

RECORD OF PROCEEDINGS

Town of Estes Park, Larimer County, Colorado, September 19, 2002

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 19th day of September 2002.

Committee: Chairman Barker, Trustees Doyley and Gillette

Attending: Chairman Barker and Trustee Doyley

Also Attending: Town Administrator Widmer, Public Works Director Linnane, Finance Director Brandjord, Construction Manager Sievers, Deputy Clerk van Deutekom

Absent: Trustee Gillette

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

YMCA BULK WATER EMERGENCY TAP – REQUEST APPROVAL.

Director Linnane presented an emergency use tap request submitted by the YMCA that would be physically connected during an emergency (i.e., a severe drought condition or a YMCA treatment plant failure). The agreement would include the following:

- 1) The tap would be activated during emergency situations only
- 2) Town personnel would connect and disconnect the tap
- 3) YMCA agrees to pay bulk water rates for water used
- 4) YMCA will submit connection construction plans for Town approval
- 5) YMCA shall be included in the NCWCD prior to the tap connection

Scott Pope and Gary Van Horn/YMCA indicated that the tap would be used in the event of a treatment plant failure.

Concluding discussions regarding fire flow requirements, usage limitations, and emergency restrictions, the **Committee recommends approval of the Emergency Tap request. Staff was directed to prepare an agreement, similar to Park Entrance Estates, to include the stipulations listed above and a precise definition of “emergency.”**

MUNICIPAL BUILDING 1ST FLOOR REMODEL PRELIMINARY DESIGN SCOPE OF SERVICES – REQUEST APPROVAL.

Director Brandjord reported that a committee has been formed to determine the future use of the previous Town Board Room space and to improve the customer service area located on the first floor of the Municipal Building. In order to optimize the space, the committee contracted an architectural firm to conduct a professional conceptual design study and the following bids were received:

Basis Architecture	\$10,125
Thorp Associates, PC	\$6,448

It should be noted that although the RFP did not request it, Thorp's scope of work included a preliminary design for the entire building, including the second floor. Basis' did not.

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There is no line item included in the budget. Staff recommends allocating the expenditure equally between the Light and Power and Water Funds.

The **Committee recommends awarding the conceptual design contract to Thorp Associates, PC at a cost of \$6,448.**

E. RIVERSIDE DR. RETAINING WALL AND ROADWAY PROJECT – REQUEST TO AWARD BID.

Public Works budgeted construction of a retaining wall along the Big Thompson River between the Rockwell St. and E. Riverside Dr. bridges. This construction triggered the repaving of this section of street, which in turn, lead staff to review the quality of underground and overhead utilities in this area and an additional block to the south. The following bids were received:

G. L. Hoff	\$357,429.11
Mountain Constructors	\$451,907.05

The project will include an additional 13% to fund traffic control and contingencies; therefore, the low bid presented by G.L. Hoff will increase from \$357,429.11 to \$410,450.00 (NOTE: Engineering, design and construction management costs totaling \$21,277 were previously approved at the May 2nd Public Works Committee meeting and are not included in the above bids).

The Light and Power Dept. will fund its portion of the project from the Brownfield's Underground Circuit Tie Project and Public Works from the Marys Lake Pump Project. Both projects have been postponed.

Director Linnane briefed the Committee on the neighborhood meeting held September 17th. Areas discussed include the construction schedule, traffic management, tree replacement, and landscaping plans.

Bill Van Horn/Van Horn Engineering addressed river water levels and channel concerns.

Concluding all discussion, the **Committee recommends acceptance of the bid from G.L. Hoff in the amount of \$357,429.11 to include an additional 13% for traffic control and contingencies for a total of \$410,450.00 to be funded as outlined above.**

WATER RIGHTS FEE SCOPE OF SERVICES – REQUEST APPROVAL.

Director Linnane presented a Water Rights Fee Study Scope of Services submitted by Black & Veatch at a cost of \$6,000 to evaluate the Town's current water rights fee for new development. This cost will be funded from the postponed Marys Lake Pump Project. The **Committee recommends approval of the Water Rights Fee Scope of Services in the amount of \$6,000 submitted by Black & Veatch.**

REPORTS.

Willows Condos/Fall River Trail. Negotiations are underway between Attorney Phipps/Willows Condominium Association and Town Attorney White to determine if a cost sharing compromise can be reached for trail relocation costs. A deadline of October 1st was given to reach a compromise. Staff is moving forward with the project and will begin soliciting bids in the near future. Other areas discussed include trail construction plans, easement negotiations, and bridge placement.

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Cardboard Recycling Project. The project will begin October 1, 2002 and will be available during the normal recycling schedule of Tuesdays, Thursdays and Saturdays from 8:00 a.m. to 4:00 p.m. It is anticipated that the project will be available through the month of October and possibly longer if the conditions of operation are follows and the location can handle the extra customer load. This is a free residential cardboard recycling project. Commercial cardboard recycling is available for a fee.

There being no further business, Chairman Barker adjourned the meeting at 8:50 a.m.

Rebecca van Deutekom, CMC, Deputy Town Clerk