

*Town of Estes Park, Larimer County, Colorado, July 19, 2001*

Minutes of a Regular meeting of the **PUBLIC WORKS COMMITTEE** of the Town of Estes Park, Larimer County, Colorado. Meeting held in the Municipal Building in said Town of Estes Park on the 19<sup>th</sup> day of July, 2001.

Committee: Chairman Barker, Trustees Doylen and Gillette  
Attending: All  
Also Attending: Town Administrator Widmer, Public Works Director Linnane, Const./Facilities Manager Sievers, Clerk O'Connor  
Absent: None

Chairman Barker called the meeting to order at 8:00 a.m.

#### **2001 STREET OVERLAY PROGRAM – APPROVAL OF OVERLAY PORTION.**

In a memo dated July 19<sup>th</sup>, Mgr. Sievers Memo reviewed the 2001 Street Overlay Program and presented four bids:

Coulson Excavating	\$185,840
LaFarge, Inc.	\$188,170
Aggregate Indus.	\$193,176
Connell Resources	\$212,300

The 2001 Budget contains \$300,000 for the Program. Previously approved expenditures to date total \$103,809.35 and staff is requesting the balance of \$196,190.65 be approved for the Coulson Excavating bid in the amount of \$185,840, with the balance of \$10,360.54 for street and parking lot striping.

Staff confirmed that the Post Office Parking Lot paving has been delayed to 2003. **The Committee recommends awarding the paving contract in the amount of \$185,840 to Coulson Excavating, authorizing staff to expend the balance of \$10,360.54 as requested and defined above.**

#### **LEASE OF WATER DEPT. BAY TO RMNP FOR BUS MAINTENANCE – APPROVAL.**

Rocky Mountain National Park recently solicited bids for maintenance and operation of the new shuttle buses for 2002 through 2006. Lewis Brothers Stages Inc. contacted the Town and has requested leasing a maintenance/wash bay at the Town's Elm Road facilities. The Public Works Dept. responded that the leasing of one bay at the southeast corner of the Water Department Shop would be considered.

Staff believes working with Lewis Brothers, any other maintenance contractors, and RMNP, in a cooperative effort, is in the best interest of the Valley as a whole. It could also benefit the possible future Town-maintained bus system associated with the current ongoing Valley-wide Transportation Plan. Staff has been working with the Contractor and a draft a preliminary agreement was reviewed. The major issues of the Draft Agreement are:

1. Only one-year contracts, reviewed annually, would be allowed.
2. The maintenance Contractor will pay for all facility improvements made necessary by use of the bay for diesel bus maintenance. These

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improvements include, but are not limited to, space ventilation, sanitary sewer and trap, additional wall and door installation, vehicle exhaust hose system, and vehicle wash equipment.

3. The Town will share in facilities improvement costs that will benefit the Town's Water Dept. operations and that add to the assets of the facilities.
4. Shop space operation costs will be shared by the Contractor.
5. The Contractor will pay a fair market value lease. The fair market value will be determined by Town consultants, as well as Contractor consultants.
6. The first-year lease period is proposed as June through October, 2002. The proposed 2003 and 2004 lease period is April through October. The proposed 2005 and 2006 lease period is June through October.

To meet Lewis Brothers' bid solicitation date, staff remitted a tentative Letter of Agreement to Lewis Brothers with the understanding that the letter did not constitute a formal agreement or contract.

Budget ramifications include:

Sand trap cost estimate	\$10,000 (Town) \$10,000 (Contractor)
Shop walls/door addition cost estimate	\$ 5,000 (Town) \$ 5,000 (Contractor)

The project could be financed by capital improvement funds in the 2001 and 2002 budget.

Following confirmation that facility space for Town operations would not be jeopardized, **the Committee recommends staff be authorized to proceed with finalization of the lease agreement between the Contractor and the Town if the Contractor is awarded the bid. The final agreement will be submitted to the Town Board for their approval.**

**CABLE TELEVISION COMPANY REQUEST FOR EASEMENT ON TOWN PROPERTY – APPROVAL.**

The Committee reviewed a letter and sketch from Charter Communications explaining the company's plan to extend its line from Confluence Park north along Riverside Dr. to the northern portion of the old Coffee Bar Parking Lot. To reduce asphalt demolition and avoid utilities, they are requesting to bore the line along the western portion of the Children's Park Parking Lot and the western portion of Bond Park. To accomplish this plan, an easement is being requested from the Town. The company has agreed to pay for attorney and recording fees in preparing the required legal description for said easement. They also agree to immediately repair any damage to Town property, including landscaping.

Glenn Smith, Chief Technician/Charter Communications, explained the request in detail, confirming that Cable would prefer approval to begin construction by August 15<sup>th</sup> to facilitate Cable's contractor schedule and money-savings in the contract itself.

Additionally, Cable agrees to confirm whether construction would conflict with planned Bond Park activities, and fund any line relocation if or when Bond Park improvements are scheduled.

A question and answer period followed concerning technical specifications of the boring operation, including the experience of the contractor and options available for time-of-day, work during the week, not on weekends, and the like. In ascertaining the

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immediacy of construction, Mr. Smith confirmed that no customer would be without cable service due to this project. Mgr. Sievers confirmed that Cable obtained a right-of-way permit April 4<sup>th</sup> and that the 30-day effective period has expired; a complete traffic control plan is needed beyond traffic cones; vehicles should be restricted to the concrete sidewalk, not the park grounds; and prior history indicates granite boulders may be found that could delay the project.

**Reaching a 2/1 consensus on the construction commencement date, the Committee recommends approval of the easement, with work beginning no sooner than September 30, 2001, and the expected highway crossing is to occur during nighttime hours.**

**STANLEY AVENUE TRAIL – REQUEST AUTHORIZATION TO PROCEED WITH CONSTRUCTION.**

The Town included design and construction of the Stanley Ave. Trail in the 2001 and 2002 Budgets. In February, Estes Park Surveyors was contracted to perform the Design and Construction Management as well as act as the General Contractor for the project.

The Committee reviewed a Phase I sketch that outlined the limits of the project for 2001. The project is scheduled to begin by mid-August. As it is a relatively small project, Estes Park Surveyors will solicit prices from local contractors.

Approval by the Town Board will allow solicitation of prices and start of construction in mid-August.

The Budget is \$60,000, and the cost breakdown is as follows:

Design and Construction Management	\$14,600
Construction (entire project)	<u>45,400</u>
Total	\$60,000

Construction for this phased-project is planned in the right-of-way.

**The Committee recommends approval to proceed with price solicitation and construction.**

**REPORTS.**

**Fish Creek Intersection.** Director Linnane and Cornerstone Engineering are meeting with CDOT to discuss this intersection that will eliminate a non-conforming intersection. Improvements will result in an intersection similar to the Hwy. 34/36 Intersection, and staff anticipates plans will be completed by Spring. Town funds are not being expended on this project.

**Estes Park Gateway Sign Project.** Staff confirmed that the plans were submitted to CDOT for their review, and as yet, CDOT has not responded.

There being no further business, Chairman Barker adjourned the meeting at 8:49 a.m.

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Vickie O'Connor, CMC, Town Clerk