

Town of Estes Park, Larimer County, Colorado, September 20, 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 20th day of September, 2001.

Committee: Chairman Barker, Trustees Doylen and Gillette

Attending: All

Also Attending: Assistant Town Administrator Repola, Public Works Director Linnane, Water Supt. Goehring, Fleet Manager Mahany, Const./Facilities Mgr. Sievers, Clerk O'Connor

Absent: None

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

1. **WATER DEPT. FINANCIAL PLAN & RATE STUDY – REQUEST ACCEPTANCE OF STUDY AND WATER RATE ADJUSTMENTS IN 2004 AND 2005.**

Public Works Director Linnane introduced Consultant John Gallagher/Black & Veatch. In his memo dated 9/17/01, Public Works Dir. Linnane reported that last August, Black & Veatch completed a five-year Financial Plan for the Water Dept. and recommended a 15%± cumulative water rate increase by 2005. The increase would fund an aggressive Capital Improvement Program and also allow for a \$1,000,000 cash balance for contingency/emergency projects. Pursuant to the study, a cumulative 15%± is being proposed in the next 5 years. The previous rate increase occurred in 1998.

A "Water Line Replacement Priority List" was reviewed: Priority Lists 1 and 2 are scheduled for completion by 2003, and Priority List 3 is scheduled for construction beginning in 2004. Accountable water has been greatly improved during the past five years due to the completion of items contained in the Priority List--from 72% to 86%, equivalent to approximately 350 CBT units that cost over \$10,000 each.

Mr. Gallagher responded to questions relative to the front-range: benchmarking of water rates, average usage/month, fund balance/operating reserves, and the regulatory environment. He stated that the proposed rate is slightly higher than the average front-range rate, which is understandable given the Town's complex water system.

Discussion followed, with **the Committee recommending: (1) approval of the Water Financial Plan and Cost of Services Rate Study, (2) a cumulative rate increase of 2.9% for five years, effective January, 2002 through January, 2006 for a total rate adjustment of 15.4%.** Mr. Gallagher noted his appreciation for the on-going relationship with the Public Works Committee and staff.

2. **MacGREGOR AVE. PEDESTRIAN ROADWAY SHOULDER – REQUEST APPROVAL OF "NO PARKING" SIGNS ADJACENT TO CANYON CREEK CONDOMINIUMS.**

MacGregor Ave., north of the Bypass, is heavily-used as a pedestrian route, and the Public Works Dept. recently graded and added road base to the eastern edge of the MacGregor right-of-way. To preserve the shoulder as a pedestrian trail, it is

necessary to ban parking. Residents in the adjacent Canyon Creek Condominium area will need to use the off-street parking (approximately 2 spaces per unit) designed into their project. Affected residents were notified and invited to attend this meeting, however, there were no residents in attendance.

The Committee recommends “No Parking” signs be installed along the eastern edge of MacGregor Ave., adjacent to Canyon Creek Condominiums.

3. **PUBLIC WORKS DEPT. EQUIPMENT PURCHASES – REQUEST APPROVAL TO PURCHASE BUDGETED ITEMS.**

Fleet Manager Mahany stated that the following equipment was budgeted for replacement in 2001:

(1) ¾ Ton, 4x4 Pickup Truck with Snowplow (replacement). The low bidder is Estes Park Auto Mall, \$22,471.00 for a Ford ¾ Ton Pickup w/snowplow. The budget was \$29,500, and staff is recommending approval of said bid for **\$22,471.**

(2) Loader (replacement). One bid was received and staff recommends approval of the Colorado Machinery Co. bid for a new John Deere Loader w/snowplow and mounting brackets for a snowblower for a total cost of **\$99,531.** The budget amount was \$93,000, and the over-budget amount could be funded from the balance remaining in Item #1 above. Additionally, staff is requesting approval to participate in a two-year Rollover Program (cost is \$2,000 every two years, plus any price increase). The Town would receive a new loader every two years.

(3) Three-Wheel Truckster and Top-Dresser (replacement). One bid was received for Item #3 (only one dealer) and staff recommends approval of the LL. Johnson Distributing Co. bid of **\$18,528** for a new Cushman Truckster and Top-dresser. The budget amount was \$22,000.

(4) Walker Mower (replacement). One bid was received and staff recommends approval of the Mac Equipment Co. bid of **\$7,939.28** for a new Walker Mower. The budget amount was \$13,000.

(5) Tractor with Snowplow, Snowblower, Sidewalk Broom, and Front Mower Deck (replacement). Staff requested one bid as there is only one Bobcat dealer able to sell in this area. Staff is recommending approval of the Colorado Machinery Co. bid of **\$17,838** for a new Bobcat Skid Steer Loader w/attachments. The budgeted amount was \$14,000, and the over-budget amount could be funded from the balance remaining in Item #4 above. Additionally, staff is requesting approval to participate in the Annual Bobcat Rollover Program, where the Town would receive a new Bobcat annually at no cost.

All items are within the Town's Replacement Policy and the total expenditure is \$166,307.28; the total budgeted amount is \$171,500. **The Committee recommends approval of the budgeted equipment (5) as listed above for a total expenditure of \$166,307.28, plus the Annual Rollover Programs for the Loader and Tractor.**

4. **WATER DEPT. 2000 LOOP PROJECT CHANGE ORDER – REQUEST APPROVAL OF FINAL ASPHALT QUANTITY AND PAYMENT.**

Final asphalt patching on this project was performed in June and the Contractor

has submitted a final payment request of \$9,069.20. This amount could be funded from the 2001 Loop Project. **The Committee recommends approval of the final change order submitted by Kitchen & Co. in the amount of \$9,069.20.**

5. **WATER DEPT. 2001 LOOP PROJECT – REQUEST APPROVAL OF BIDS.**

This project includes 4 items, and the following low bids were reviewed:

PROJECT	CONTRACTOR	LOW BID
Devil's Gulch 12"	Dirt Doctors LLC	\$99,168
Summerset 12"	"	103,837
Marys Lake Rd. 4" Abandonment	"	13,550
Stanley Cir. 6" & 8"	Kitchen & Co.	157,962

With the exception of the Marys Lake project, all of the projects are listed on the Water Line Replacement "High Priority" List. The projects will begin approximately the first week of October, and they should be completed within 90 days (the asphalt work would be completed in the Spring of 2002). The total cost is \$374,517 and the budgeted amount is \$510,000. **The Committee recommends approval of the four bids identified above, for a total budget expenditure of \$374,517.**

6. **WATER DEPT. SCADA EQUIPMENT – REQUEST APPROVAL TO PURCHASE BUDGETED EQUIPMENT.**

Staff is seeking approval to add a wireless bridge connection to network the three central computers of Glacier Creek and Marys Lake Plants and the Water Shop. This connection would improve efficiency and reduce travel. Integrated Telecommunications System, Inc. submitted a price of \$11,294.80, and with in-house installation, the total cost is \$12,794.80. **The Committee recommends approval of the budgeted expenditure of \$12,794.80.**

7. **GLACIER CREEK WATER PLANT FILTERS PROJECT DESIGN/CONST. MANAGEMENT – REQUEST APPROVAL OF SCOPE OF SERVICES.**

Pursuant to recent EPA requirements, modification of the filter basins is required at the Glacier Creek Water Treatment Plant. The budget includes design funding in 2001 and construction in 2002. Cornerstone Engineering submitted a scope of services of \$34,400; the budgeted amount is \$35,000. **The Committee recommends approval of the Scope of Services in the amount of \$34,400 as submitted by Cornerstone Engineering.**

8. **FISH CREEK-HIGHWAY 36 INTERSECTION DESIGN/CONST. MANAGEMENT – REQUEST APPROVAL OF SCOPE OF SERVICE FOR CDOT REIMBURSED PROJECT.**

CDOT has included the reconstruction of this intersection as part of the Causeway Underpass Construction Project and they have agreed to fund all of the design, construction management and construction at 100%. Cornerstone Engineering submitted a scope of services of \$83,766 as an amendment to their Causeway Underpass Scope of Services Contract. If approved, the 2001 Budget must be supplemented for the additional expense and the associated grant revenue. **The Committee recommends approval of the Scope of Services in the amount of**

\$83,766 submitted by Cornerstone Engineering, said funds to be reimbursed 100% by CDOT.

REPORTS.

The Public Works and Police Department co-sponsored a community meeting of Larkspur Ave. Residents to discuss this No. 1 speeding section of roadway, and the need to install a traffic calmer (\$5,000 is budgeted for this project). Results of the meeting were that the Town would install a traffic calmer at one location, and, on a trial basis to determine their effectiveness, install “cut-in strips” (1”). These strips are inexpensive and should they prove unsuccessful, the asphalt can be repaired at minimal cost. Staff believes these efforts will meet resident and staff concerns.

Chairman Barker requested staff review future major engineering work [for non-water line related projects] to ensure an equitable bidding process for all qualified engineering firms. Note: the bracketed portion was clarified with the Chairman following the meeting.

There being no further business, Chairman Barker adjourned the meeting at 8:54 a.m.

Vickie O'Connor, CMC, Town Clerk