

## City Council Action Report

To: The Mayor and Council

From: Cory Peterson, Interim Manger of Water and Environmental Services  
Kurt Kowar, Service Center Manger of Logistic

Subject: Integrated Water Resources Plan (Long Term Water Resource Planning)

Date: October 27, 2005

Strategic Council Goals: Goal #2 – Upgrade City infrastructure and facilities

### **Recommended Action:**

Authorize the Mayor to execute the attached contract by and between the City of Northglenn and Camp Dresser & McKee Inc. (CDM) of Denver, Colorado; and, authorize the City Manager to approve minor changes in the scope of work and execute relevant change orders up to a Council approved expenditure limit of \$159,606.00.

### **Background:**

- The City has an opportunity to maximize its investment in its Water and Sewer resources and infrastructure. By planning and laying a foundation for the City's most valuable resource the City can ensure a safe, reliable and high quality water supply for the residents of Northglenn.

### **Legal Considerations:**

- The Council is within its legal purview to accept bids and approve contracts.

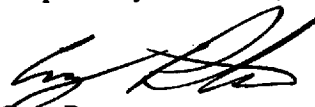
### **Policy Considerations:**

- The additional proposed improvement aligns well with City Council Goal #1 – Upgraded City Infrastructure and Facilities.

### **Budget/Financial Considerations:**


- Staff is requesting Council approval for this contract in the amount of \$145,096.00 with a contingency of \$14,510.00 (10%), for a total of \$159,606.00.
- Total funding as described for this project is \$159,606 and the total project cost is within available unencumbered Water and Sewer CIP funds.
- Funding is being used from budgeted Water and Sewer Rehabilitation funds.

Respectfully Submitted,



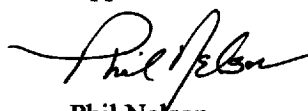
Cory Peterson,  
Interim Manager – WES

Respectfully Submitted,



Kurt Kowar,  
Center Manager-Logistics

Approved for Submittal,



Phil Nelson,  
City Manager

Funding Availability,



Brent Worthington,  
Center Manager-FISS

COUNCIL ACTION: \_\_\_\_\_

## **AGREEMENT FOR PROFESSIONAL SERVICES**

THIS AGREEMENT is made and entered into this \_\_\_\_\_ day of \_\_\_\_\_, 2005, by and between the City of Northglenn, State of Colorado (hereinafter referred to as the "City") and Camp Dresser & McKee Inc. (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 one hundred and forty five thousand and ninety six dollars (\$145,096). 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 meruit or implied contract. Except as expressly provided herein, no agent, employee, or representative of the City shall have the authority to enter into any changes or modifications, either directly or implied by a course of action, relating to the terms and scope of this Agreement.

#### **VII. PROFESSIONAL RESPONSIBILITY**

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

B. The work performed by Consultant shall be in accordance with 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.

F. Notwithstanding any other provision of this Agreement to the contrary, neither party, including their officers, agents, servants and employees, shall be liable to the other for lost profits or any special, indirect, incidental, or consequential damages in any way arising out of this Agreement however caused under a claim of any type or nature based on any theory of liability (including but not limited to: contract, tort, or warranty) even if the possibility of such damages has been communicated.

### **VIII. COMPLIANCE WITH LAW**

The work and services to be performed by Consultant hereunder shall be done in compliance with applicable laws, ordinances, rules and regulations.

### **IX. INDEMNIFICATION**

Consultant agrees to indemnify and hold harmless the City, its officers, employees, and insurers, from and against all liability, claims, and demands, on account of injury, loss, or damage, including without limitation claims arising from bodily injury, personal injury, sickness, disease, death, property loss or damage, if such injury, loss, or damage is caused in whole or in part by, or is claimed to be caused in whole or in part by, the negligent act, omission, error, professional error, mistake, negligence, or other fault of Consultant, any subconsultant of Consultant, or any officer, employee, representative, or agent of Consultant or of any subconsultant of Consultant, or which arise out of any workmen's compensation claim of any employee of Consultant or of any employee of any subconsultant of Consultant. Consultant agrees to investigate, handle, respond to, and to 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 also agrees to 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 officers, or its employees, the City shall reimburse Consultant for the portion of the judgment attributable to such act, omission, or other fault of the City, its officers, or employees.

## **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 paragraph A. 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. Indemnification, 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 subconsultant 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. Indemnification, 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. Workmen's compensation insurance to cover obligations imposed by applicable laws for any employee engaged in the performance of work under this Agreement, and Employer's Liability insurance with minimum limits of five hundred thousand dollars (\$500,000) each accident, one million dollars (\$1,000,000) disease - policy limit, and one million dollars (\$1,000,000) disease - each employee. Evidence of qualified self-insured status may be substituted for the workmen's compensation requirements of this paragraph.
2. Commercial general liability insurance with minimum combined single limits of six hundred thousand (\$600,000) each occurrence and one million dollars (\$1,000,000) 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.
4. 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.

5. 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. 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  
11701 Community Center Drive  
Northglenn, Colorado 80233-8061  
Attn: Eve Craven

6. 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.
7. The City reserves the right to request and receive a certified copy of any policy and any endorsement thereto.
8. 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 one hundred fifty thousand dollars (\$150,000) per person and six hundred thousand dollars (\$600,000) per occurrence) or any other rights, immunities, and protections provided by the Colorado Governmental Immunity Act, Colo. Rev. Stat. §24-10-101 et seq., 10 Colo. Rev. Stat., 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. 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:

<b>The City:</b>	City of Northglenn 11701 Community Center Drive Northglenn, Colorado 80233-8061
<b>Consultant:</b>	Camp Dresser & McKee Inc. (CDM) 1331 17 <sup>th</sup> Street, Suite 1200 Denver, Colorado 80202

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

**CITY OF NORTHGLENN, COLORADO**

By: \_\_\_\_\_  
Kathleen M. Novak, Mayor

ATTEST:

\_\_\_\_\_  
Diana Lentz, City Clerk

APPROVED AS TO FORM:

\_\_\_\_\_  
Herbert C. Phillips, City Attorney

**CONSULTANT**

By: \_\_\_\_\_  
*John R. ...*

ASSOCIATE      10/20/05  
Title                      Date

WITNESS:

*Robert ...*  
\_\_\_\_\_  
Sr. Vice President      10/20/05  
Title                      Date

## Exhibit A

### **Task 1: Identify Objectives and Supply Alternatives**

Camp Dresser & McKee Inc. (CDM) will work with the City to review background materials and data, identify water supply objectives and their importance relative to one another, and identify up to six water supply alternatives for analysis in this study.

This task will consist of the following activities:

#### **Task 1.1: Review Existing Supply and Demand Information**

- Review population and water demand projections provided by the City; identify any additional information needs relating to water demand projections as may be needed to complete the IRP and request them of the City
- Review the analysis of existing water supply capacities and limitations provided by the City; identify any additional information needs as may be needed to complete the IRP and request them of the City
- Compare existing supply information to projected demands to develop the projected magnitude and timing of any water supply gap over the next 40 years
- Review available City data to provide a conceptual-level assessment of the reasonable potential for additional conservation savings in the City's service area based on CDM's previous work; develop and document assumptions regarding future conservation savings
- Review available City planning documents and other relevant reports for consideration in developing and characterizing supply alternatives
- Working with the City, develop a schematic of existing sources of supply, storage, exchanges, and effluent management

#### **Task 1.2: Develop Objectives**

- Develop draft water management objectives (i.e., economic and non-economic criteria against which the alternatives will be compared) and the major components and performance measure(s) for each objective
- Develop and execute a process for weighting the relative importance of each objective
- Develop the alternatives evaluation process to be used in Task 2

#### **Task 1.3: Identify Initial Water Supply Portfolios**

- Identify potential new supply source concepts and reuse opportunities, drawing on CDM's knowledge and experience in the metro area and Colorado
- Identify potential partners and partnering opportunities in the development of water supply alternatives.
- Identify potential opportunities for the trade, lease or sale of a portion of Northglenn's effluent or Bull Reservoir storage as part of the water supply concepts and partnering opportunities
- One meeting each with up to five potential water supply partners or participants to explore partnering and supply options
- Considering existing supplies, new supply source concepts, conservation and demand management options, and reuse opportunities, develop up to six alternative supply "portfolios"

capable of meeting the City's projected water needs through 2045

**Task 1.4: Progress/Coordination Meetings**

- One initial meeting with the City to review project goals, existing demand data and forecasts, and discuss draft water management objectives
- One meeting with the City to conduct the objective "weighting" exercise and to discuss/refine CDM's initial list of supply alternatives
- One additional progress meeting with the City

**Task 1.5: Prepare Technical Memorandum**

- Prepare a technical memorandum summarizing the activities and conclusions of Task 1

***Assumptions***

- City will provide population and demand projections through 2045, suitable for use in this evaluation; CDM will not prepare projections under this scope of work.
- City will provide a written analysis of existing water supply firm yields and other water supply constraints and provide any relevant existing model runs of yields of City's water rights under storage enlargement alternatives.
- CDM will make assumptions about future levels of additional conservation in the City's service area based on a brief review of available data and CDM's knowledge and experience locally, in Colorado and nationally. Detailed conservation evaluations will not be conducted under this scope of work.
- Partner/participant meetings will occur in the Denver metro area, except one meeting in the vicinity of Winter Park.
- Relevant planning documents and reports will be made readily available to CDM.
- Technical memorandum developed under this task will be integrated into the final report (under Task 3) as one or more sections of that report

***Deliverables***

- Schematic of existing sources of supply, storage, exchanges, and effluent management
- Draft and final objectives list and performance measures, submitted electronically
- Objective weighting exercise and tabulation of results, submitted electronically
- 10 copies of a technical memorandum summarizing the activities and findings of Task 1

**Task 2: Evaluate Alternatives**

CDM will evaluate the supply alternatives developed in Task 1, including the following activities:

**Task 2.1: Characterize Alternatives**

- Conduct a conceptual-level technical description and construction cost opinion for up to six alternatives, including such items as the location of diversions, storage and treatment infrastructure and conceptual routing of conveyance piping. The simplified layouts developed will be suitable for use in describing the nature of each concept and the associated technical and institutional issues, and suitable for comparison of alternatives.

Estimate and compare the conceptual-level relative cost per acre foot of yield for the preliminary alternatives. These estimates will be based upon the technical descriptions and cost opinions developed herein and approximate costs of similar alternatives that have been evaluated or implemented elsewhere.

#### **Task 2.2: Score and Rank Alternatives**

- Analyze and compare up to six alternatives according to their performance in meeting the City's objectives, based on quantitative data (where available) and qualitative methods
- Standardize the output into common scores and apply the weighted objectives to arrive at a total score for each alternative.
- Three progress meetings with the City to review the analysis of alternatives and/or coordinate on assumptions and additional information needs
- Conduct a full-day facilitated workshop with the City project team members to review the alternative scoring/ranking and select the preferred alternative. It is anticipated that common "winning elements" of the initial alternative portfolios will become evident. CDM will work with City staff to identify those elements and, if appropriate, formulate a hybrid alternative for implementation.

#### **Task 2.3 Implementation Strategies**

- Develop a conceptual plan for implementation, identifying potential key implementation issues that could affect timing and/or costs of implementation.
- Express the preferred "path forward" in terms of both projected year of need (e.g., 2020) and total water demand (e.g., AFY), recognizing that actual water demands will likely vary from the currently-projected year of demand.
- Develop a phased implementation schedule with prioritized options and a general plan for implementing them to meet major new increments of supply need.

#### ***Assumptions***

- Analysis of alternatives will be at a conceptual level for purposes of initial screening
- Detailed engineering analyses will not be conducted in this study; a more detailed investigation will be needed if the City decides to pursue a specific alternative.

#### ***Deliverables***

- Alternatives evaluation workshop agenda, meeting materials, and meeting summary CDM will develop supporting documentation in this task that will be integrated into the Task 3 draft and final report

#### **Task 3: Communication and Documentation**

Activities under this task are focused on public outreach, communication with the City Council, and documentation of the IRP process and recommendations. CDM will seek public input on the IRP during its development through use of a public outreach program. CDM will also work with City staff to communicate and seek input on the findings of the IRP from the City Council. This task includes the following activities:

### **Task 3.1 Public Outreach**

- Conduct an initial public outreach kickoff meeting with the City in which the goals of the program and the nature and timing of the public outreach program components will be discussed. A summary of this meeting will be prepared and will serve as the Public Communication Program planning document.
- Prepare *PowerPoint* presentation materials for each of two public meetings to be held on dates mutually agreeable to CDM and the City. CDM will facilitate each public meeting and provide a meeting summary following each public meeting. The City will be responsible for advertising/notifying the public about the meeting and for providing suitable public meeting facilities.
- Develop a draft and final one- or two-page color fact sheet summarizing the IRP process and selected IRP components, intended for distribution at or after the conclusion of the IRP project.

### **Task 3.2 City Council Study Sessions**

- Prepare for and conduct two separate two-hour study sessions with City Council to inform Councilors as to the goals, status, and findings of the IRP and to obtain feedback and direction from the Council. Study sessions shall be set for dates and times mutually agreeable by CDM and the City. Content for each study session shall be developed in consultation with City staff, and will be drawn primarily from materials developed in other tasks in this scope of work.

### **Task 3.3 Prepare Final Report**

- Prepare a draft outline of the report for review by the City.
  - Prepare a draft report for review by the City, integrating documentation developed as part of Tasks 1, 2, and 3.
- Incorporate City comments and produce the final report that comprises the City's IRP for long-term supply.

### ***Assumptions***

- Supply options will be identified from existing information sources and the knowledge and experience of City staff, its consultants, and CDM. Existing data and reports available to CDM will be used in characterizing the alternatives relative to the objectives.
- The City will make all necessary meeting arrangements for the Public Meetings, including meeting invitations/advertisements and providing suitable meeting facilities
- The City will be responsible for all reproduction costs of extra copies of any materials beyond the number specified in the deliverables

### ***Deliverables***

- Public Outreach kickoff meeting summary
- *PowerPoint* presentation materials and meeting summaries for two public meetings and two City Council study sessions
- One- or two-page color fact sheet (50 hard copies final)
- 10 hard copies of the draft report
- 20 hard copies of the final report
- Electronic version (PDF format) of public meeting presentations, fact sheet, and final report suitable for display on City's website.

Exhibit B

<b>Total Costs by Subtask</b>	
<b>Task 1: ID Objectives &amp; Supply Alts</b>	<b>\$33,978</b>
1.1 Review Supply/Demand Info	\$11,055
1.2 Develop Objectives	\$3,636
1.3 Develop Initial Portfolios	\$9,968
1.4 Progress/Coordination Mtgs	\$6,136
1.5 Prepare Technical Memorandum	\$3,183
<b>Task 2: Evaluate Alternatives</b>	<b>\$57,743</b>
2.1 Characterize Alternatives	\$19,827
2.2 Score & Rank Alternatives	\$26,232
2.3 Implementation Strategies	\$11,684
<b>Task 3: Communication &amp; Document'n</b>	<b>\$53,376</b>
3.1 Public Outreach	\$19,908
3.2 City Council Study Sessions	\$5,104
3.3 Report	\$28,363
<b>Total Cost:</b>	<b>\$145,096</b>



**Logistics Service Center**  
11701 Community Center Drive  
Northglenn, CO 80233-8061  
Phone: 303.450.8774  
Cell: 303.349.3772  
Fax: 303.450.8708  
Email: [kkowar@northglenn.org](mailto:kkowar@northglenn.org)

## **Memorandum**

**To:** The Mayor & City Council  
**From:** Kurt Kowar, Logistics Center Manager  
**Date:** October 20, 2005  
**Subject:** **Integrated Water Resources Master Plan**

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Staff is hereby presenting to the Mayor & Council a team of consultants that, working with staff will solidify the future of the City's long term water resources.

It is essential that as growth occurs along the Front Range and competition for water resources and opportunity for partnerships increase that the City of Northglenn is positioned to take full advantage. Our sustainability is tied to creating a long term plan that sets in place the mechanisms to ensure our future needs. Staff is proposing to move forward looking at our water and wastewater as a whole to use each to its maximum benefit that it can provide.

Three consultants are being recommended to the Mayor & Council, each with their own distinct area of expertise and knowledge. In addition to those characteristics, they are also being selected because of the intimate knowledge they bring of our neighboring city's and an idea of how partnerships could best be formed. It is important not to downplay this component as it is an asset to begin conversations with common relationships that have a developed trust and credibility.

Camp Dresser & McKee will work with staff, Council, and the community, to understand our goals and available opportunities. Staff will work with them to look outside the box at water resources and partnerships that can enhance our long term solutions. The process will look at water, wastewater, and all combinations in between.

Red Oak will work with staff and council to look across our resources and understand our true costs of doing business now and in the long term. The outcome will include rate structures that support our current business and future alternatives. In addition, the findings will include methods for implementing any solutions that will minimize impacts to the community.

Integra Engineering will work with staff to complete the mapping and modeling of our collection system, distribution system, water plant, and wastewater plant. Using the baseline data created, Integra and staff will explore the various alternatives that would affect our systems and understand the impacts to the existing infrastructure. In addition, the mapping and models completed during this process will become the foundation for our utility asset management.

It is important that we stress this is a team approach that will incorporate the consultants, staff, Council, and our community in moving through this process. The key component of that being "team", in which the synergy created from our collective expertise, knowledge, ideas, contacts, and partnerships will ensure a beneficial outcome to the residents of Northglenn.

Staff thanks you in advance for your time and consideration on the recommendations made for this important policy direction of the City.