**3,922,000**	
ADMINISTRATION*								
City Reimbursement (salaries & OH)	150,000	165,000	200,000	250,000	180,000	70,000	250,000	City Staff Time for URA's & Projects
Legal Services	53,334	32,992	40,000	60,000	30,000	20,000	50,000	Legal Services
Treasurer Fees	18,003	18,312	30,000	50,000	36,000	14,000	50,000	Reassessments & Delinquent Fees (Inc. Property Taxes 1.5%)
Total Administration	**221,337**	**216,304**	**270,000**	**360,000**	**246,000**	**104,000**	**350,000**	

Northglenn Urban Renewal Authority
Approved 2017 Budget

	2013 Audited Amounts	2014 Audited Amounts	2015 Audited Budget	2016 Approved Budget	2017 Approved NURA 1	2017 Approved NURA 2	2017 Approved Budget	Narrative Description
NURA PROPERTY MANAGEMENT SERVICES	18,046	16,152	15,000	50,000	**20,000**	**-**	**20,000**	Huron Center Maintenance
Demo and/or Improvement	72,596	-	-		-	-	-	N/A
Total Property Management Services	**90,642**	**16,152**	**15,000**	**50,000**	**20,000**	**-**	**20,000**	
CONFERENCES/SEMINARS/TRAINING/TRANSP.*								
Board Retreat/Other Training	859	-	3,000	3,000	1,440	560	2,000	Board Supplies for Mtgs., BOD Insurance, Other Training, etc.
Local Transportation & Meetings	-	-	500	500	108	42	150	Mileage & Outside Meetings
ICSC Conference	-	5,501	4,000	4,000	2,880	1,120	4,000	ICSC Conference (2 x 2)
Total Meetings/Conf./Training/Transp.	**859**	**5,501**	**7,500**	**7,500**	**4,428**	**1,722**	**6,150**	
OPERATING SUPPLIES*	(1,464)	7,410	2,500	2,500	**1,800**	**700**	**2,500**	Operating Supplies, Insurance, Postage,Etc.
1000 W. 104th Building-Huron Maintenance	-	22,212	-	-	-	-	-	Moved to 61400
Total Operating Supplies	**(1,464)**	**29,622**	**2,500**	**2,500**	**1,800**	**700**	**2,500**	
MEETING MEALS/REFRESHMENTS*	**2,033**	**1,716**	**1,500**	**2,000**	**1,440**	**560**	**2,000**	Refreshments for Board & Special Mtgs.
ECONOMIC DEVELOPMENT ACTIVITIES								
Memberships*								
DCI Membership	360	380	350	350	252	98	350	Membership Fee
ICSC Membership	-	100	175	175	126	49	175	Membership Fee
Rocky Mountain ICSC	110	50	110	110	79	31	110	Membership Fee
Small Business Assistance Center	-	500	500	500	360	140	500	Membership Fee
Other Membership	-	-	375	375	270	105	375	Other Membership Fees
Total Memberships	**470**	**1,030**	**1,510**	**1,510**	**1,087**	**423**	**1,510**	
Marketing & Promotion								
Small Business Assistance & Promotion	2,892	-	3,000	3,000	2,160	840	3,000	Small Business Promotion/Classes
NURA General Marketing	-	2,170	1,000	1,000	720	280	1,000	General Marketing
NURA Promotional Brochure/Annual Report	-	-	500	500	-	-	-	Annual Report/Brochure
Event Sponsorships	2,000	3,000	3,000	5,000	3,600	1,400	5,000	BAB & Other Sponsorships
Total Marketing & Promotion	**4,892**	**5,170**	**7,500**	**9,500**	**6,480**	**2,520**	**9,000**	
Databases*								
Real Estate Database	4,528	4,940	4,560	5,000	4,320	1,680	6,000	Real Estate Database
Retail Services Database	1,200	600	650	650	-	-	-	Retail Database
Sales Force Database	-	-	1,600	500	-	-	-	Busines/Prospect/Retention Database
Business Analyst Online	2,246	3,000	3,800	3,000	-	840	3,000	ESRI Demographics Database
Total Databases	**7,974**	**8,540**	**10,610**	**9,150**	**4,320**	**2,520**	**9,000**	

Northglenn Urban Renewal Authority
Approved 2017 Budget

	2013 Audited Amounts	2014 Audited Amounts	2015 Audited Budget	2016 Approved Budget	2017 Approved NURA 1	2017 Approved NURA 2	2017 Approved Budget	Narrative Description
Business Incentives								
Vitamin Cottage Incentive	47,298	-	50,000	50,000	-	-	-	Vitamin Cottage - $250,000 - Paid in Full 2016
10410-10450 Melody Lane Incentive (Bed Bath & Beyon	75,000	75,000	75,000	-	-	-	-	Bed, Bath & Beyond Incentive $375K-Paid in Full 2016
BUAG/Small Incentive Programs*	553	20,000	75,000	50,000	25,000	25,000	50,000	Utility Upgrades Grants
Business Incentive Grant (BIG)*	70,219	31,044	150,000	150,000	50,000	50,000	100,000	Exterior Improvement Grants
Hawkins Development (120th)	1,115,142	127,719	-	-	-	-	-	N/A
Garland Property	194,047	-	-	-	-	-	-	N/A
Undetermined Projects*	166,872	-	500,000	-	-	-	-	TBD Incentives
Webster Lake Plaza	-	10,968	-	409,731	-	-	-	N/A
Texas Roadhouse Incentive	-	-	150,000	175,000	175,000	`	175,000	Texas Roadhouse Incentive ($500K - 3 Yr)
IHOP Incentive		-	-	75,000	150,000	-	150,000	IHOP Marketplace Incentive ($300K - 2 Yr)
Concentus Partners		-	-	75,000	-	150,000	150,000	Wells Fargo Incentive ($450K - 2 Yr)
Arby's Incentive		-	1,159,731	200,000	150,000	-	150,000	Arby's Incentive ($350K - 3 Yr)
Other Incentives		-	-	1,000,000	1,000,000	-	1,000,000	TBD Incentives
Total Incentives	**1,669,130**	**264,731**	**2,159,731**	**2,184,731**	**1,550,000**	**225,000**	**1,775,000**	
Total Economic Development	**1,682,466**	**279,471**	**2,179,351**	**262,160**	**1,561,887**	**230,463**	**1,792,350**	
Property Acquisition	**(3,238,864)**	**(1,575,796)**	**-**	**-**	**-**	**-**	**-**	
OPERATING CONTINGENCY*	**-**	**-**	**50,000**	**50,000**	**36,000**	**14,000**	**50,000**	Contingency Fund
TOTAL EXPENDITURES	**2,031,357**	**608,361**	**2,825,851**	**4,768,891**	**6,293,555**	**441,445**	**6,735,000**	
EXCESS OF REVENUE OVER EXPENSES	**785,211**	**3,326,135**	**(894,043)**	**(2,352,001)**	**(4,361,881)**	**263,187**	**(4,098,694)**	
OTHER FINANCING SOURCES	**(3,238,864)**	**(1,575,796)**	**-**	**-**	**-**	**-**	**-**	
NET CHANGE IN FUND BALANCE:	**(2,453,653)**	**1,750,339**	**(894,043)**	**(2,352,001)**	**(4,361,881)**	**263,187**	**(4,098,694)**	
BEGINNING FUND BALANCE	**4,977,754**	**5,762,965**	**9,070,603**	**7,424,732**	**13,081,213**	**(4,887,862)**	**8,193,351**	
ENDING FUND BALANCE	**$ 2,524,101**	**$ 7,513,304**	**$ 8,515,070**		**$8,719,332**	**-$4,624,675**	**$4,094,657**	

Budget Statement: Presented using the modified accrual basis of accounting.

* All administrative/overhead expenses are allocated based on revenue generated by URA 1 (72%) or URA 2 (28%).

NURA ADMINISTRATIVE MEMO
17-01

TO: NURA Board of Directors

FROM: Debbie Tuttle, NURA Executive Director

DATE: January 11, 2017

SUBJECT: 104th Avenue Pedestrian Bridge Update

PURPOSE

In September a structural analysis, and inspection of the I-25 Pedestrian Bridge was completed by Matrix Design (**Attachment A**). As directed by the NURA board, a pedestrian tracking system on the bridge was installed in November to determine usage.

BACKGROUND

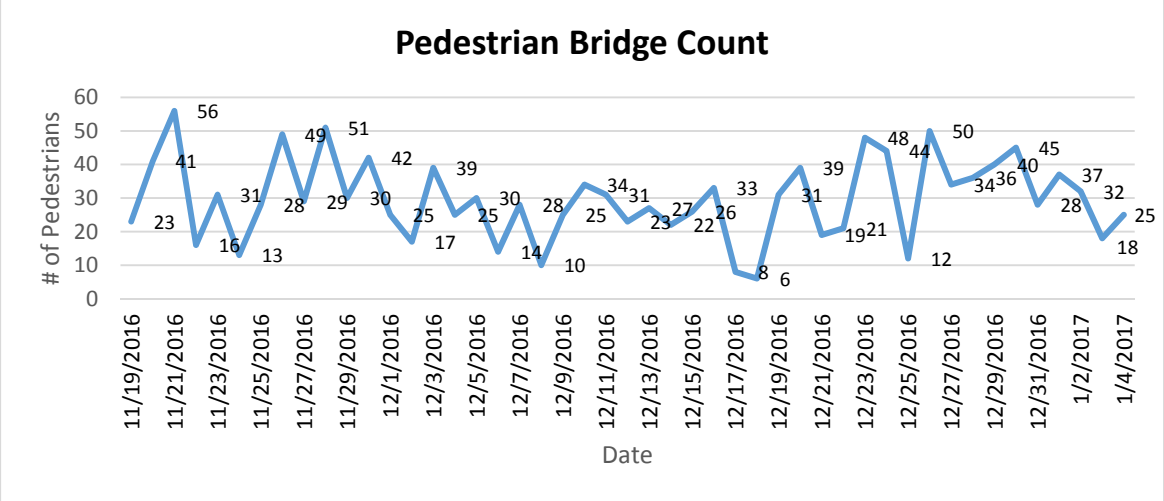
The report provided three potential alternatives:

1. Repair the bridge – Estimated $319,150
2. Demolish the bridge and not rebuild - $1,424,000
3. Make no changes

Attached you will find recent pictures (**Attachment B**) of the condition on and around the bridge. I would also refer to pages 10-14 of the Matrix report.

UPDATE

As the chart below indicates, over the last eight weeks (Nov. 19, 2016 – January 4, 2017) a total of 1,391 times the bridge was accessed by pedestrians. The daily average is 29.5



BUDGET IMPLICATIONS

The Matrix report indicated that the bridge appeared to be structurally adequate with no signs of instability, and the cost to repair the bridge was estimated at $319,150. NURA has budgeted $350,000 for this project in 2017.

Bridge Repair Option Estimated Construction Costs				
Item	**Quantity**	**Units**	**Unit Cost**	**Total Costs**
Curb Replacement	332	CF	$175	$58,100
Traffic Control	1	EA	$40,000	$40,000
Ramp Soffit Patch	800	SF	$12	$10,000
Ramp Landing Patch	1	LS	$750	$750
Embankment Fill	2	CY	$500	$1,000
Remove and Replace Railing	1062	LF	$150	$159,300
Mobilization and Demobilization	1	LS	$30,000	$30,000
Engineering Cost	1	LS	$20,000	$20,000
			Total =	**$319,150**

STAFF RECOMMENDATIONS

The board recommended studying the usage for five months. However, the data over the last two months has proven that the bridge is being utilized by residents on a regular basis. It is staff's recommendation to discuss how both NURA and Council would like to proceed relative to the bridge at the joint meeting on January 23rd.

STAFF REFERENCE

If you have any comments or questions, please contact Debbie Tuttle, Economic Development Manager and NURA Executive Director, at dtuttle@nothglenn.org or call 303-450-8743.

1601 Blake Street, Suite 200
Denver, Colorado 80202
Phone: 303-572-0200
Fax: 303-572-0202
www.matrixdesigngroup.com

August 17, 2016

Ms. Rachelle Plas
Civil Engineer I
City Clerk's Office
11701 Community Center Dr.
Northglenn, CO 80233

RE: E-17-LN Market Place Pedestrian Bridge Inspection and Structural Assessment

Matrix Design Group, Inc. (Matrix) is pleased to submit our inspection report on the Market Place Pedestrian Bridge to the City of Northglenn (City). The attached bridge inspection report includes all bridge information (span, width, clearance, etc.), lists the elements of the bridge (deck, piers, abutments, etc.), and suggested maintenance items for the bridge with pertinent photos for clarification. Matrix has summarized the findings of the bridge inspection below.

The existing concrete, continuous box girder bridge appears to be structurally adequate with no visual signs of instability. However, it is experiencing spalling and delamination of the concrete at the curbs throughout the majority of the bridge ramps. The portion of the bridge that is spanning over I-25 has significant spalling, section loss and heavy reinforcing corrosion in the northern curb. The concrete curbs should be entirely replaced throughout the bridge and bridge ramps. This will delay further spalling and reduce future maintenance. In order to replace the curbs, all the curbs would need to be chip-hammered away, new vertical dowels placed into the deck, and new horizontal reinforcing placed within the curb before pouring new concrete. Patching the concrete curb is not recommended because it will not prevent further spalling as the reinforcing is heavily corroded and, in some instances, it is exhibiting severe pitting which will continue to propagate throughout the curbs. The challenge of replacing the curbs over I-25 is that it will require CDOT Access Permits and traffic control plans to close I-25 and it will require premium night construction work in order to demolish and pour new concrete.

The soffits of the bridge deck ramps have spalled at the location of the handrail embeds. This spalling is most likely a result of moisture entering the vertical post of the railing where the horizontal rails connect as there is a visible gap. The base plate embedded in the concrete has a weep hole at the bottom which allows the moisture to freeze and thaw within the concrete deck. The reinforcing is exposed and exhibiting heavy corrosion in this area. This area can be patched as long as all exposed reinforcing is cleaned first and a vertical drain pipe is installed in the deck under the railing post to allow moisture to seep through the deck without damaging it.

The ramps of the bridge do not conform to ADA slope requirements as the ramps all exceed 10% longitudinal slope when ADA requires a maximum of 8.83%. In order to meet ADA criteria, the ramps on each end of the bridge would need to be nearly 300 feet long with 30' ramps at 8.83% and 5' landings between 30' ramp segments. The railing on the bridge and ramps also do not meet ADA or OSHA requirements as they provide gaps in the railing larger than the allowable 4 inches.

The bridge has an existing clear width of 6'-0" and is not in conformance with CDOT criteria which requires pedestrian bridges to have a clear width of 8'-0". In order to provide a safe pedestrian crossing that will meet current standards, it is recommended that the City replace the bridge and ramps.

We have prepared two cost estimates. We have estimated the costs to make the necessary repairs to the bridge and a second estimate to remove and replace the bridge with a pre-engineered steel truss bridge. The costs associated with bridge repairs and a full bridge replacement are summarized below. Please note that the Bridge Repair Option, while it upgrades some of the components, does not bring the bridge into ADA compliance and meet CDOT standards.

Bridge Repair Option Estimated Construction Costs				
Item	**Quantity**	**Units**	**Unit Cost**	**Total Costs**
Curb Replacement	332	CF	$175	$58,100
Traffic Control	1	EA	$40,000	$40,000
Ramp Soffit Patch	800	SF	$12	$10,000
Ramp Landing Patch	1	LS	$750	$750
Embankment Fill	2	CY	$500	$1,000
Remove and Replace Railing	1062	LF	$150	$159,300
Mobilization and Demobilization	1	LS	$30,000	$30,000
Engineering Cost	1	LS	$20,000	$20,000
			Total =	**$319,150**

The curb replacement costs are based on replacing all curbs on the bridge and bridge ramps. The traffic control costs has been assumed to occur during curb replacement and during the new concrete pours. Typically, CDOT requires a full closure of their highways during concrete placement since it is difficult to stop fresh concrete from seeping through the forms, which would eventually end up on the highway. The traffic control estimate has been based on $5,000 dollars per lane, which is to account for all labor and equipment rentals.

Bridge Removal and Replacement Estimated Construction Costs				
Item	**Quantity**	**Units**	**Unit Cost**	**Total Costs**
Prefabricated Truss Bridge (170'x8')	1,360	SF	$150	$204,000
Ramps (600'x8')	4,800	SF	$150	$720,000
Traffic Control	3	EA	$40,000	$120,000
Abutments & Piers	2	EA	$75,000	$150,000
Utility Relocation	1	LS	$25,000	$25,000
Bridge Demolition	1	LS	$100,000	$100,000
Mobilization and Demobilization	1	LS	$30,000	$30,000
Engineering Cost	1	LS	$75,000	$75,000
			Total =	**$1,424,000**

The new bridge estimate is based on a Contech or Big R Bridge prefabricated steel truss type bridge. Recent estimates put the cost at $150 dollars/SF for these types of bridges. The bridge dimensions are based on the minimum CDOT 8 foot width using the existing bridge spans. The ramps are assumed to be a minimum 300 feet in length for each ramp to bring them into compliance with ADA requirements. The I25 lane closures associated with this option are anticipated to occur 3 times: Once during demolition, once during the setting the bridge, and once during the pouring the concrete deck. A utility relocation cost has also been added as it is anticipated that new abutments and piers will impact the utilities in the CDOT ROW.

Please don't hesitate to call me or Philip Voegtle if you have questions. We are prepared to meet you and the City's staff to go over the report in more detail. If desired, we can prepare a presentation that will assist in the review process.

Thank you,

Matrix Design Group, Inc.

Kevin Lardner, PE
Project Structural Engineer

Cc: File: 16.463.001
Philip Voegtle, PE, SE

City of Northglenn Market Place Pedestrian Bridge Inspection Report

Structure No.: E-17-LN **Inspection Date: 08/02/2016** **Sufficiency Rating: N/A**

Location Information

1.	State:	08 CO
2E/M.	District:	6 8
2T.	Trans Region:	6
3.	County:	001 - Adams
4.	City Code:	54330
5A.	Route On/Under:	2 - Under
5B.	Route Signing Prefix:	1 - Interstate Highway
5C.	Level of Service:	1 - Mainline
5D.	Route Number:	025A
5E.	Directional Suffix:	0
6.	Feature Intersected:	I 25 ML
7.	Facility Carried:	Pedestrian Overpass
8A.	Structure Alias:	
9.	Location:	In Northglenn N. of 104th Ave.
11.	Mile Post:	221.358 mi
12.	Base Hwy Net:	1
13A.	LRS Inv Rt:	000000025A
13B.	LRS Rt No:	00
16.	Latitude:	39.890744
17.	Longitude:	104.987542
18A.	Range:	68W
18B.	Township:	68
18C.	Section:	10
19.	Detour Length:	1 mi
20.	Toll Facility:	3 - Toll Free Road
26.	Functional Class:	11 - Principal Arterial - Interstate
100.	DOD Designator:	1 - Not a STRAHNET Highway
104.	Hwy System:	1 - On National Highway System
105.	Federal Lands Hwy:	0 - Not Applicable
110.	Designated Nat Net:	1 - Part of the National Truck Network

Clearance Information

10.	Max Vert Clr:	19.08 ft
47.	Horizontal Clr:	58.5 ft
53.	Min Vert Clr Over:	99.99
54A.	Ref Min Vert Clr Under:	H - Highway Beneath Structure
54B.	Min Vert Clr Under:	17.5 ft
55A.	Ref Min Lat Clr Under:	H - Highway Beneath Structure
55B.	Min Lat Clr Under (RT):	5.0 ft
56.	Min Lat Clr Under (LT):	12.3 ft

Structure Information

8P.	Parallel Str No:	Not Applicable
21.	Custodian:	04 - City
22.	Owner:	01 - State Highway Agency
27.	Year Built:	1976
28A/B.	Lanes On/Under:	8 8
31.	Design Load:	7 - Pedestrian
32.	Appr Roadway Width:	124 ft
33.	Median:	0 - No Median
34.	Skew:	0
35.	Structure Flared:	0
36H.	Rail Height:	0 ft
37.	Historical Sig:	5 - Not Eligible
42A/B.	Service On/Under:	3 - Pedestrian 1 - Highway
43A/B.	Main Material/Design Type:	2 - Concrete 06 - Box Beam
44A.	Appr Material:	Not Applicable
44B.	Appr Design Type:	Not Applicable
45.	Quantity of Main Spans:	10
46.	No of Appr Spans:	0
48.	Max Span:	83.4 ft
49.	Structure Length:	531 ft
50A.	Curb Left:	0.0
50B.	Curb Right:	0.0
	Deck Area (SF):	4036
51.	Roadway Width:	6 ft
52.	Deck Width:	7.5 ft
66T.	Asphalt Thickness:	0 in
101.	Parallel Str:	N - No Parallel Structure
103.	Temporary Str:	
102.	Direction of Traffic:	0 - Highway Traffic Not Carried
107.	Deck Type:	1 - Concrete Cast-in-place
108A.	Wearing Surface:	1 - Concrete
108B.	Membrane:	0 - None
108C.	Deck Protection:	0 - None
111.	Pier Protection:	1 - Not Required
112.	NBIS Length:	Y - Yes
120A.	Structure Type:	CBGC-Concrete Box Girder, Cont.
120B.	CDOT Constr Type:	02 - Poured in Place
124.	Expansion Device:	B - Compression Joint Seal
125A.	Bridge Rail Type:	NA - Not Applicable
125B.	Bridge Rail Mod:	0 - Not Modified

Matrix DESIGN GROUP
AN EMPLOYEE-OWNED COMPANY

City of Northglenn Market Place Pedestrian Bridge Inspection Report

Structure No.: E-17-LN **Inspection Date: 08/02/2016** **Sufficiency Rating: N/A**

Appraisal/Condition Information

36A.	Bridge Rail:	Not Applicable
36B.	Approach Trans:	Not Applicable
36C.	Approach Rail:	Not Applicable
36D.	Approach Term:	Not Applicable
58.	Deck:	5 - Fair Condition
59.	Superstructure:	6 - Satisfactory Condition
60.	Substructure:	7 - Good Condition
61.	Channel/Channel Prot:	Not Applicable
62.	Culvert:	Not Applicable
67.	Structure Condition:	Not Applicable
68.	Deck Geometry:	Not Applicable
69.	Under Clr Vert & Horiz:	3 - Require Corrective Action
71.	Waterway Adequacy:	Not Applicable
72.	Approach Alignment:	8 - Equal to Present Desirable Criteria
113.	Scour Critical:	Not Applicable
113M.	Scour Watch:	Not Applicable

Inspection Information

90A. Inspection Date:	8/2/2016
90B. Inspection Team:	Matrix
90C. Inspector:	Kevin Lardner
91. Frequency:	24 months
92A. FC Frequency:	
92B. UW Frequency:	
92C. SP Frequency:	
93A. FC Inspection Date:	
93B. UW Inspection Date:	
93C. SP Inspection Date:	
133. SP Equipment:	99 - Unknown

Traffic Data Information

29.	Avg Daily Traffic:	137,000
30.	Year of ADT:	2011
109.	Truck ADT:	9%
114.	Future ADT:	198,650
115.	Year of Future ADT:	2031

Rating/Posting Information

41.	Posting Status:	A - Open, No Restrictions
63.	Operating Rating Mthd:	5 - No Rating Analysis Performed
64.	Operating Rating:	0.0
65.	Inventory Rating Mthd:	5 - No Rating Analysis Performed
66.	Inventory Rating:	0.0
70.	Posting:	5 - No Posting Required
129A.	Load Posting/Type 3:	0
129B.	Load Posting/Type3-2:	0
129C.	Load Posting/Type3S2:	0
130.	Rating Date:	1/1/2011

Structure Improvement Information

75A.	Type of Work:
75B.	Work Done By:
76.	Length of Improvement:
94.	Bridge Imp Cost:
95.	Roadway Imp Cost:
96.	Total Imp Cost:
97.	Year of Cost Estimate:
106.	Year Reconstructed:

Inspection Notes

Time = 10:30 a.m. - 12:30 p.m. Weather = Sunny, 85 Degrees (F)

Structure No.: E-17-LN **Inspection Date: 08/02/2016** **Sufficiency Rating: N/A**

Element Condition Comments:

Element Description: ***12-Concrete Deck-Bare*** Element Category: ***Deck***

Total Quantity: *4,036* Units: *Square Feet (SF)* CS 1: *2,018* CS 2: *202* CS 3: *1,816* CS 4: *0* CS 5: *0*

Element Notes: Bare concrete deck for the ramps and bridge. The ramps and bridges are exhibiting light scaling. Deck surface has spalled at the landings between ramps A&B and C&D. The spall at the landing betweens Ramps C&D has been patched with asphalt (See photos). Some delamination is occuring near the spalled concrete. Longitudinal cracking in the ramps.

Element Description: ***358-Deck Surface Cracking*** Element Category: ***Deck***

Total Quantity: *1,816* Units: *Square Feet (SF)* CS 1: *0* CS 2: *0* CS 3: *1,816* CS 4: *0* CS 5: *0*

Element Notes: Longitudinal cracking in the ramps.

Element Description: ***105-Concrete-Closed Webs/Box Girder*** Element Category: ***Deck***

Total Quantity: *80* Units: *Lineal Feet (LF)* CS 1: *79* CS 2: *1* CS 3: *0* CS 4: *0* CS 5: *0*

Element Notes: Single concrete box girder. Small shear cracks evident in main spans near the piers. Hairline shrinkage cracks are evident in the girders near Piers 7 and 9. Small spall visible over NB lanes.

Element Description: ***205-Concrete-Column or Pile Extension*** Element Category: ***Deck***

Total Quantity: *26* Units: *Each (EA)* CS 1: *25* CS 2: *1* CS 3: *0* CS 4: *0* CS 5: *0*

Element Notes: 4 foot x 1 foot concrete columns with variable heights. There are 2 columns at each pier. Spalling and delamination occuring in the eastern column of Pier 12 (See Photos).

Element Description: ***215-Concrete Abutment*** Element Category: ***Deck***

Total Quantity: *15* Units: *Linear Feet (LF)* CS 1: *15* CS 2: *0* CS 3: *0* CS 4: *0* CS 5: *0*

Element Notes: Concrete stub abutments at the base of the ramps on each end of the bridge.

Structure No.: E-17-LN **Inspection Date: 08/02/2016** **Sufficiency Rating: N/A**

Element Description: ***302-Compression Joint Seal*** Element Category: ***Deck***

Total Quantity: *16* Units: *Linear Feet (LF)* CS 1: *15* CS 2: *1* CS 3: *0* CS 4: *0* CS 5: *0*

Element Notes: Compression seal between Pier 9 & Pier 10 is in good condition. The compression seal between Pier 6 and Pier 7 is lifting at the west end.

Element Description: ***321-Concrete -Approach Slab*** Element Category: ***Deck***

Total Quantity: *158* Units: *Square Feet (SF)* CS 1: *158* CS 2: *0* CS 3: *0* CS 4: *0* CS 5: *0*

Element Notes: 10' by 7'-6" concrete approach slabs on each end of the bridge. Soil loss has occurred at each approach slab creating voids near the abutments. Cracking is visible in the slab at the abutments (See Photos).

Element Description: ***330-Metal Bridge Railing*** Element Category: ***Deck***

Total Quantity: *1,062* Units: *Linear Feet (LF)* CS 1: *1,050* CS 2: *12* CS 3: *0* CS 4: *0* CS 5: *0*

Element Notes: Galvanized handrail on both ends of the ramps and bridge. Expansion sleeve is missing on Ramp D near Pier 15. Railing at abutment 1 is signaficantly bent. Railing is no longer to OSHA standard. Handrailing on the bridge is not at the minimum OSHA required height. Chain link fence around bridge appears to be in good condition.

Element Description: ***338-Curbs/Sidewalks*** Element Category: ***Deck***

Total Quantity: *1,062* Units: *Linear Feet (LF)* CS 1: *0* CS 2: *531* CS 3: *364* CS 4: *167* CS 5: *0*

Element Notes: Concrete curbs have major spalling and exposed reinforcing. Patching is evident in the past (estimated 2006) but have since failed. There is approximately 72 feet of cracking and spalling on Ramp D. Approximately 70 feet of spalled and patched curb on Ramp C. Approximately 137 feet of spalled curb on Ramp B. Approximately 85 feet of spalled curb on Ramp A. The entire north curb on the bridge deck is spalled away. Reinforcing is exhibiting heavy corrosion and pitting.

Element Description: ***359-Soffit Smart Flag*** Element Category: ***Deck***

Total Quantity: *1* Units: *Each (EA)* CS 1: *1* CS 2: *0* CS 3: *0* CS 4: *0* CS 5: *0*

Element Notes: Concrete overhangs have major spalling occuring. The areas where spalling is occuring is at the location where the handrail posts are embedded into the curb and deck. The spalls are making the reinforcing visible and the reinforcing is exhibiting heavy corrosion. The spalling is most likely a result of moisture entering the handrails and leaking through the end caps embedded in the deck. The overhangs above the roadway appear to be in good condition.

Structure No.: E-17-LN **Inspection Date: 08/02/2016** **Sufficiency Rating: N/A**

Maintenance/Repair Recommendations:

Maintenance Repair Element: ***338-Curbs/Sidewalks***

Maintenance Action: *Concrete Patch*

Area of Repair: *Structure* Status: *Existing* Timeline: *Less than 1 year*

Category: *Repair* Priority: *High* Quantity: *332 Cubic Feet (LF)* Est. Cost: *$98,100*

Access Difficulty: *Probable* Traffic Control: Utility Conflict: Right of Way Conflict: Environmental Conflict:

Notes: Remove and replace concrete curb. Suggest replacing all concrete curbing and reinforcing.

Maintenance Repair Element: ***359-Soffit of Concrete Deck***

Maintenance Action: *Concrete Patch*

Area of Repair: *Structure* Status: *Existing* Timeline: *Less than 1 year*

Category: *Repair* Priority: *High* Quantity: *800 Square Feet (SF)* Est. Cost: *$10,000*

Access Difficulty: *Possible* Traffic Control: Utility Conflict: Right of Way Conflict: Environmental Conflict:

Notes: Patch the spalled concrete soffit. Insert a drain for the moisture from the railing to escape.

Maintenance Repair Element: ***12-Concrete Deck-Bare***

Maintenance Action: *Patch Concrete Deck*

Area of Repair: *Structure* Status: *Existing* Timeline: *Less than 1 year*

Category: *Repair* Priority: *High* Quantity: *1 Lump Sum (LS)* Est. Cost: *$750*

Access Difficulty: *Possible* Traffic Control: Utility Conflict: Right of Way Conflict: Environmental Conflict:

Notes: Patch the spalled portions in the concrete deck on the landings of the bridge ramps.

Maintenance Repair Element: ***321-Concrete-Approach Slab***

Maintenance Action: *Embankment Fill*

Area of Repair: *Embankment* Status: *Existing* Timeline: *1 to 5 years*

Category: *Preventative* Priority: *Low* Quantity: *2 Cubic Yards (CY)* Est. Cost: *$1,000*

Access Difficulty: *Probable* Traffic Control: Utility Conflict: Right of Way Conflict: Environmental Conflict:

Notes: Fill soil under the approach slabs.

Structure No.: E-17-LN **Inspection Date: 08/02/2016** **Sufficiency Rating: N/A**

Maintenance Repair Element: ***330-Metal Bridge Railing***

Maintenance Action: *Replace Bridge Railing*

Area of Repair: *Structure* Status: *New* Timeline: *1 to 5 years*

Category: *Replacement* Priority: *Moderate* Quantity: *1,062 Linear Feet (LF)* Est. Cost: *$159,300*

Access Difficulty:	Traffic Control:	Utility Conflict:	Right of Way Conflict:	Environmental Conflict:
Possible	*Probable*			

Notes: Consider replacing the bridge railing with an ADA and OSHA compliant railing.

Maintenance Repair Element: ***12-Concrete Deck-Bare***

Maintenance Action: *Replace Bridge*

Area of Repair: *Structure* Status: *New* Timeline: *1 to 5 years*

Category: *Replacement* Priority: *Moderate* Quantity: *1 Each (EA)* Est. Cost: *$1,424,000*

Access Difficulty:	Traffic Control:	Utility Conflict:	Right of Way Conflict:	Environmental Conflict:
Probable	*Probable*	*Probable*	*Probable*	

Notes: Consider replacing the bridge or replacing the bridge ramps at a minimum. The current ramps are not in conformance with ADA nor CDOT criteria. The railings on the bridge ramps do not meet OSHA criteria. The fencing on the bridge deck does not extend 30 feet beyond the outside shoulder as per CDOT requirements. The minimum clear width for a pedestrian bridge shall be 8'-0" per CDOT requirements.

Structure No.: E-17-LN **Inspection Date: 08/02/2016** **Sufficiency Rating: N/A**

Photos:

North Bridge Elevation Looking South

South Bridge Elevation Looking North

Structure No.: E-17-LN **Inspection Date: 08/02/2016** **Sufficiency Rating: N/A**

West Bridge Approach Looking East

East Bridge Approach Looking West

Structure No.: E-17-LN **Inspection Date: 08/02/2016** **Sufficiency Rating: N/A**

Roadway Looking South

Roadway Looking North

Structure No.: E-17-LN **Inspection Date: 08/02/2016** **Sufficiency Rating: N/A**

General View of Deck

General View of Superstructure

Structure No.: E-17-LN **Inspection Date: 08/02/2016** **Sufficiency Rating: N/A**

Typical Spalling and Cracking at Each Railing Embedment on Ramps

Spalling and Minor Delamination at Pier 12 on Ramp C

Structure No.: E-17-LN **Inspection Date: 08/02/2016** **Sufficiency Rating: N/A**

Spalled Concrete with Asphalt Patch on West Platform between Ramps C & D

North Concrete Curb on Bridge has Spalled. Reinforcing Exhibiting Heavy Corrosion

Structure No.: E-17-LN **Inspection Date: 08/02/2016** **Sufficiency Rating: N/A**

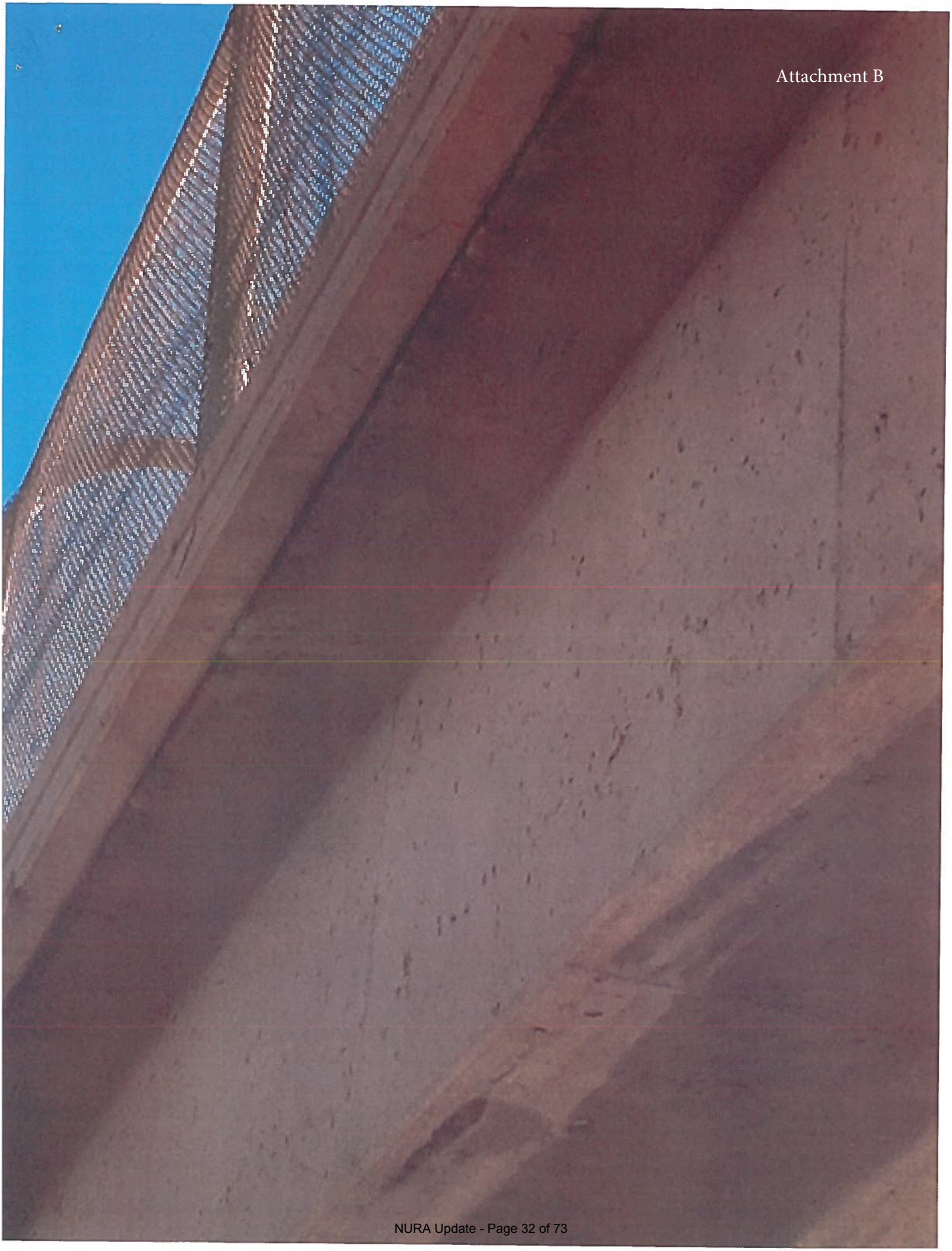
Spalled Concrete Curb on Ramp B with Reinforcing Projecting Up

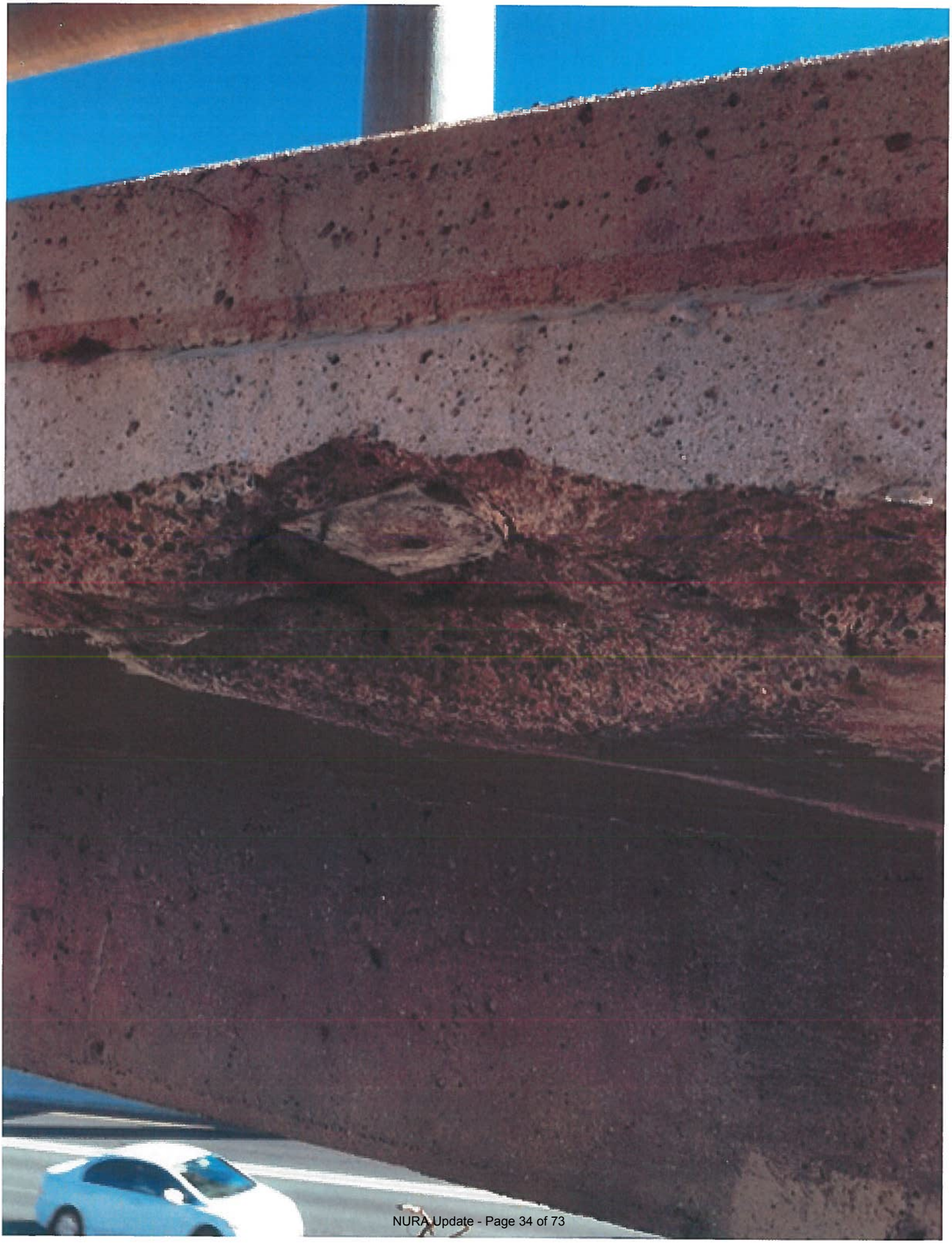
Typical Spalled Concrete Curb on Ramp B with Reinforcing Exhibiting Heavy Corrosion

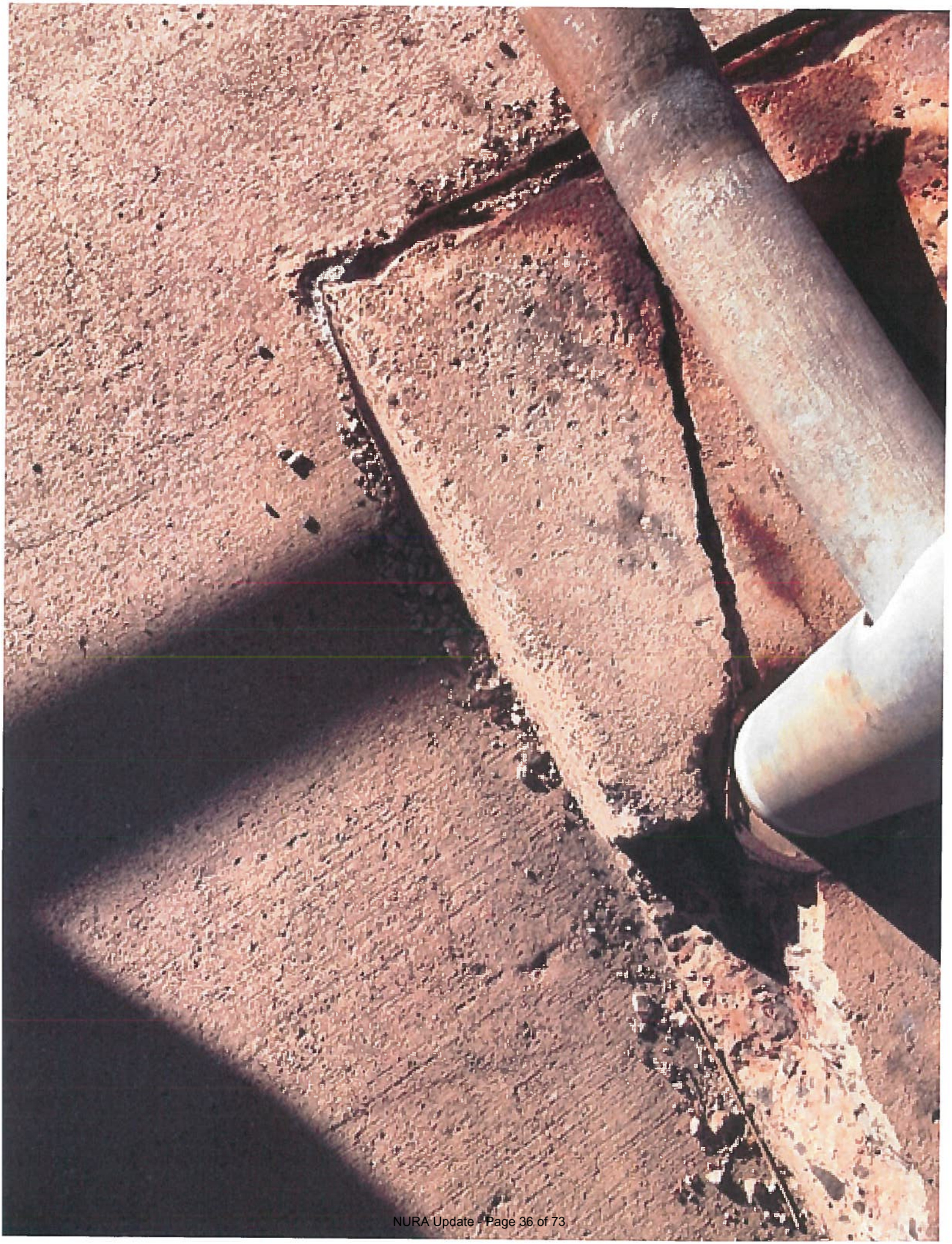
Structure No.: E-17-LN **Inspection Date: 08/02/2016** **Sufficiency Rating: N/A**

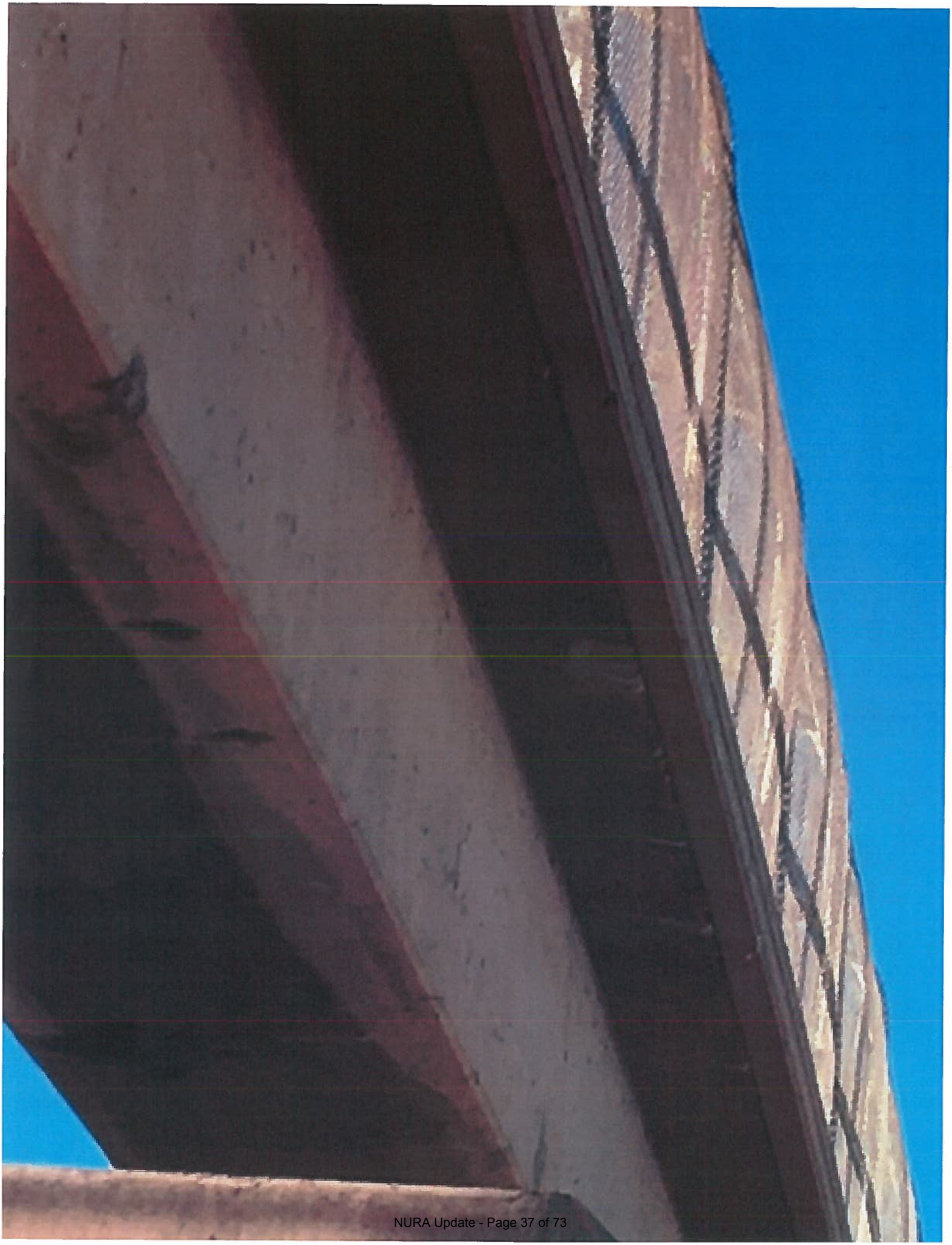
2-1/2" Deep Concrete Spall on East Platform between Ramps A & B

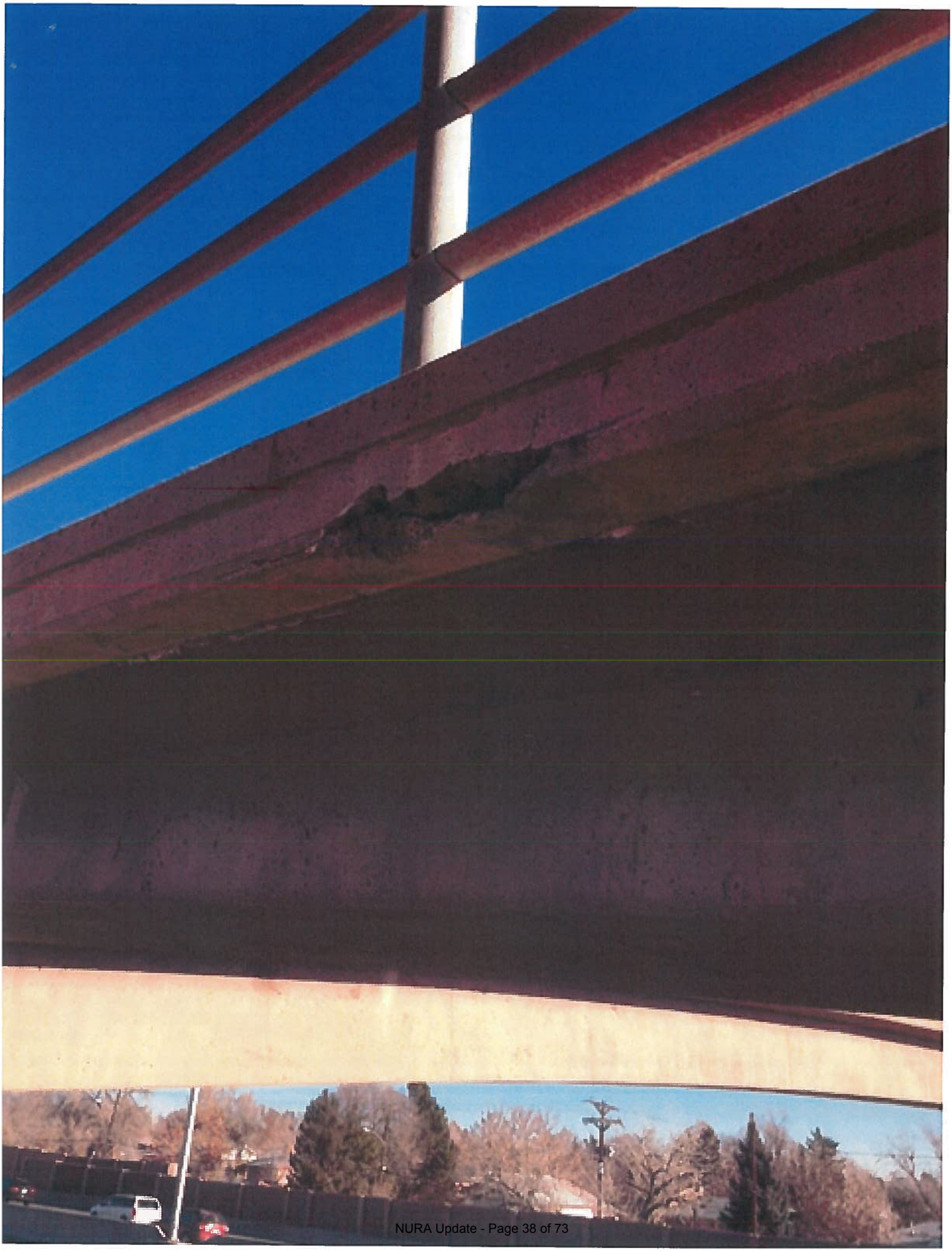
West Approach Sidewalk at Ramp D Exhibiting Cracking and has Completely Undermined


Attachment B









NURA ADMINISTRATIVE MEMORANDUM

17-02

TO: Northglenn Urban Renewal Authority

FROM: Debbie Tuttle, Executive Director & ED Manager

COPY: Kent Kisselman, David Willett

DATE: January 11, 2017

SUJECT: **Marketplace Utility Study Update**

PURPOSE:

The purpose of the *Marketplace Utility Study* is to determine what future infrastructure improvements will need to be made at the Marketplace if redeveloped. This memorandum is to provide the NURA board an update on the selected contractor, and project updates and timelines. The contract was awarded to JR Engineering on September 26, 2016, in the amount of $96,153.

UPDATE & TIMELINE

The Public Works department is meeting with JR Engineering on 1/12/17, and will provide further updates on the expected delivery of the final study. Below is a review of items that have been completed, and are planned for the future under the Scope of Work.

Project Reconnaissance and Document Review

- Review planning documents – completed
- Review Northglenn (NG) water model - completed
- Review drainage master plans - completed
- Review Marketplace (MP) Redev. drainage report - completed
- Review NG collection system model - completed
- Review NG treated water system modeling evaluation - completed
- Review existing GIS data - completed
- Review NG sustainability assessment - completed

Water System Analysis

- Evaluate existing water models - completed
- Generate future water models with potential improvements – ongoing – requiring verification of future land use and layout

Sewer System Analysis

- Existing system evaluation – ongoing – requiring field inventory
- Conduct field survey of existing sewer system – ongoing – to be completed 1-13-2017
- Conduct condition assessment of existing sewer system - ongoing – to be completed 1-13-2017

- Develop hydraulic model of sewer system - ongoing – requiring field inventory
- Evaluate hydraulic model and propose potential improvements - ongoing – requiring field inventory and verification of future land use and layout

Storm Drainage System Analysis

- Conduct field survey of existing sewer system - ongoing – to be completed 2-2-2017
- Develop Regional Basin Study and Hydrology – ongoing
- Hydraulic evaluation of existing infrastructure - ongoing – requiring field inventory
- Identify potential detention and water quality locations – ongoing depending on verification of future land use and layout
- Evaluate proposed development and prioritize improvements – ongoing depending on verification of future land use and layout

Deliverables

- Conduct 5 Meeting with City Staff – 2nd meeting on 1-12-2017
- Prepare Engineer's estimate of probable cost for improvements – ongoing
- Prepare Conceptual Design Report - ongoing
- Prepare MP Drainage Basin Study - ongoing

BUDGET IMPLICATIONS

The total project fee to JR Engineering is $96,153. Of which NURA has budgeted $50,000, and the city will pay for the remainder of the costs.

STAFF REFERENCE

If you have any comments or questions, please contact Debbie Tuttle, Economic Development Manager and NURA Executive Director, at dtuttle@nothglenn.org or call 303-450-8743.

Attachments:

1. JR Engineering Proposal
2. Request for Proposal

City of Northglenn
Market Place Utility Study
RFP 2016-007

Proposal for
Civil & Survey Services

City of Northglenn, CO

Civil Engineering & Planning

Construction Services

Landscape Architecture

Surveying

Transportation

Water Resources

J·R ENGINEERING

Service | Expertise | Quality

May 19, 2016

J·R ENGINEERING

City of Northglenn
City Clerk's Office
11701 Community Center Dr.
Northglenn, CO 80233

RE: Request for Proposals – **Market Place Utility Study**

Dear Selection Committee:

JR Engineering (JR) is pleased to submit our proposal for the ***Market Place Utility Study*** to the ***City Staff*** of the ***City of Northglenn***. We are enthused and energized about this opportunity to work with the ***City of Northglenn***, by comprehensively providing all of the professional services requested within the solicitation for professional services associated with the utility study. Our in-house group of devoted engineers, surveyors and support personnel will supply services such as survey, utility modeling, storm water design, construction cost estimating and evaluation; all of which **JR Engineering** believes is needed to bring about a successful project, uniquely suited to the vision of the Market Place Utility Study

I will serve as Project Principal, along with our Project Manager, Mr. Jason Tarry, PE, will be our primary point of contact for the **City of Northglenn's** project team. Mr. Tarry is fully supported by our experienced staff, continually monitoring budgets, and schedule and project goals. The **JR Team** also includes Jarrod Adams, PLS who will orchestrate the field survey and data collection; Tristan Bonser, PE who will model and analyze the sanitary sewer system; Giles Fee, PE who will evaluate the potable water system model and identify capacity limitations; and Garrett Bales, PE, CFM who will conduct the evaluation of the existing storm sewer systems.

The **JR Project Team** has vast project experience in evaluating existing utility systems for proposed or modified development conditions, similar in size and scope to the ***City's Market Place Utility Study*** project. Some of these projects include: The City of Thornton's Redevelopment at 104th Avenue and Washington Street, the Pena Station Transit Oriented Development Project in Denver, Colorado and Prairie Center Development in Brighton, Colorado. The **JR Project Team** successfully completed inventories and utility evaluations similar to the **City of Northglenn's** own ***Market Place Utility Study*** to establish a utility master planning document. This document was used to identify infrastructure

limitations, required improvements, prioritization, budget estimates and recommendations.

JR Engineering is committed to delivering all of our projects on time and within budget, while meeting the goals of our clients and the surrounding community. We have received and reviewed both Addendum #1 and #2 along with the contract provided with the request for proposal, we are prepared to execute it. **JR Engineering** would like to be a part of your team and help make your Community's Vision a reality. We look forward to your favorable consideration of our qualifications. If additional information or clarification is needed to support our submittal, please feel free to contact Jason or myself.

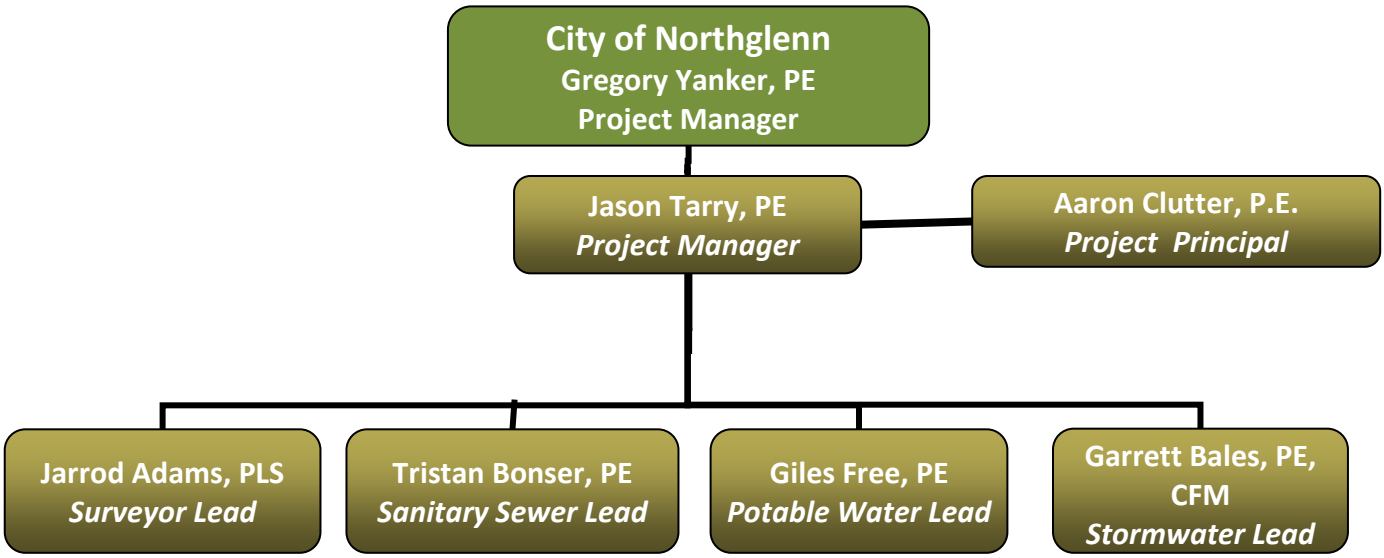
Respectfully submitted,
JR ENGINEERING, LLC

Aaron L. Clutter, PE
Ph: (303) 267-6220
Email: *aclutter@jrengineering.com*
President

Jason M Tarry, PE
Ph: (303) 267-6215
Email: *jtarry@jrengineering.com*
Project Manager

Project Team

JR Engineering is proud to present our team of experts, whom we have chosen to work alongside the *City of Northglenn staff* on the ***Market Place Utility Study***. The following personnel chart indicates the key project staff we have assigned to this project and the general lines of communication that we have established to manage the project. Within the appendix section of this proposal, you will also find our full resumes of our key team members.



Executive Summary

JR Engineering, LLC was established in Colorado in 1973 as a surveying and civil consulting firm. Today, **JR Engineering** offers a variety of clients a full range of comprehensive civil engineering, planning and surveying services. We have the resources to manage your project from initial planning and conceptualization, to preliminary engineering and final design, through complete construction – ***on schedule, within budget, and without compromise***. Areas of expertise include design-build, transportation, civil engineering, water resources, construction services, surveying and structural engineering. Our highly skilled management team includes past City, County, and State Engineers, City Traffic Engineers, and Public Works Directors, with decades of practical experience working for public agencies throughout the Rocky Mountain Region.

Engineering is not only our career, it is also our passion. We truly appreciate the opportunities we have to utilize our knowledge and experience to provide benefit the communities we live, work, and pay in. Projects like the ***Market Place Utility Study*** will give us the opportunity to work alongside the *City of Northglenn staff* to inventory, evaluate and plan for the infrastructure needs of the re-development of this commercial hub. We understand the importance of an inventory and master planning project. A clear picture of the current conditions with informed recommendations will allow the *City's* decision-makers to make choices that are not only cost effusive, but add the most benefit for growth and development today, but also with best available foresight for the future.

Program and Project Management

We at JR Engineering believe that the success of a project comes from clear direction, open communication, solid planning and efficient execution. As a result, we manage project budget and costs with similar steps. The Project Manager for JR, Jason Tarry, PE, will not only be the primary point of contact for the *City*, but will manage the budgets and oversee the production of the work product.

The first step of a successful project is clear direction. The Request for Proposal for this project provides a sufficient framework for the scope of this project, but the clear direction needs to be established based on the answers to the following questions: who are the project stakeholders, who are the *City's* resources and what are the goals to be accomplished with this project? This can be accomplished with a clear agenda and attendance at a project kickoff meeting. This clear direction needs to be discussed along with challenges and obstacles. Ultimately, the points discussed and the conclusions established need to be documented and continually referred to maintain the project path.

The second step for the successful management of the project is open communication. JR intends to accomplish an open line of communication not only with meetings, but also with a ***Design Action Log***. JR utilizes a ***Design Action Log*** to layout the anticipated design schedule, identify milestones, and relay issues and concerns along the way. Our ***Design Action Log*** is provided and updated to the *City's Project Manager* on a routine basis. The goal of this ***Design Action Log*** is to present the task progress, budget spent and challenges faced. We believe a weekly or routine notification of progress will allow all parties involved with the project to stay on top of issues and items that may affect project goals or budgets. Therefore, course corrections and plan amendments can be agreed upon and occur in real time rather than after the fact.

The third step for successful project management is solid planning. The term solid identifies that sufficient detail is included in the plan to prevent missteps and backtracking. Every project, come with their share of issues that require attention and focus. Sometimes it is as a result of unforeseen conditions (buried manhole covers, errors/omissions in existing modeling). With solid planning, these issues can be addressed without adversely affecting budget or schedule.

Lastly, efficient execution of the plan requires monitoring and perspective. Meeting the project goals through efficient execution allows progress to be tracked and billing to be matched to progress. With the project's direction clear, open communication and solid planning, efficient execution is possible. Issues with execution arise when direction or communication is not clear. With the routine ***Design Action Log,*** these issues can be identified and addressed before the execution of project tasks proceed down the wrong path too far.

Work Plan

The following is the ***Market Place Utility Study*** Work Plan identifying the various tasks to be completed by the JR project team along with the deliverables associated with each phase of the project. The work plan also references the specific tasks identified in the *City's* Request for Proposals for this project.

- ❖ ***Project meetings***
- • ***Project tasks***
- ➢ ***Deliverable items provided to the City***
- o ***Optional project tasks not implicitly required by the City's scope, but may be necessary based on our experience with similar projects.***

A. Project Reconnaissance and Document Review

- ❖ JR will schedule and conduct a kickoff meeting with the *City's Project Staff* to introduce the stakeholders, present the ***Design Action Log*** and define the project expectations. JR's Project Team personnel will prepare meeting minutes from the meeting and distribute.
- • JR's Project Team will review all existing planning data provided by the *City*. *June 16th – 23rd*
- • JR's Project Survey Team will verify the *City's* existing survey with to calibrate a detailed and accurate base map of existing topography and physical features. This task includes the following:
  - Establish horizontal and vertical control as identified in the *City's Standards*. *June 16th – 21st*
  - JR field surveyors will obtain field information. Existing storm and sanitary sewer manholes will be horizontally located, dipped for invert, pipe size, manhole dimensions and direction data. *June 21st – July 15th*
- ❖ JR will meet with the *City* to present the existing base mapping and project status. An updated schedule will be presented to discuss timing and critical path. ***Milestone*** *July 18th Progress Meeting*

B. Water System Analysis

- **JR Engineering's** water team will review and evaluate the Northglenn existing water model and Treated Water System Model Report to verify that the conclusion presented are consistent with the findings. This evaluation will also require input from ***City Staff*** as current flow issues and reports will help to calibrate the model results.
  - *The value of a water model is only as beneficial as the accuracy of the input.* The best way to determine the accuracy of the model is to calibrate the model based on in-situ conditions. **JR** proposes to provide the ***City*** with select locations where fire flow tests can be completed. **JR** recommends the ***City*** include this calibration effort into the scope of services. These test results will be compared with the model output. The model will be adjusted to provide similar results at the testing locations. This calibration will help with the development of the future conditions model as well.
- Based on the proposed/future development plans for the area, **JR** will develop a scenario built upon the calibrated existing conditions water model to serve future development. The model will identify flow and pressure issues for various land uses and densities. These issues will be accommodated by modifying the model infrastructure.

➢ At the completion of the project, **JR** will provide the ***City*** the complete model in an EPANET2 file format.

➢ **JR** will provide the ***City*** a conceptual design report that provides the findings and recommendations based on the conceptual design and cost estimates.

❖ **JR** will meet with the ***City*** to present the findings and recommendations from the Water System Analysis. An updated schedule will be presented to discuss timing and critical path. ***Milestone*** *August 19th Progress Meeting*

C. Sanitary Sewer Analysis - *August 1st – September 12th*

- The **JR Project Team** will evaluate the available sanitary sewer loading models to evaluate the validity of input/output and identify locations for in-situ flow tests.

➢ **JR** will provide the ***City*** a sanitary exhibit to illustrate the selected locations for flow testing.

- During the field survey phase of the project, qualified **JR Staff** will evaluate and document the condition of the manholes within the study area.
- Utilizing the existing information the **JR Project Team** will develop a sewer system hydraulic model for the Main Fork of Grange Hall Creek within the ***Market Place*** area to the Lift Station A. **JR** will utilize Bently's Sewer CAD for this model as we find that the interface with most GIS platforms allows for ease of use. The model developed will utilize the in-situ flow testing data along with existing land uses and tap counts to calculate flow rates throughout the system. The model will then be utilized to identify issues, capacity limitations, and infrastructure needs.
- Utilizing the corrected existing condition model, **JR** will modify land use and flow parameters to match the anticipated sewer loading for the future condition. Again, the model will identify issues, capacity limitation, and infrastructure needs. The future infrastructure needs will then be evaluated with conceptual design to establish cost estimates for prioritization.

➢ **JR** will provide the ***City*** a conceptual design report that provides the findings and recommendations based on the conceptual design and cost estimates.

❖ **JR** will meet with the ***City*** to present the findings and recommendations from the Sanitary Sewer Analysis. An updated schedule will be presented to discuss timing and critical path. ***Milestone*** *September 13th Progress Meeting*

D. Storm Drainage System Analysis - *June 21st – October 12th*

- **JR** will collect, review and evaluate the previous drainage studies along with the collected survey data. This evaluation will help **JR** create a picture of the existing conditions throughout the project basin.
- **JR** will utilize existing topographic information along with the previous drainage studies to prepare a hydrologic evaluation of the project basing. This task includes verifying sub-basin delineation, rainfall intensity data, and routing to develop a picture of the runoff for the project.
- With the hydrologic information confirmed, the project team will evaluate the hydraulic conditions and capacities of the existing conveyance systems using hydraulic modeling software. This hydraulic evaluation will help identify capacity issues within the system. The team will develop conceptual designs to help address system capacity issues, assess the potential for regional/sub-regional detention and identify opportunities to enhance water quality.
- Utilizing the hydrologic information assembled with the future planning concepts, **JR** will develop recommendations to improve the effectiveness of the storm sewer system with future development.

➢ **JR** will provide the ***City*** a ***Market Place Drainage Basin Study Report*** to present the findings from the drainage analysis.

❖ **JR** will meet with the ***City*** to present the findings and recommendations from the Storm Drainage Analysis. An updated schedule will be presented to discuss timing and critical path. ***Milestone*** *October 14th Progress Meeting*

Project Experience

Project: **104th Avenue and Washington Street Re-Development**

Client: **City of Thornton**

As part of the Thornton Development Authority, The City, contracted with JR Engineering to perform survey and engineering services to inventory and evaluate the current water, sanitary sewer and storm drainage system within the existing infill development. Based on the condition and capacity of the existing infrastructure, JR developed conceptual design alternatives and cost estimates for improvements required to serve the proposed re-development effort. This project enabled the City to identify the financial burden required to re-develop the nearly 50 Acre site.

Project: **Pena Station Development**

Client: **Aviation Station North Metropolitan District / City and County of Denver - Aviation**

JR Engineering worked as District engineer to re-evaluate the existing utility master plans, existing infrastructure, and original land use plans to accommodate a Transit Oriented Development centered on the first rail stop of the A-line from Denver International Airport. The project included:

- Evaluation of the existing capacity of the potable water infrastructure within Tower Road and 56th Avenue. Due to the potential for buildings above 6-stories, pressure, line capacity and fire protection capability were verified. JR prepared updated hydraulic models using EPANET along with an updated master plan to verify and present the improvements required to existing and proposed infrastructure.
- JR evaluated the sewer master plan and agreements for the Tower Road sewer trunk to determine if the proposed development could be served. This required flow testing and model calibration. Ultimately the development is served by a lift station and force main directed to the City's sewer in 56th Avenue.
- The overall drainage system was revised for the development. JR prepared an amendment to the 1st Creek Outfall System Plan to relocate a sub-regional detention pond in the heart of the T.O.D. area. Along with the amendment, JR prepared the design for a UDFCD channel to accommodate conveyance and water quality.

Project: **Prairie Center Development**

Client: **Prairie Center Metropolitan District / City of Brighton**

JR Engineering completed a full field survey and evaluation of existing water, wastewater and drainage infrastructure adjacent to the Prairie Center Development. Based on the information gathered along with the City of Brighton's utility master planning documents, JR developed an updated water and wastewater master plan to cover the new development along with the regional south Brighton Sub Area. JR Engineering also prepared an amended Outfall System Plan to accommodate developed stormwater runoff for the South Sub Area Basin. The planning documents more specifically covered the following:

- Development of new sanitary sewer outfall systems for the proposed redevelopment of commercial and retail sites. This included identifying limitations within the City's existing sanitary sewer system and proposed improvements to alleviate existing "bottlenecks".
- The existing drainage infrastructure required to serve the site was determined as undersized from the initial investigation. JR Engineering proposed a system of "oversized," regional, detention ponds to reduce the peak discharge from the site and utilize a more cost effective outfall system. This modification required an amendment to the current Outfall System Plan.

References

(Project roles and responsibilities for projects referenced above are Project Manager)

- Mark Throckmorton, 303-295-3071, Aviation Station Metropolitan District President
- Mike Tamblyn, 303-378-4166, Prairie Center Metropolitan District President
- Roy Gallea, 303-655-2035, City of Brighton Utilities
- Philip Kim, P.E., 720-865-3134, City of Denver Development Services

Fee Schedule & Resource Allocation
City of Northglenn RFP 2016-007
Market Place Utility Study

TASKS	WORK ITEM	Principal/ Project Manager	Project Lead	Project Engineer/ Surveyor	Engineer/ Surveyor	One-Man Field Survey	Two-Man Field Survey	Sub-Consultant	Direct Expense	Totals
		$155	$125	$113	$108	$110	$140	L.S.	L.S.	
100	**Project Reconnaissance and Document Review**									
	Review planning documents	2.0	2.0		3.0					$884
	Review NG water model		2.0		4.0					$682
	Review drainage master plans		2.0		2.0					$466
	Review MP Redev. drainage report		2.0		6.0					$898
	Review NG collection system model		2.0		4.0					$682
	Review NG treated water system modeling evaluation		2.0		2.0					$466
	Review existing GIS data		2.0		4.0					$682
	Review NG sustainability assessment		2.0		3.0					$574
	Subtotal									**$5,334**
200	**Water System Analysis**									
	Evaluate existing water models		8.0	4.0	18.0					$3,396
	Generate future water models with potential improvements	2.0	8.0	8.0	24.0					$4,806
	Subtotal									**$8,202**
300	**Sewer System Analysis**									
	Existing system evaluation		6.0		14.0					$2,262
	Conduct field survey of existing sewer system	2.0		4.0	12.0	20.0	40.0			$9,858
	Conduct condition assessment of existing sewer system		2.0		30.0					$3,490
	Develop hydraulic model of sewer system		14.0		22.0					$4,126
	Evaulate hydraulic model and propose potential improvments	4.0	14.0		16.0					$4,098
	Subtotal									**$23,834**
400	**Storm Drainage System Analysis**									
	Conduct field survey of existing sewer system	2.0		4.0	12.0	30.0	30.0			$9,558
	Develop Regional Basin Study and Hydrology		8.0	16.0	22.0					$5,184
	Hydraulic evaluation of existing infrastructure		6.0	12.0	30.0					$5,346
	Identify potential detention and water quality locations		4.0	22.0	38.0					$7,090
	Evaluate proposed development and prioritize improvements	2.0	12.0	8.0	24.0					$5,306
	Subtotal									**$32,484**
500	**Deliverables**									
	Conduct 5 Meeting with City Staff	5.0	10.0							$2,025
	Prepare Engineer's estimate of probable cost for improvements	2.0	12.0		24.0					$4,402
	Prepare Conceptual Design Report	2.0	24.0		40.0					$7,630
	Prepare MP Drainage Basin Study	2.0	16.0	24.0	40.0					$9,342
	Subtotal									**$23,399**
900	**Reimbursable Fees**									
	Vehicle Mileage								$2,400	$2,400
	Reproduction								$500	$500
	Subtotal									$2,900
	Total:	**25**	**160**	**102**	**394**	**50**	**70**		**$2,900**	**$96,153**

Hourly Rate Schedule

Professional	Hourly Rate
Clerical	$60
Construction Inspector | Survey Tech	$90
Engineer | Surveyor	$108
Project Engineer | Project Surveyor | Project Construction Engineer	$113
Project Lead	$125
Principal | Manager	$155
One-Man Survey	$110
Two-Man Survey	$140

Reimbursable Expenses	Cost Plus 10%

Effective July 1, 2016

J-R ENGINEERING

Resumes

Aaron L. Clutter, PE

Mr. Clutter has developed, managed, designed, and provided construction services for over $300 million in construction projects including highways, roadways, interchanges, railroads, bridges, water and waste water treatment systems, water and wastewater infrastructure, and regional drainage improvements including storm sewer, box culverts, channels, water quality ponds, and retention and detention ponds. Mr. Clutter's experience includes both private and public sector clients involving all aspects of a project including initial scoping, funding, survey, public involvement, easement and right-of-way acquisition, design, bidding, construction management, and final closeout. Mr. Clutter has worked on numerous City, County, and State projects that have included local, state, and federal monies. Currently, Mr. Clutter has been the Program Manager for 104th Avenue in Commerce City, Colorado, which is a major arterial roadway from Brighton Road to E-470 worth approximately $80 million in total costs. This project is anticipated to be completed in 2015 and will include all phases of design, bidding, and construction of a 7.5 mile concrete arterial roadway. The construction will include approximately 5 bridge structures, potable and non-potable water transmission lines, electrical transmission lines, sanitary sewer infrastructure, detention and water quality ponds, and floodplain improvements for approximately 5 regional outfalls.

Mr. Clutter is also serving as the District Engineer for two metropolitan districts located in the City of Commerce City and the City of Brighton. The combined acreage of the two metro districts is approximately 5000 acres and includes a mixture of residential and commercial development. Since 2001, Mr. Clutter has managed all aspects of the design and construction within the two metropolitan districts at an approximate construction value of $100 million in improvements.

Prior to working for JR Engineering, Mr. Clutter conducted inspections of State Highway lighting and traffic signals for the Pennsylvania Department of Transportation. This work included scheduling, reviewing pay requests, inspecting electrical work, and traffic control associated with installations and maintenance of highway lighting, sign lighting, navigational bridge lighting, and traffic signal control panels.

Aaron L. Clutter | Project Principal | Project Manager | PE

Bachelors of Science / Civil Engineering / University of Pittsburgh 1994

REGISTRATIONS AND PROFESSIONAL AFFILIATIONS

Professional Engineer #36742/Colorado

American Society of Civil Engineers/Colorado

YEARS OF EXPERIENCE

21 Years

YEARS WITH JR ENGINEERING

20 Years

RELEVANT PROJECT EXPERIENCE

Transportation Projects:

- 1601 Study for 136th Avenue, 144th Avenue, and Bromley Lane interchanges with I-76 for the City of Brighton and the Prairie Center Metropolitan District.
- US 85/104th Intersection Improvements and conceptual design of the future interchange improvements including grade separation of 104th Avenue and US 85.
- Design and construction of 8 miles of Arterial Roadway, 10 miles of water and sewer infrastructure, 20 traffic signals, regional drainage improvements, irrigation ditch relocation, and utility relocation located within the City of Brighton, Colorado. Roadways include Bromley Lane, Buckley Road, Tower Road, and Prairie Center Parkway.
- Prairie Gateway, Commerce City, Colorado

- Plum Creek Parkway and Fairgrounds Drive, Castle Rock, Colorado
- North Valley Tech Center, Thornton, Colorado
- Niver Creek Trail, Thornton, Colorado
- Melody Drive, Northglenn, Colorado
- 144th Avenue Roadway, Utility & Landscaping Improvements (PPI), Brighton, Colorado

Water Resources Projects:

- Prospect Valley Water Sys-Potable Water Supply Wells, Colorado
- Preliminary Engineering Services for the T-88 Drainage Outfall Cost Recovery, Commerce City, Colorado
- Poudre Hatchery Well Design, Kinninick, Colorado
- Phase One Drainage (PPI), Brighton, Colorado
- Lowell Boulevard Water Main Replacement, Westminster, Colorado
- Sewer Realignments & Replacements, Westminster, Colorado

District Engineering Projects:

- Survey and Design assistance for 10 miles of 115kv electrical transmission lines for United Power in Commerce City and the City of Brighton.
- Project Manager for 3.5 miles of roadway design-build for 56th Avenue in Adams County, Colorado.
- District Engineer and Project Manager for Reunion Metropolitan District responsible for oversight of 12 miles of roadway from local residential to 6-lane major arterials including two roundabouts, a 2-span 100 foot concrete girder bridge, a 12'x15' pedestrian underpass, and 5 traffic signals. Major drainage way improvements including First, Second and Third Creek. Utility design and construction includes 41,000 linear feet of 6"-16" waterline and 46,000 linear feet of 4"-36" non-potable waterline, 14 miles of sanitary sewer from 4 to 20 inches; 18 miles of storm sewer from 18 to 72 inches and open drainage channels.
- Program Manager responsible for management of all planning, design, permitting, surveying, and construction management for the 104th Avenue Corridor Improvement project. This project is a multiple jurisdictional project requiring coordination with Commerce City, Adams County, E-470, CDOT, FRICO, RTD, DRCOG, FHWA, UPRR, BNSF railroad, Urban Drainage, and over 80 various properties, businesses, and HOA's. The project is a multi-phased project with Local and Federal funding and includes the following major elements: 8 miles of concrete arterial roadway design and construction including 7 bridge structures, right-of-way and easement acquisition in accordance with the Uniform Real Estate Act for approximately 80 property owners, environmental assessments, 8 miles of non-potable and potable transmission and distribution lines, wastewater facilities, drainage conveyance systems, water quality ponds, railroad crossing improvements, intersection reconstruction, 10 traffic signals, streetlights, landscaping, RTD bus stops, pedestrian underpasses, sidewalks, trails, and utility relocations.
- Project Principal in charge of Thornton Parkway and Washington Street Intersection Improvements for the City of Thornton. The project included lane widening and the addition of turn lanes with associated storm drainage improvements. The project was federally funded and required CDOT Local Agency Approval.
- Project Principal in charge for 106th Avenue and Biscay Street Improvements in Commerce City, Colorado. The project consisted of the construction of approximately 3000 feet of new roads along with all the necessary utilities. This project involved roadway and drainage improvements, waterline design, sanitary sewer design, including a single lane roundabout, landscaping, and street lighting.
- Project Principal in charge of 112th Avenue Widening for the City of Westminster and City of Northglenn. This mulit-jurisdictional project provided roadway widening from Federal Blvd to Huron Street, including storm sewer upgrades and a major-drainage crossing.
- Project Manager for the Russellville Road Improvement project for Douglas County, Colorado. The existing roadway consisted of a two-lane gravel road without shoulders. The roadway improvements included paving and widening the roadway to accommodate two twelve feet lanes and six feet shoulders; changing the horizontal and vertical alignment of the existing roadway to increase stopping sight distances; drainage improvements; retaining walls; box culvert; curb and gutter; inlets; utility coordination with all affected utilities; signage and striping.

Jason Tarry, PE

Mr. Tarry has over 13 years of experience in civil engineering and construction management. His work in the construction industry has proved to be invaluable as a managing and design engineer. He has guided numerous Public Works projects including the design of arterial roadways, intersection improvements, trail and pedestrian facilities, drainage improvements, and water systems for state, county and municipal governments, including CDOT Local Agency projects. Projects have ranged from planning and feasibility studies, alternative analyses, safety improvements, from conceptual design through final engineering. Mr. Tarry's expertise includes coordination for multi-jurisdictional projects, utility coordination, and contract document preparation. Jason understands the critical issues imperative to the success of these types of project including: cost effective design, right-of-way and easement acquisition, constructability and public involvement. Jason effectively navigates the requirements set forth by various agencies who are typically secondary stakeholders in public works projects. These agencies can include: FEMA, US Army Corps of Engineers, DNR, United Power, Xcel Energy, various Irrigation Companies and Railroads. Mr. Tarry has also guided design/build projects through construction by providing design, coordination, construction oversight, and regulatory compliance.

Jason Tarry | Director of Engineering | PE

Bachelors of Science / Civil Engineering / University of Akron 2002

REGISTRATIONS AND PROFESSIONAL AFFILIATIONS

Professional Engineer #41795/Colorado

American Society of Civil Engineers

American Public Works Association

American Water Works Association

YEARS OF EXPERIENCE

13 Years

YEARS WITH JR ENGINEERING

12 Years

RELEVANT PROJECT EXPERIENCE

Street Improvement Projects:

- Washington Street Widening & Bull Canal Relocation, Thornton, CO
- 60th and 61st Avenue Street & Utility Project, Denver, CO
- Bromley Lane, Buckley Road, Prairie Center Parkway & 144th Avenue Roadway, Utility & Landscaping Improvements (6 miles of Arterial Roadway), Brighton, CO
- 104th Avenue Corridor Improvement Project (7 miles of Arterial Roadway), Commerce City, CO

Pedestrian Facility and Trail Improvement Projects:

- 152nd Avenue & Washington Street Pedestrian Underpass Improvements, Thornton, CO
- 144th Avenue at the Brighton Lateral Pedestrian and Irrigation Canal Crossing, Brighton, CO
- O'Brian Canal & Pedestrian Crossing at 104th Avenue, Commerce City, CO

Drainage Improvement Projects:

- South Brighton Regional Drainage Outfall and Fulton Ditch Realignment Project, Brighton, CO
- Blue Grama Regional Drainage Outfall, Denver, CO
- Second Creek Channel Improvements, Commerce City, CO

Water and Wastewater Improvement Projects:

- Aviation Station North Wastewater Lift Station (5.0 MGD), Denver, CO
- Meridian Metropolitan District Wastewater Lift Station H (0.5MGD), Centennial, CO
- Brighton Water Augmentation Pipeline and Pump Station, Brighton, CO

Jarrod Adams, PLS

Mr. Adams has over 8 years of experience in surveying. He is responsible for overall department management, boundary analysis, establishing control networks, and deed research. Mr. Adams has experience in all phases of surveying services, from client relations, project estimating, and staff coordination through project planning, data collection, office reduction, and quality control. He currently oversees all survey projects including design surveys, ALTA/ACSM land title surveys, utility mapping, Right-of-way mapping, and construction surveys.

Jarrod Adams | Survey Manager | PLS

Bachelors of Science / Geomatics Engineering / Ohio State University 2006

REGISTRATIONS AND PROFESSIONAL AFFILIATIONS

Professional Land Surveyor #38252/Colorado

YEARS OF EXPERIENCE

8 Years

YEARS WITH JR ENGINEERING

8 Years

RELEVANT PROJECT EXPERIENCE

- Pole Canyon Wind and Transmission Line - Huerfano County, CO
- Tri-State Generation Transmission Line – Adams County, CO
- Metro Wastewater Boundary and Mapping – Adams County, CO
- Littleton Fire Protection District Mapping – Littleton, CO
- Las Vegas Wastewater Treatment Plant Mapping Co. Springs, CO
- Douglas County Schools Topographic Survey- Douglas County, CO
- East 104th Ave. Expansion Right-of-way Mapping – Commerce City, CO
- NORAD ALTA/ACSM Land Title Survey – Cheyenne Mountain, CO
- Anschutz Medical Campus Design Surveys – Aurora, CO
- University of Denver Academic Commons – Denver, CO
- Washington St. Widening Right-of-Way Mapping Thornton, CO

Tristan H.A. Bonser, PE

Mr. Bonser has a B.S. in Civil Engineering and has been with JR Engineering for over 7 years. His areas of expertise include hydraulics, hydrology, groundwater engineering, and water rights. Representative projects include open channel design, water supply plans, groundwater augmentation plans, storm sewer design, stormwater management studies, floodplain studies, hydraulic structure design, and preparation of Letters of Map Revisions (LOMR), Conditional Letters of Map Revisions (CLOMR), and storm drainage master plans. He also has a broad knowledge of hydraulic and groundwater resources software.

Tristan H.A. Bonser | Project Engineer | PE

Bachelors of Science / Civil Engineering / Colorado State University 2007

REGISTRATIONS AND PROFESSIONAL AFFILIATIONS

Professional Engineer #47602/Colorado

YEARS OF EXPERIENCE

7 Years

YEARS WITH JR ENGINEERING

7 Years

RELEVANT PROJECT EXPERIENCE

- Replacement of Wycon No. 11
- Riverdale Peaks II Water System, Thornton, Colorado
- WWDC-Pine Bluffs Master Plan, Pine Bluffs, Wyoming
- The Abbey of St. Walburga – Plan Revisions, Virginia Dale, Colorado
- Sterling Ranch, Colorado
- Prairie Center Metro District #3 – Phase One Drainage (PPI), Brighton, Colorado
- Brantner Ditch Crossing at Riverdale Road – Design/Build
- Elk Meadows Central Water System, Steamboat Springs, Colorado
- Greatrock North W&S District, Colorado
- North 7th Street Bridge Replacement, Montrose, Colorado
- Medical Center Drive Improvements from PCP to Judicial Center Drive – PPI, Colorado
- Mead Drainage Improvements along North Creek
- Commerce City East 104th Ave. Corridor Improvements, Commerce City, Colorado

Giles N. Free III, PE

Mr. Free has 26 years of experience as a civil engineer in water and wastewater systems engineering. His technical expertise includes design of water and wastewater systems, master planning and report preparation, water and wastewater pumping stations, water transmission and distribution lines, wastewater collection, force mains, and interceptors, inverted siphon structures, sanitary sewer rehabilitation, construction plans and specifications, and construction management/administration.

Giles Free | Technical Specialist | PE

Bachelors of Science / Civil Engineering / Metropolitan State College 1986

REGISTRATIONS AND PROFESSIONAL AFFILIATIONS

Professional Engineer
30538/Colorado

American Water Works Association
00182607/Colorado

YEARS OF EXPERIENCE

26 Years

YEARS WITH JR ENGINEERING
13 Years

RELEVANT PROJECT EXPERIENCE

- Riverdale Peaks II Water System, Thornton, Colorado
- Poudre Hatchery Well Design, Kinninick, Colorado
- Pioneer Park - Phase 2, Commerce City, Colorado
- 144th Avenue Roadway, Utility & Landscaping Improvements (PPI), Brighton, Colorado
- Prairie Center Lutz Reservoir (PRI), Brighton, Colorado
- Shea Homes - Wheatlands, Aurora, Colorado
- WWDC - Pine Bluffs Master Plan, Pine Bluffs, Wyoming
- Top of Paradise - Revisions
- The Overlook Neighborhood, Carbondale, Colorado
- Riverdale Peaks III - Filing #1, Thornton, Colorado
- Sundance Resources, Colorado
- The Abbey of St Walburga- Plan Revisions, Virginia Dale, Colorado
- General Services Agreement for Platte River Commons and Salt Creek Heights Business Park, Casper, Wyoming
- Alamosa NASRF Wellsite, Alamosa, Colorado

Garrett Bales, PE/CFM

Mr. Bales has over 11 years of experience in civil engineering and construction management of land development, transportation, and water resource projects. He has managed and designed small and large-scale civil infrastructure improvement projects for Cities, Municipalities, and private clients. Mr. Bales' design experience includes complex water system modeling, water transmission mains, sanitary sewer collection systems, force main systems, small-scale wastewater treatment facilities, street improvements, storm sewer systems, drainage outfall system planning, earthwork and grading, and storm water management planning. Mr. Bales also has experience in overseeing bidding and construction services for the projects he's designed. He has experience in writing contract documents and specifications, bidding out, and awarding projects for Cities and private developers, construction management coordination, and close out documentation of projects.

Garrett Bales | Project Manager | PE

Bachelors of Science / Civil Engineering / Colorado State University 2004

REGISTRATIONS AND PROFESSIONAL AFFILIATIONS

Professional Engineer
#43171/Colorado
#119921/Texas

Certified Floodplain Manager
#US-15-08657

YEARS OF EXPERIENCE

11 Years

YEARS WITH JR ENGINEERING

10 Years

RELEVANT PROJECT EXPERIENCE

Roadway Improvement Projects:
- Joliet & Havana Street Improvements, Commerce City, CO
- Washington Street Widening & Bull Canal Relocation, Thornton, CO
- 60th and 61st Avenue Street & Utility Project, Denver, CO
- Malley Traffic Signal Design Build, Northglenn, CO
- Aspen Airport Business Center Roadway Rehabilitation Project, Aspen, CO

Drainage Improvement Projects:
- Lonetree Creek Floodplain Study CLOMR, Centennial, CO
- Box Elder Creek Floodplain Study CLOMR, Weld County, CO
- Easter-Lima Commercial Drainage Improvements, Arapahoe County, CO
- 152nd Avenue & Washington Street Drainage Improvements, Thornton, CO
- Aviation Station-Blue Grama Regional Drainage Outfall, Denver, CO

Water and Wastewater Improvement Projects:
- Backcountry Water & Wastewater System Design, Highlands Ranch, CO
- Crystal Valley Ranch Water & Wastewater System Design, Castle Rock, CO
- Vickers Horse River Ranch WWTF, Lake City, CO

Pedestrian Facility and Trail Improvement Projects:
- Washington Street Pedestrian Underpass Improvements, Thornton, CO
- O'Brian Canal & Pedestrian Crossing at 104th Avenue, Commerce City, CO

Land Development Projects:
- Camp Bow Wow Doggy Day Care, Centennial, CO
- FlightSafety Denver Training Center, Denver, CO
- Sorrel Ranch Single Family Development, Aurora, CO

AGREEMENT FOR PROFESSIONAL SERVICES

THIS AGREEMENT is made and entered into this 26th day of September, 2016, by and between the City of Northglenn, State of Colorado (hereinafter referred to as the "City") and JR Engineering LLC (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. 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 ninety six thousand one hundred fifty three dollars($96,153.00). 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 warrants 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 generally accepted professional practices and the level of competency presently maintained by other practicing professional firms in the same or similar type of work in the applicable community.

C. Consultant shall be responsible for the professional quality, technical accuracy, timely completion, and the coordination of all 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 professional practice, and reimburse the City for construction costs caused by errors and omissions which fall below the standard of professional practice.

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. ILLEGAL ALIENS

A. Certification. By entering into this Agreement, Consultant hereby certifies that, at the time of this certification, it does not knowingly employ or contract with an illegal alien who will perform work under the Agreement and that Consultant will participate in either the E-Verify Program administered by the United States Department of Homeland Security and Social Security Administration or the Department Program administered by the Colorado Department of Labor and Employment in order to confirm the employment eligibility of all employees who are newly hired for employment to perform work under the Agreement.

B. Prohibited Acts. Consultant shall not:

1. Knowingly employ or contract with an illegal alien to perform work under this Agreement; or

2. Enter into a contract with a subcontractor that fails to certify to Consultant that the subcontractor shall not knowingly employ or contract with an illegal alien to perform work under this Agreement.

C. Verification.

1. Consultant has confirmed the employment eligibility of all employees who are newly hired for employment to perform work under this Agreement through participation in either the E-Verify Program or the Department Program.

2. Consultant shall not use the E-Verify Program or the Department Program procedures to undertake pre-employment screening of job applicants while this Agreement is being performed.

3. If Consultant obtains actual knowledge that a subcontractor performing work under this Agreement knowingly employs or contracts with an illegal alien who is performing work under the Agreement, Consultant shall:

a. Notify the subcontractor and the City within three (3) days that Consultant has actual knowledge that the subcontractor is employing or contracting with an illegal alien who is performing work under the Agreement; and

b. Terminate the subcontract with the subcontractor if within three (3) days of receiving the notice required pursuant to subparagraph (a) hereof, the subcontractor does not stop employing or contracting with the illegal alien who is performing work under the Agreement; except that

Consultant shall not terminate the contract with the subcontractor if during such three (3) days the subcontractor provides information to establish that the subcontractor has not knowingly employed or contracted with an illegal alien who is performing work under the Agreement.

D. Duty to Comply with Investigations. Consultant shall comply with any reasonable request by the Colorado Department of Labor and Employment made in the course of an investigation conducted pursuant to C.R.S. § 8-17.5-102(5)(a) to ensure that Consultant is complying with the terms of this Agreement.

E. If Consultant does not currently employ any employees, Consultant shall sign the NO Employee Affidavit attached hereto.

F. If Consultant wishes to verify the lawful presence of newly hired employees who perform work under the Agreement via the Department Program, Consultant shall sign the Department Program Affidavit attached hereto.

IX. 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 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, agents and employees from any and all claims, demands, suits, actions or proceedings of any kind or nature whatsoever, including worker's compensation claims, in any way resulting from or arising from 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, but only to the extent caused by or arising out of 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 IX.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, investigate, handle, respond to, and provide defense for and defend against, any such liability, claims or demands at the sole expense of Consultant or, at the option of the City, agrees to pay the City or reimburse the City for the defense costs incurred by the City in connection with any such liability, claims or demands. Consultant shall, to the fullest extent permitted by law, defend and bear all other costs and expenses related thereto, including court costs and attorney fees, whether or not any such liability, claims or demands alleged are groundless, false or fraudulent. If it is determined by the final judgment of a court of any competent jurisdiction that such injury, loss or damage was caused in whole or in part by the act, omission or other fault of the City, its Council members, officials, officers, directors, agents and employees, the City shall reimburse Consultant for the portion of the judgment attributable to such act, omission or other fault of the City, its Council members, officials, officers, directors, agents and employees.

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 Town 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).

X. 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: Terrie Pineda

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.

XI. 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.

XII. 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.

XIII. 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.

XIV. 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.

XV. 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.

XVI. 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.

XVII. 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.

XVIII. 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.

XIX. 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: JR Engineering LLC
7200 South Alton Way, Suite C400
Centennial, CO 80112

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

CITY OF NORTHGLENN, COLORADO

By: Joyce Downing

Joyce Downing
Print Name

ATTEST:

Johanna Small, CMC — 9/26/16
City Clerk — Date

Mayor — 09/26/2016
Title — Date

APPROVED AS TO FORM:

Corey Y. Hoffmann — 9/26/16
City Attorney — Date

CONSULTANT:

By: Aaron L Clutter

Aaron L. Clutter
Print Name

President — 9/8/16
Title — Date

ATTEST:

By: Kurtis W Williams

Kurtis W Williams
Print Name

Secretary — 9-8-16
Title — Date

City's Project Manager

NO EMPLOYEE AFFIDAVIT

1. Check and complete one:

☐ I,_____, am a sole proprietor doing business as _____. I do not currently employ any individuals. Should I employ any individuals during the term of my Agreement with the City, I certify that I will comply with the lawful presence verification requirements outlined in that Agreement.

OR

☒ I, Aaron L. Clutter, am an owner/member/shareholder of JR Engineering a LLC [specify type of entity-*i.e,* corporation, limited liability company], that does not currently employ any individuals. Should I employ any individuals during the term of my Agreement with the City, I certify that I will comply with the lawful presence verification requirements outlined in that Agreement.

2. Check one.

☒ I, Aaron L. Clutter, am a United States citizen or legal permanent resident.

The City must verify this statement by reviewing one of the following items:

- o *A valid Colorado Driver's license or a Colorado identification card*
- o *A United States military card or a military dependent's identification card*
- o *A United States Coast Guard Merchant Mariner card*
- o *A Native American tribal document or*
- o *In the case of a resident of another state, the driver's license or state-issued identification card from the state of residence, if that state requires the applicant to prove lawful presence prior to the issuance of the identification card*
- o *Any other documents or combination of documents listed in the City's "Acceptable Documents for Lawful Presence Verification" chart that prove both the consultant's citizenship/lawful presence and identity.*

OR

☐ I am otherwise lawfully present in the United States pursuant to federal law.

Consultant must verify this statement through the federal systematic alien verification of entitlement program, the "SAVE" program, and provide such verification to the City.

_____ _____

Signature Date

DEPARTMENT PROGRAM AFFIDAVIT

(To be completed if Consultant participates in the Department of Labor Lawful Presence Verification Program)

I, JR Engineering, as a public contractor under contract with the City of Northglenn (the "City"), hereby affirm that:

1. I have examined or will examine the legal work status of all employees who are newly hired for employment to perform work under this public contract for services ("Contract") with the Town within twenty (20) days after such hiring date;

2. I have retained or will retain file copies of all documents required by 8 U.S.C. § 1324a, which verify the employment eligibility and identity of newly hired employees who perform work under this Contract; and

3. I have not and will not alter or falsify the identification documents for my newly hired employees who perform work under this Contract.

Ellen Arlowski
Consultant Signature

9/8/16
Date

STATE OF COLORADO)
) ss.
COUNTY OF Arapahoe)

The foregoing instrument was subscribed, sworn to and acknowledged before me this 8 day of Sept, 2016, by Ellen Arlowski as consultant of JR Engineering.

My commission expires:

(S E A L)

Carrie L Burgess
Notary Public

CARRIE LYNNE BURGESS
Notary Public
State of Colorado
Notary ID 20164000288
My Commission Expires Jan 5, 2020

City of Northglenn
11701 Community Center Drive
Northglenn, Colorado 80233

EXHIBIT A

I. INTRODUCTION

The City of Northglenn (City) is seeking proposals from qualified firms (Consultants) to provide a utility study for water, sewer, and storm drainage systems in and around the Market Place Development located off 104th and Marketplace (I-25).

The study will look at existing conditions, capacities, and future requirements of the infrastructure in and around the site. The consultant will need to gain a comprehensive understanding of the Grange Hall Creek basin.

A sample agreement has been included with this solicitation request for the consultant to review prior to submitting a proposal. The City will not negotiate the contract after the bid submittal has been made.

To complete these objectives the City will require the following services:

A. Project Reconnaissance and Document Review
B. Water System Analysis
C. Sewer System Analysis
D. Storm Drainage Analysis
E. Deliverables

II. SCOPE OF SERVICES (REVISED)

A. Project Reconnaissance and Document Review

- Review of available planning documents to include Northglenn Comprehensive Plan and Thornton Comprehensive Plan.
- Review Northglenn water model information. Information will be provide to selected consultant in an EPANET 2 file for future modeling requirements.
- Review of 2005 Master Drainage Study and 2009 South Outfall Drainage Study prepared by J&T Consulting. Hard copies of 2005 Study will be provided to selected consultant for review and reproduction as required.
- Review of Market Place Redevelopment drainage report.
- Review of Northglenn Collection System Modeling Report dated 2007 prepared by Integra Engineering. This model is based on theoretical flows and no actual flow measurements were recorded.
- Review of Northglenn Treated Water System Modeling Evaluation dated 2008 prepared by Integra Engineering.
- GIS Data of all known utilities will be provided to the selected consultant to include water, sewer, storm sewer, aerial imagery and parcel data.

- Review of Northglenn Citywide Sustainability Assessment for potential future development options at the Marketplace.

B. Water System Analysis

- Consultant shall review existing water model and Northglenn Treated Water System Modeling Report to identity any existing capacity issues within the system in and around the Market Place Development.

- Consultant to generate a future water model based on projected redevelopment of the Marketplace. Existing water model shall be used as a base for future modeling. At the completion of the contract all future water model information shall be sent to the City in an EPANET2 file.

C. Sewer System Analysis

- Consultant shall review the existing sewer model information and identify location in which flow monitoring equipment shall be placed by the City to collect actual flow data. For bidding purposes analysis of hydraulic capacity shall be taken to Lift Station A located at 105th and Irma.

- Consultant shall survey all existing sanitary sewer manholes within the study area including those manholes up to Lift Station A. Survey shall include location both vertical and horizontal, manhole size, pipe sizes in and out, and invert depths.

- Consultant shall conduct an overall condition assessment of all manholes within the study area which includes visual assessment.

- Consultant shall review all information and develop a Main Fork of Grange Hall Creek sanitary sewer system model from the Market Place to Lift Station A to determine existing flow capacities, depths of flows, and velocities within the study area. Information shall be compared to previous collection system report.

- Consultant shall determine any future capacity issues within the study area based on the existing capacity report developed.

D. Storm Drainage System Analysis

- Consultant shall survey all storm sewer infrastructure within the study area to locate all features both vertically and horizontally. City will provide current GIS information and consultant shall verify all locations and sizes and update GIS data with current survey information.

- Consultant shall review the existing drainage report prepared for the Marketplace, 2005 Master Drainage Study, and Croke Reservoir Plans to familiarize themselves with the existing drainage basins.

- Consultant shall develop a Regional Basin Study for the Marketplace to include Croke Reservoir and surrounding contributing areas down to I-25 Grange Hall Creek outfall. Consultant shall conduct hydrology calculations to identify all flows that

contribute to the existing storm drainage infrastructure within the basins from Croke Reservoir to I-25 at Grange Hall Creek outfall location.

- Consultant shall conduct hydraulic calculations on existing infrastructure to determine flow characteristics of the existing system and determine any inadequacy within the existing system.

- Consultant shall assess the existing Marketplace drainage areas and identify the size and location of potential regional detention and water quality for the Marketplace based on exiting conditions. Consultant shall review how regional detention might affect upstream and downstream infrastructure. Currently there is no appreciable stormwater detention and water quality for the site.

- Consultant shall review the proposed development option and provide hydrology and hydraulic calculations to provide recommendations for storm sewer infrastructure and detention and water quality to include both onsite and offsite improvements up to the discharge points within Grange Hall Creek..

E. Deliverables

- The consultant shall conduct at a minimum, five (5) one hour meetings with City staff to discuss existing conditions, conceptual design alternatives.

- The Consultant shall develop engineer's estimate of probable cost for all proposed improvements as required to support the proposed development area including costs for water quality and storm infrastructure upgrades to the current development.

- At the end of the project consultant shall develop a conceptual design report that includes all aspects of the scope of services as noted above prepared under the direct supervision of a professional engineer registered in the State of Colorado.

- Consultant shall develop a Market Place Drainage Basin Study Report separate than that of the conceptual design report to be included as an attachment prepared under the direct supervision of a professional engineer registered in the State of Colorado.

- The consultant shall deliver to the City all electronic files to include all CAD drawings, water model EPANET files, sewer models, and GIS data (shapefiles).

- The consultant shall include in proposal all cost associated with reproduction of materials, markup, overhead and profit with each tasks.

NURA ADMINISTRATIVE MEMORANDUM

17-03

TO: Northglenn Urban Renewal Authority

FROM: Debbie Tuttle, Executive Director & ED Manager

COPY: Margo Aldrich, Jason Loveland, Amanda Peterson

DATE: January 11, 2017

SUJECT: **I-25 & 104th Avenue Ramps & Signage Update**

PURPOSE:
The purpose of this memorandum is to provide an update and proposed timelines for completion of the Request for Proposal (RFP), and to select a firm to do the construction of the I-25 & 104th Avenue project.

BACKGROUND:
In an effort to incorporate the new logo and branding standards into the signage on the 104th & I-25 Avenue ramps, three options (**Attachment 1**) were proposed to City Council on December 5th, 2016.

(1) In support of the city's new re-branding efforts, have NURA remove the trees from the monument sign under consideration for 104th and I-25.

(2) Re-design the trees on the rendering of the monument sign to include the trees used in the city's new logo and re-branding

(3) Remove the city logo entirely

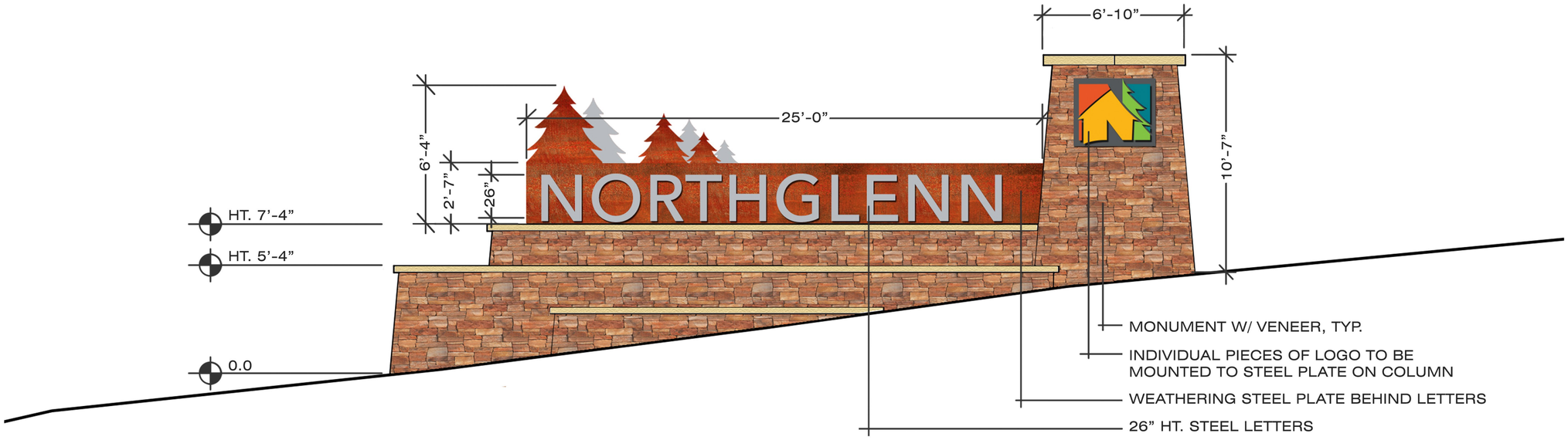
Option 2 was agreed upon for the sign design.

UPDATE & TIMELINE
The goal is to have the RFP finalized to release by the end of January. With selection of a firm by the end of February or beginning of March. The construction timeline will be dictated by the weather and firm selected.

BUDGET IMPLICATIONS
The total budget allocated for the remainder of the project is $700,000. Of which, in December the board approved an additional $12,890 to DHM, which leaves approximately $687,000 for the construction of the project.

STAFF REFERENCE
If you have any comments or questions, please contact Debbie Tuttle, Economic Development Manager and NURA Executive Director, at dtuttle@nothglenn.org or call 303-450-8743.

Attachment 1: Final Concept Plan



104th Avenue & I-25 Medians

Northglenn, Colorado

January 11, 2017

DHM DESIGN LANDSCAPE ARCHITECTURE URBAN DESIGN + LAND PLANNING ECOLOGICAL PLANNING