



AGENDA
CITY OF GLENWOOD SPRINGS
REGULAR CITY COUNCIL MEETING
APRIL 18, 2024
101 W. 8TH STREET
6:15 p.m.

The agenda is subject to *change, including the addition of items 24 hours in advance or the deletion of items at any time.*

The order and times of agenda items listed are approximate and intended as a guideline for the City Council.

ATTENTION: To ensure your written comments are included in the City Council packet, public comments must be received by 4 p.m. on the day before City Council meetings. Comments may be submitted to ryan.muse@cogs.us.

Written comments may be submitted after this deadline and will be shared via email to City Council but are not guaranteed to make it into the meeting packet. Submit comments at any time directly to City Council via email at citycouncil@cogs.us.

WORK SESSION

3:00	1. Presentation from Municipal Energy Agency of Nebraska (MEAN)	Information/Discussion
3:45	2. Trash, Restroom and Mowing Services	Information/Discussion
4:15	3. West Mountain Regional Housing Coalition Buy Down Program Presentation	Information/Discussion
5:00	4. Break to Get Dinner	
5:30	5. Financial Advisory Board (FAB) Grant Allocation	Information/Discussion

ZOOM INSTRUCTIONS

Please click the link below to join the webinar: <https://us02web.zoom.us/j/81360357356?pwd=OFAzd3c3a3pSN1UzTmFNK25PZ0IOUT09>
Passcode: 336531Or One tap mobile : +17193594580,,81360357356# US+16699006833,,81360357356# US (San Jose)Or
Telephone: Dial(for higher quality, dial a number based on your current location): +1 719 359 4580 US +1 669 900 6833 US (San Jose) +1 253 205 0468 US +1 253 215 8782 US (Tacoma) +1 346 248 7799 US (Houston) +1 669 444 9171 US +1 646 931 3860 US +1 689 278 1000 US +1 929 205 6099 US (New York) +1 301 715 8592 US (Washington DC) +1 305 224 1968 US +1 309 205 3325 US +1 312 626 6799 US (Chicago) +1 360 209 5623 US +1 386 347 5053 US +1 507 473 4847 US +1 564 217 2000
USWebinar ID: 813 6035 7356 International numbers available: <https://us02web.zoom.us/j/81360357356?pwd=OFAzd3c3a3pSN1UzTmFNK25PZ0IOUT09>

REGULAR SESSION

6. Roll Call
7. Agenda Changes & Conflicts
8. Council Announcements
9. Citizens Appearing Before Council (for items not on the Agenda-comments limited to 3 minutes)
10. Council Announcements and Reaction to Public Comments
11. Consent Agenda Discussion and/or Action
 - A. April 4, 2024 Minutes
 - B. Award RFP 2024-04P Blake Avenue Phase 1 - 24th to 27th Street
 - C. Award RFP 2024-07P Devereux Bridge Resurfacing Project
 - D. Award RFP 2024-08P City Wide Storm Sewer System Survey
 - E. Resolution 2024-20; Electric Rate Tariff Updates
 - F. Resolution 2024-21 Authorizing the Mayor to Execute Closing Documents on the Habitat Transaction
12. Proclamation: National Donate Life Month Presentation

ACTIONS AND/OR PRESENTATIONS

13. YouthZone Update Information/Discussion

- | | |
|---|--------------------------|
| 14. South Bridge and Project Updates | Information/Discussion |
| 15. Ordinance 2024-06; Budget Amendment 2 | Discussion and/or Action |
| 16. Award of RFP 2023-36P for Trash, Restroom and Mowing Services | Discussion and/or Action |
| 17. West Mountain Regional Housing Coalition Buy Down Program | Discussion and/or Action |
| 18. Resolution 18; Temporary Location Requirement Extension for Mobile Businesses | |
| 19. Council Comments | |
| 20. Report from City Administration | |
| A. City Manager | |
| B. City Attorney | |
| C. Correspondence Incoming/Outgoing | |
| 21. Council Social Event Location | |
| 22. Adjournment | |

View the City of Glenwood Springs Accessibility Policy at www.cogs.us/ADA / Ver el Póliza de Accesibilidad de la Ciudad de Glenwood Springs en www.cogs.us/ADA



City Council
STAFF REPORT
City of Glenwood Springs
April 18, 2024

Agenda Item: Presentation from Municipal Energy Agency of Nebraska (MEAN)

Action Requested: None

Department: Public Works

Presented By: Matthew Langhorst

Strategic Goals: Provide Efficient and Responsive City Government
Protect and Preserve our Quality of Life
Ensure Public Safety
Preserve and Improve Infrastructure
Generate Sustainable Economic Development

Background Info: Brad Hans and Bruce Doll will be here to go over the world of Municipal Energy Agency of Nebraska (MEAN) items.

Issues: None

Fiscal Impact: None with this discussion.

Legal Review: None

Staff Recommendation: NA



City Council
STAFF REPORT
City of Glenwood Springs
April 18, 2024

Agenda Item:	Trash, Restroom and Mowing Services
Action Requested:	Approval of contracted services to improve maintenance quality of City parks and the downtown core.
Department:	Parks & Recreation
Presented By:	Rod Tarullo, Dan Roper, Steve Boyd
Strategic Goals:	Protect and Preserve our Quality of Life
Background Info:	Prior to Covid, parks and public space work generally focused on approximately 80% horticulture, beautification, and upkeep of infrastructure, with the other 20% of efforts addressing trash and public restrooms. During Covid, Parks agencies across the county experienced dramatic shifts in use of outdoor space with the largest, significant impacts to the trash and restroom side of operations. In fact, the need for resource allocation switched to 80% trash and restrooms, and 20% horticulture, beautification, and infrastructure upkeep. We continue to see more people outdoors in public spaces, with trash and restrooms now being the highest priority of most parks team members' efforts. This has led to an eventual decline in the upkeep of the overall park system in the community. This situation is not unique to Glenwood Springs. Several other municipalities have gone to contract labor to address trash, restrooms, and mowing, freeing up in-house labor to focus on the other elements of the park system.
Issues:	The challenges faced when trying to maintain our parks system are caused in part by: • Increased park and public space users. • Shifts in expectations and demands of our visitors and residents. • Overall park system needs to 'raise the bar' to provide higher levels of service. • Increases in costs of materials/supplies, and labor. • Work force related issues as the duties for parks employees are less than desirable. The image of what park work "should" look like creates significant challenges. • Greater maintenance demands coming as projects are built out: 6th Street, North Landing, 27th Street tunnel, Blake Street, Cooper Street, 3 Mile Park, downtown alley improvements, South Bridge and additional trails and activated open space.
Fiscal Impact:	We have previously used contract labor to handle trash removal in the downtown area and mowing at Rosebud cemetery. In late 2023, Request For Proposal (RFP) 2023-36P was issued to receive quotes for trash removal in all parks and public spaces, public bathroom cleaning, and mowing of grass areas in the park system. We received two bids for these services. One was for a continuation of trash removal in the downtown area by one contractor, and the other for mowing, restrooms, and trash in the rest of the park system from another contractor. Both contractors have experience and infrastructure to provide the services requested. The preparation of the RFP was beneficial to help identify numbers and locations of trash receptacles (over 200) where we could adjust placement and numbers for more efficiency. After review of the proposals it was determined that keeping the larger turf areas internally for mowing and having the contractor mow the smaller turf areas in the system makes the most financial sense, saving approximately \$59,000 in annual costs. The total cost for providing contractor serviced trash, restroom, and mowing is \$561,000 annually. There is \$121,000 in the current parks budget for previous contractual services that would no longer be needed. These additional contracted services would allow us to eliminate seasonal employee costs of around \$134,000. Staff would like Council to consider allocating 1/2 of the 7.5% transfer from the Tourism Fund that is to be used for mitigating the effect of the tourism industry on City infrastructure

which would be approximately \$65,000. That would make the increase \$241,000 per year. Staff believes that this structure would enable us to provide a noticeably higher level of City-wide service and better keep up with continued increases in future demand by not replacing one or more full-time positions that come open from impending retirements, and potentially allocating those funds in a more efficient way.

In the immediate future these contracts will help maintain a satisfactory service level while the parks team operates from temporary headquarters and without certain equipment damaged in the recent fire. Replacement of equipment will differ somewhat based on whether or not we've outsourced these tasks. It should be noted that even with outsourced help our team will need to support the contractors, especially in the beginning as we integrate their activities into our regular workflow.

Legal Review:

Legal will approve contract terms.

Staff Recommendation:

Staff is recommending that we award RFP 2023-36P between the two compliant bidders, assign 50% of the 7.5% tourism transfer that offsets the impact of tourism to the contracts, and amend the budget accordingly. This recommendation may change between this work session and the evening agenda based on the outcome of the discussion.

1. Introduction

The City of Glenwood Springs (City) is soliciting proposals from qualified contractors (Contractor) for the following sections:

1. **Solid Waste Removal:** The collection of solid waste from individual containers within the City Parks and Public Spaces. (collectively referred to herein as “collection services”).
2. **Bathroom Cleaning:** The cleaning of bathrooms within City Parks.
3. **Turf Maintenance:** The turf mowing and trimming within City Parks.

The City may award a full or a partial contract as a result of this RFP. Contractors are welcome to bid on a single section or all sections of the RFP. The start date for services is to be set by mutual agreement between the City and Contractor and is anticipated to be in the Spring 2024.

2. General Information

The City maintains over 200 individual public waste containers in our parks, trails and public areas, bus stops and maintains 16 individual restrooms in 6 restroom facilities that are located in 5 Parks. The bathroom locations and quantities are as follows: Two Rivers Park (4), Veltus Park (4), Downtown (2), Axtell Park (2), Sayre Park (2), Sopris Ballfields (2). The turf mowing and trimming portion will include approximately 36 acres of turf in thirteen (13) separate parks. **(See Exhibit A)**

The Contractor selected must provide timely service for all solid waste removal, restroom cleaning, and mowing and trimming needs as well as assist the City in service adjustments over time to increase or decrease service depending on needs.

3. Basis of Proposal

Proposals submitted will be for the Contractor to provide for the exclusive collection of solid waste in the areas of the City as shown on **Exhibit B**. Contractor shall provide the following equipment and services:

Downtown. In all locations, manual labor is required for service, due to existing physical constraints. (See also below seasonal service requirements.)

Parks. Approximately 110 permanent waste bins are located in city park areas, on City property. In these locations, manual labor is required for service to the waste stations in the Parks system, but parking is available within walking distance of each station. (See also below seasonal service requirements.)

Trails. Approximately 36 permanent waste bins are located along the City and joint use trails. In these locations, manual labor is required for service to the waste stations along the public trail system, but parking is available within walking distance of each station. No contractor vehicles are allowed on trails. (See also below seasonal service requirements.)

Maintenance. Trash containers require once per month cleaning of the interior liner and the openings for disposal, by Contractor or subcontractor. Proposals should describe the Contractor's policy on maintenance. Trash containers require surface cleaning on an as-needed basis.

Seasonal Service Requirements. Due to the seasonal nature and popularity of our downtown, parks and trails, especially in summer, the City is looking for a Contractor able to service the areas more often in the summer and less often in the winter. The City desires a schedule that aligns with the following:

3.1 Trash

Summer Operations

Downtown

May 1st- September 30th

Monday, Wednesday, Friday (1 x per day) completed before 3 pm.
Trash receptacles = 40-45

Bethel

May 1st- September 30th

Monday, Wednesday, Friday (1 x per day) completed before 10 am
Saturday & Sunday (1 x per day) completed before 10 am).
Trash receptacles = 8-10

Parks

May 1st- September 30th

Monday, Wednesday, Friday (1 x per day) completed before 3 pm
Saturday & Sunday (1 x per day) completed before 3 pm).
Trash receptacles = 105-110

Trails

May 1st- September 30th

Monday, Friday (1 x per day) completed before 3 pm
Trash receptacles = 35-40

Bus Stops

May 1st- September 30th

Monday, Wednesday, Friday (1 x per day)
Trash receptacles = 20-25

Winter Operations

Downtown

October 1 – April 30th

Monday, Wednesday, Friday (1 x per day) completed before 10 am
Saturday (1 x per day) completed before 10 am).
Trash receptacles = 50-55

Parks

October 1 – April 30th

Monday, Wednesday, Friday (1 x per day) completed before 3 pm
Trash receptacles = 105-110

Trails

October 1 – April 30th

Monday, Friday (1 x per day) completed before 3 pm

Trash receptacles = 35-40

Bus Stops

October 1 – April 30th

Monday, Wednesday, Friday (1 x per day)

Trash receptacles = 20-25

3.2 Bathrooms

Proposals submitted will be for the Contractor to provide for the exclusive cleaning of bathrooms in the areas of the City as shown on **Exhibit B**. Contractor shall provide the following equipment and services Monday – Sunday, 8am – 12 pm.

Maintenance.

Daily Service: Clean toilets & urinals

Clean sinks

Scrub floors and hose out facility

Fill toilet paper

Fill paper towels

Fill soap dispenser

Sweep floor

Wet mop

Fill Air freshener as needed

Weekly Service:

Scrub floors and hose out facility

Clean trash cans

Wipe walls down

Summer Operations

Downtown & Parks

May 1st- September 30th

Monday – Sunday (1 x per day) completed before 12 pm

16 Individual Units

Winter Operations

Downtown

October 1st- March 30th

Monday – Sunday (1 x per day) completed before 12 pm

2 Individual Units

3.3 Mowing and Trimming

Proposals submitted will be for the Contractor to provide for the mowing and trimming of turf in the areas of the City as shown on **Exhibit B**. The turf mowing and trimming

portion will include approximately 36 acres of turf in thirteen (13) separate parks. Contractor will bid each of the 13 parks separately as shown in the attached Bid Schedule. Contractor shall provide the following services within the timeframe of Monday- Friday, 8am – 3 pm:

Weekly Service:

Mowing of turf areas

Trimming of areas

3.4 Term of Contract. The Contractor shall provide a proposal based on a three-year contract. Contractor shall provide and itemized quote with fixed pricing for all services, with an allowance for cost discussion every year throughout the term of the Contract.

3.5 Trash Materials. Contractor shall provide a dark, opaque bag liner in the collection and replacement of each trash bin service. Bag liner must be made from at least 75% post-consumer recycled plastic. With approval Contractor may choose to not use a liner. Preference will be given to contractors that can reduce the amount of plastic bag liners used. Contractor is required to deposit bagged/loose materials into the City of Glenwood Springs Landfill.

3.6 Bathroom Cleaning Materials. Contractor shall provide all cleaning materials to clean and disinfect bathrooms. Any plumbing or maintenance issues shall be reported to the city.

3.7 Toilet Paper and Paper Towels. Contractor shall provide all toilet paper and paper towels that meet the specifications of the City

3.8 Data Collection. The Contractor is responsible for submitting monthly reports to the City, outlining the total tonnage of trash collected through the service.

BD2023-0XX BID SCHEDULE - UPDATE

City of Glenwood Springs Parks - RFP for Contracted Services for Calendar Year

City of Glenwood Springs

2/26/2024

No.	QTY.	Unit	Description and Unit Price in Words	Unit Price	Total Price
1	12	LS	Summer season daily cleanding per bathroom including: man-hours, cleaning supplies,toilet paper, and paper towels.	\$7,362.68	\$ 88,352.16
			#NAME? (Lump Sum Price - Words)	(Numeric)	(Numeric)
	2	LS	Winter season daily cleanding per bathroom including: man-hours, cleaning supplies,toilet paper, and paper towels.	\$7,793.75	\$ 15,587.50
			#NAME? (Lump Sum Price - Words)	(Numeric)	(Numeric)
2	150	LS	Summer season weekly service of trash cans including: trash bags and monthly power wash cleaning of trash cans and liners.	\$574.16	\$ 86,124.00
			#NAME? (Lump Sum Price - Words)	(Numeric)	(Numeric)
	150	LS	Winter season service of trash cans including: trash bags and monthly power wash cleaning of trash cans and liners.	\$797.03	\$ 119,554.50
			#NAME? (Lump Sum Price - Words)	(Numeric)	(Numeric)
3	1	LS	Mowing & Trimming: City Hall - 101 8th St	\$1,364.23	\$ 1,364.23
			#NAME? (Lump Sum Price - Words)	(Numeric)	(Numeric)
4	1	LS	Mowing & Trimming: Veltus Park - 901 Midland	\$12,278.05	\$ 12,278.05
			#NAME? (Lump Sum Price - Words)	(Numeric)	(Numeric)
5	1	LS	Mowing & Trimming: Gregory Park - 155 Center Drive	\$3,069.51	\$ 3,069.51
			#NAME? (Lump Sum Price - Words)	(Numeric)	(Numeric)
6	1	LS	Mowing & Trimming: Brush Creek Mountain Park - 1000 Brush Creek Lane	\$1,023.17	\$ 1,023.17
			#NAME? (Lump Sum Price - Words)	(Numeric)	(Numeric)
7	1	LS	Mowing & Trimming: Centennial Park - 828 Grand Ave	\$2,046.34	\$ 2,046.34
			#NAME? (Lump Sum Price - Words)	(Numeric)	(Numeric)
8	1	LS	Mowing & Trimming: Rosebud Cemetery - 3420 Grand Ave	\$40,926.84	\$ 40,926.84
			#NAME? (Lump Sum Price - Words)	(Numeric)	(Numeric)
9	1	LS	Mowing & Trimming: Conservancy Park - 41087 Sky Ranch Dr	\$4,092.68	\$ 4,092.68
			#NAME? (Lump Sum Price - Words)	(Numeric)	(Numeric)

BD2023-0XX BID SCHEDULE - UPDATE

City of Glenwood Springs Parks - RFP for Contracted Services for Calendar Year

City of Glenwood Springs

2/26/2024

No.	QTY.	Unit	Description and Unit Price in Words	Unit Price	Total Price
10	1	LS	Mowing & Trimming: Sister Lucy Downey Park - 51183 Hwy 6 & 24 #NAME?	\$2,046.34	\$ 2,046.34
			(Lump Sum Price - Words)	(Numeric)	(Numeric)
11	1	LS	Mowing & Trimming: Axtell Park - 1102 Grand Ave #NAME?	\$2,046.34	\$ 2,046.34
			(Lump Sum Price - Words)	(Numeric)	(Numeric)
12	1	LS	Mowing & Trimming: Community Center - 100 Wulfsohn Rd #NAME?	\$9,278.05	\$ 9,278.05
			(Lump Sum Price - Words)	(Numeric)	(Numeric)
Total of All "A" Items (Complete Project):				\$	<u>387,789.71</u>

TRASH

RESTROOM &

MOWING

SERVICES





CHALLENGES

- **Increased Users**
- **Shifts in Visitor/Citizen Expectations and Demands**
- **Increased Costs of Materials and Labor**
- **Work Force Issues**
- **More and More Projects Which Require More Maintenance**

A person with long blonde hair in a ponytail, wearing a red long-sleeved shirt and black leggings, is running away from the camera on a path covered in yellow autumn leaves. The path is flanked by trees with green and yellow foliage. The scene is captured in a cinematic style with soft lighting.

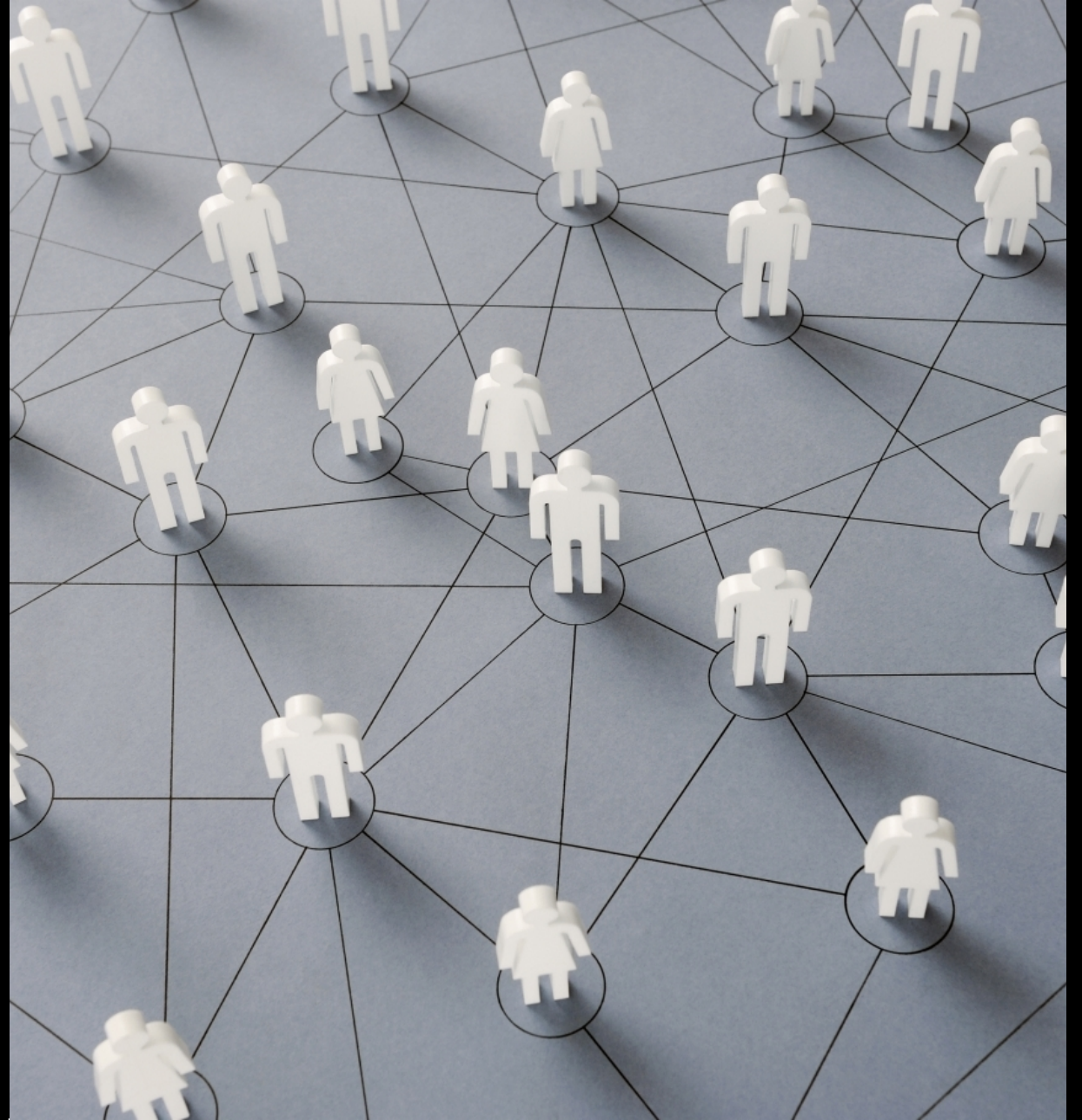
OUR GOAL IS TO IMPROVE MAINTENANCE
QUALITY OF CITY PARKS AND THE
DOWNTOWN CORE

POTENTIAL SOLUTIONS

Contracted Services for:

- Trash Collection System Wide
- Daily Restroom Cleaning System Wide
- Mowing of Small Parks and Rosebud Cemetery

Freeing Up Team Members to Focus on Other Parks Related Responsibilities





Parks and Recreation Department

Summary of Maintenance Costs for Contracted Services

Total cost of trash collection, restroom servicing and mowing/trimming certain designated areas	\$561,000
Savings on existing contracts that can be eliminated and absorbed in this scope of work	\$131,000
Savings in the General Fund budget from having less need for seasonal employees	\$134,000
Allocating half of the 7.5% from the Tourism Fund that is transferred to the General Fund to be spent on mitigating the impact of tourism.	<u>\$65,000</u>
Total net increase in General Fund allocation from the execution of contracts for trash, restroom service and mowing included in the scope.	<u>\$231,000</u>

BENEFITS

Noticeably Higher
Levels of Service
Downtown and
Throughout the
Park System





City Council
STAFF REPORT
City of Glenwood Springs
April 18, 2024

Agenda Item:	West Mountain Regional Housing Coalition Buy Down Program Presentation
Action Requested:	Discussion of West Mountain Regional Housing Coalition Programs and funding request
Department:	Economic and Community Development
Presented By:	Hannah Klausman
Strategic Goals:	Protect and Preserve our Quality of Life
Background Info:	The City of Glenwood Springs is a member of the West Mountain Regional Housing Coalition (WMRHC). The Coalition has drafted it's first program, which is a deed restriction purchase program. Municipal support is one component of the initial funding strategy for program launch. To date, Pitkin County, Snowmass Village, Carbondale, and Aspen have committed to funding, and Basalt is currently reviewing the proposal. WMRHC has included a memo and presentation attached to this report detailing the program specifics and funding request for City Council discussion.
Issues:	None at this time
Fiscal Impact:	The level of support is up for Council discussion. It is important to note that given program parameters, the funding would not be able to come from the dedicated 2C affordable housing fund. There is the possibility in the future to commit 2C funding towards program participants that do meet 2C parameters to match Coalition funding.
Legal Review:	Not applicable at this time.
Staff Recommendation:	Staff defers to Council direction.

WEST MOUNTAIN REGIONAL HOUSING COALITION

PITKIN COUNTY | ASPEN | SNOWMASS VILLAGE | BASALT | CARBONDALE | GLENWOOD SPRINGS | EAGLE COUNTY
COLORADO MOUNTAIN COLLEGE | ROARING FORK TRANSPORTATION AUTHORITY

MEMO

From: West Mountain Regional Housing Coalition

To: Glenwood Springs City Council

Re: Introduction to West Mountain Regional Housing Coalition and Good Deeds Program

Date: April 11, 2024

West Mountain Regional Housing Coalition will introduce the organization and seek support for its premier program for affordable home ownership – Good Deeds.

BACKGROUND

Like many regions throughout the state and resort communities across the nation, the Roaring Fork region is experiencing significant housing issues. While many of our local governments and large employers have been working diligently in affordable housing for quite some time, the region's housing needs continue to outpace its solutions. Two local organizers, David Myler and Bill Lamont, had an idea in 2018 to create a regional housing authority to fund housing initiatives. Due to lack of political will and eventually the pandemic, efforts to create a regional organization were not successful at that time. However, in 2019, the grassroots group was able to secure a small amount of funding from local governments to develop a Greater Roaring Fork Regional Housing Study that provided a housing needs assessment with staggering results.

Following the results of the Housing Study and a follow-up Housing Data Supplement, the ad-hoc group was formally established as a nonprofit organization in the spring of 2022 – West Mountain Regional Housing Coalition (WMRHC or Coalition). With \$10,000 of initial investment from each of its eight members in 2022 and again in 2023, the Coalition has held monthly meetings, completed a Strategic Operations Plan, applied for and been awarded \$150,000 in state grants, and in September of 2023 hired its first, part-time staff person.

The WMRHC Strategic Operations Plan clearly identifies the Coalition's values, target population, approach, and goals and strategies for the Coalition through 2026. Those goals, in general, are to increase the amount of housing available to locals, increase the number of households benefitting from housing assistance, secure funding to provide housing programs, and to establish a strong, durable organization that supports the region.

WEST MOUNTAIN REGIONAL HOUSING COALITION

PITKIN COUNTY | ASPEN | SNOWMASS VILLAGE | BASALT | CARBONDALE | GLENWOOD SPRINGS | EAGLE COUNTY
COLORADO MOUNTAIN COLLEGE | ROARING FORK TRANSPORTATION AUTHORITY

With the addition of staff and the reliance on data-supported solutions, the Coalition will now work towards creation and implementation of three priority programs – Buy Down, Rental Assistance, and ADU Support – as well as continuing the work necessary to securely establish the new organization in this region.

DISCUSSION

Glenwood Springs has been a member of the West Mountain Regional Housing Coalition since its initial formation and inception as a 501c3 organization, with Hannah Klausman serving as the City's representative on the board since 2022 and Shelley Kaup representing Roaring Fork Transportation Authority since January 2024. The regional organization is proving to be a model for effective regional collaboration and is setting a vision for partnership and alignment across governments, nonprofit organizations, and private businesses that has the potential to deliver an innovative approach to housing. Part of this vision includes the implementation of a new program that will provide funding towards the conversion of free market housing into permanent deed restricted affordable housing to serve the regional workforce. WMRHC staff will provide further details about the organization and the program and will be available to answer questions from City Council. Following the presentation by WMRHC, Glenwood Springs staff will support Council in discussing a suggested contribution of \$200,000 towards the new program.

West Mountain Regional Housing Coalition to Glenwood Springs City Council

April 18, 2024

April Long, Programs Director



West Mountain Regional Housing Coalition

Established 2022

Mission

We believe a regional approach that leverages the skills and resources of our communities is the foundation for increasing affordable housing.

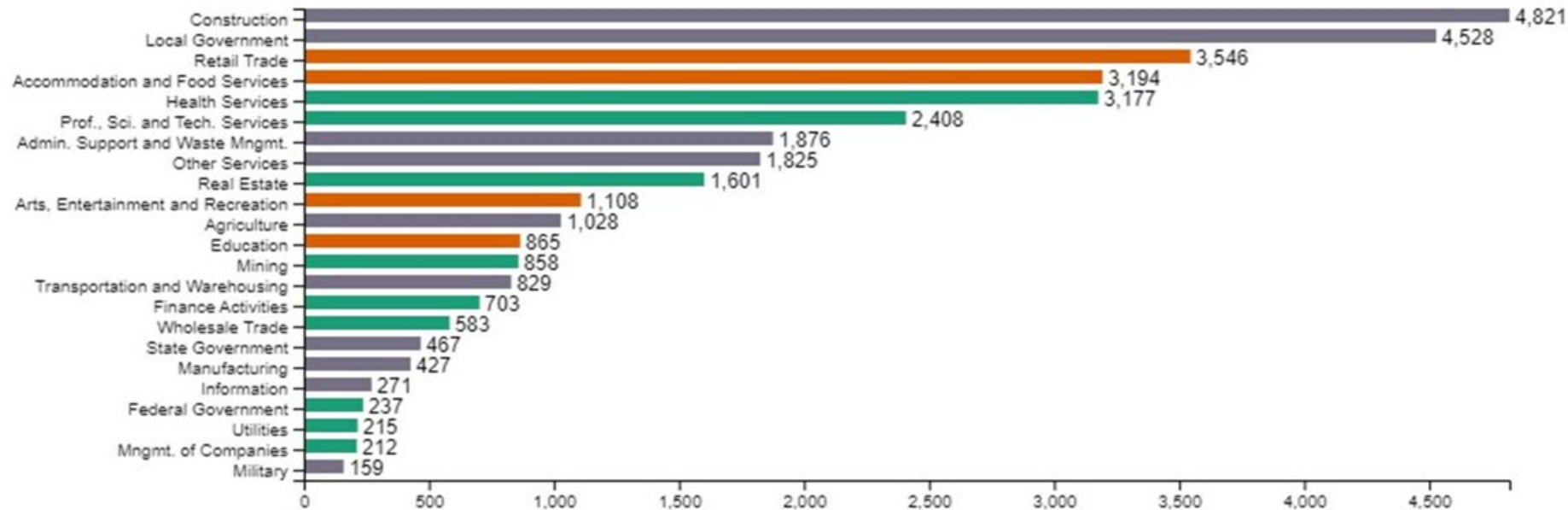
Structure

The West Mountain Regional Housing Coalition serves the Roaring Fork and Colorado River Valleys as a tax-exempt, Colorado 501(c)(3) nonprofit corporation.

Membership

City of Glenwood Springs
Town of Carbondale
Town of Basalt
Town of Snowmass Village
City of Aspen
Eagle County
Pitkin County
Colorado Mountain Local College District
Roaring Fork Transit Authority

Jobs by Sector: Garfield County, 2022



34,938 Total Estimated Jobs

\$59,979 Average Annual Wage

2022 Employment Share by Wage

Low Wage Jobs: (Less Than \$47,983) 24.9%

Mid Wage Jobs: (\$47,983 to \$71,975) 46.5%

High Wage Jobs: (More Than \$71,975) 28.6%

Top 5 Job Sectors:

- Construction
- Local Government
- Retail Trade
- Accommodation and Food Service
- Health Services

MIT Living Wage analysis - Garfield County

	1 ADULT				2 ADULTS (1 WORKING)				2 ADULTS (BOTH WORKING)			
	0 Children	1 Child	2 Children	3 Children	0 Children	1 Child	2 Children	3 Children	0 Children	1 Child	2 Children	3 Children
Living Wage	\$19.20	\$40.24	\$53.61	\$71.91	\$28.99	\$36.47	\$41.65	\$47.30	\$14.50	\$22.23	\$28.80	\$35.95
Poverty Wage	\$6.53	\$8.80	\$11.07	\$13.34	\$8.80	\$11.07	\$13.34	\$15.61	\$4.40	\$5.54	\$6.67	\$7.81
Minimum Wage	\$13.65	\$13.65	\$13.65	\$13.65	\$13.65	\$13.65	\$13.65	\$13.65	\$13.65	\$13.65	\$13.65	\$13.65

\$15/hr = \$31,200/yr

\$19.20/hr = approx. \$40,000/year

\$20/hour = \$41,600/yr

\$25/hr = \$52,000/yr

\$30/hr = \$62,400/yr

\$40/hr = \$83,200/yr

\$50/hr = \$104,000/yr

MIT Expenses analysis annualized - Garfield County

	1 ADULT				2 ADULTS (1 WORKING)				2 ADULTS (BOTH WORKING)			
	0 Children	1 Child	2 Children	3 Children	0 Children	1 Child	2 Children	3 Children	0 Children	1 Child	2 Children	3 Children
Food	\$4,686	\$6,916	\$10,392	\$13,774	\$8,591	\$10,702	\$13,802	\$16,795	\$8,591	\$10,702	\$13,802	\$16,795
Child Care	\$0	\$13,371	\$26,742	\$40,113	\$0	\$0	\$0	\$0	\$0	\$13,371	\$26,742	\$40,113
Medical	\$2,964	\$9,385	\$9,395	\$9,321	\$6,754	\$9,395	\$9,321	\$9,473	\$6,754	\$9,395	\$9,321	\$9,473
Housing	\$13,477	\$17,087	\$17,087	\$22,975	\$13,563	\$17,087	\$17,087	\$22,975	\$13,563	\$17,087	\$17,087	\$22,975
Transportation	\$5,316	\$9,561	\$11,691	\$14,058	\$9,561	\$11,691	\$14,058	\$15,073	\$9,561	\$11,691	\$14,058	\$15,073
Civic	\$2,920	\$5,801	\$6,480	\$8,835	\$5,801	\$6,480	\$8,835	\$7,025	\$5,801	\$6,480	\$8,835	\$7,025
Other	\$4,596	\$8,020	\$9,463	\$10,386	\$8,020	\$9,463	\$10,386	\$11,617	\$8,020	\$9,463	\$10,386	\$11,617
Required annual income after taxes	\$34,092	\$70,273	\$91,381	\$119,593	\$52,422	\$64,949	\$73,619	\$83,090	\$52,422	\$78,320	\$100,361	\$123,203
Annual taxes	\$5,853	\$13,433	\$20,125	\$29,986	\$7,878	\$10,910	\$13,009	\$15,301	\$7,878	\$14,147	\$19,440	\$26,338
Required annual income before taxes	\$39,944	\$83,706	\$111,505	\$149,579	\$60,300	\$75,859	\$86,628	\$98,392	\$60,300	\$92,466	\$119,801	\$149,541

Housing Continuum

These incomes are based on
2023 Garfield County 2 -
person households.

Eagle County 100% AMI: \$95,000

Garfield County 100% AMI: \$80,000

Mesa County 100% AMI: \$70,000

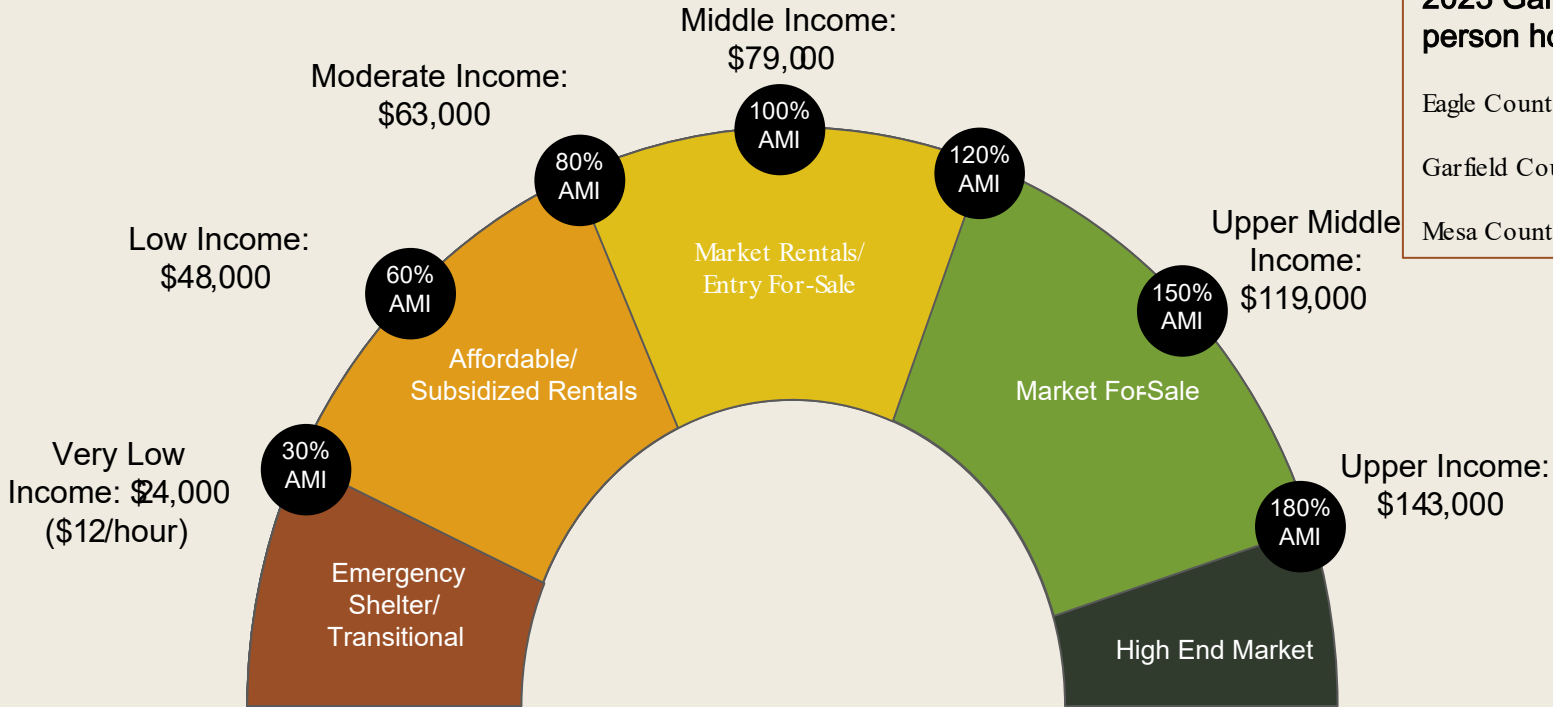
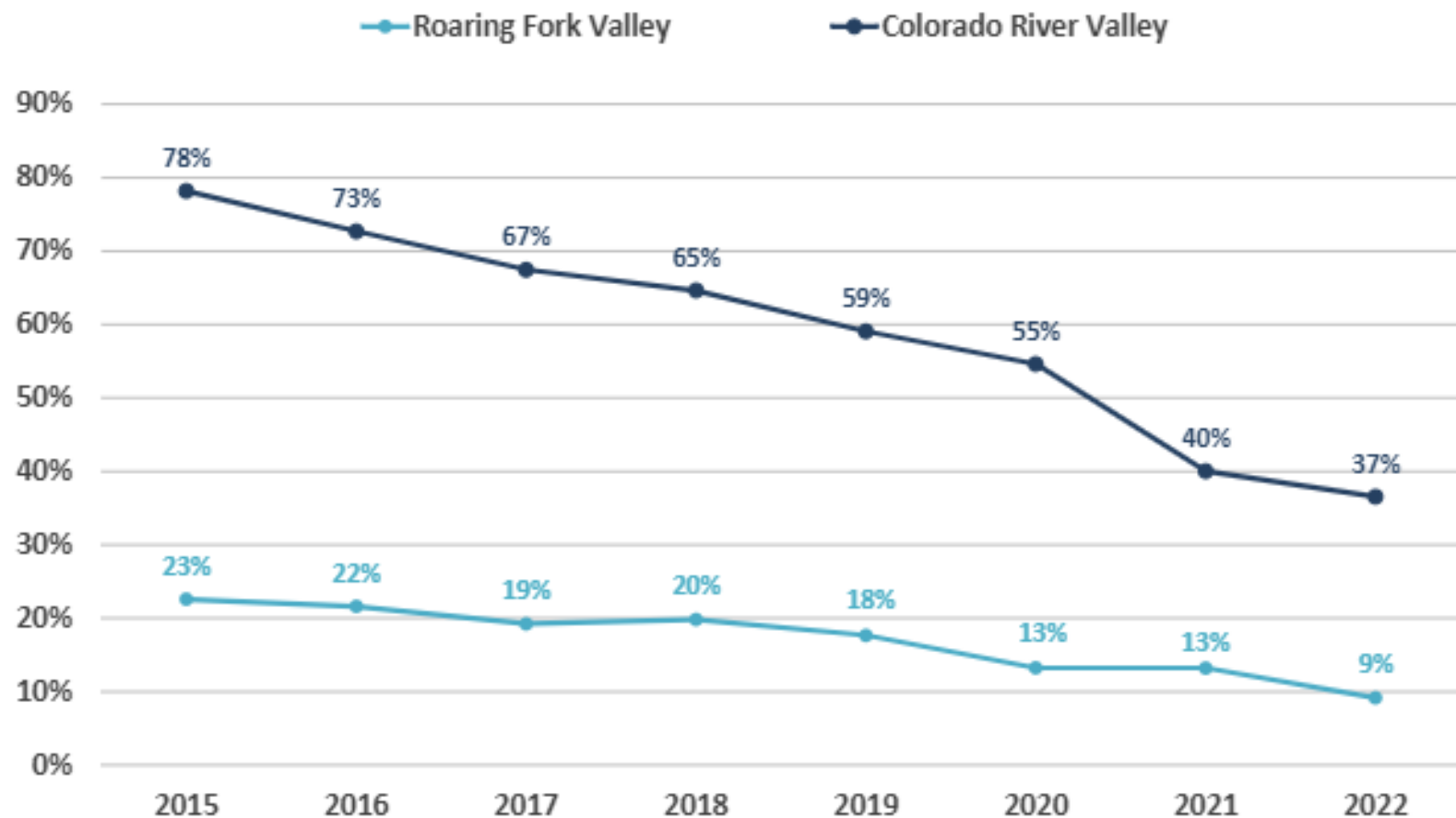
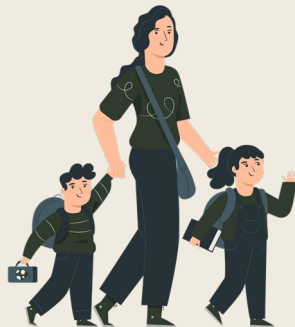


Figure 9. Percentage of Home Sales Affordable to a Household at Median Wage



Affordable Home Price Points



100% AMI \$89,300-
\$109,200

Garfield

County

Median price:
\$885k

\$282,600



200% AMI \$198,400-
\$205,800

\$508,600



300% AMI \$297,600-
\$308,700

\$847,700

Pitkin

County

Median price:
\$3M

\$325,600

\$651,200

\$976,800

Home values in Carbondale, CO

Carbondale is a city in Colorado and consists of 30 zip codes. There are 125 homes for sale, ranging from \$239K to \$34.5M.

\$2.7M

Median listing
home price

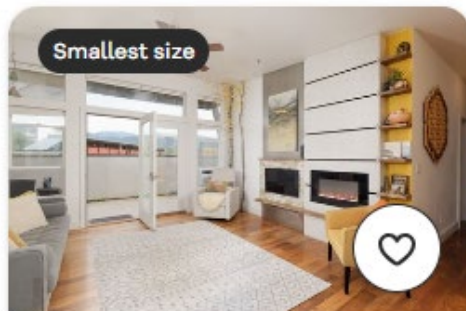
\$797

Median listing home
price/Sq ft

\$1.7M

Median sold home
price

Real estate highlights in Carbondale, CO



Smallest size

\$720,000

2 bed 2 bath 980 sqft

2563 Dolores Way
Carbondale, CO, 81623



Largest size

\$6,995,000

5 bed 6.5 bath 7,192 sqft

800 Schooner Ln
Carbondale, CO, 81623



Most

\$23

0.25

208 G
Carb

Carbondale



Home values in Glenwood Springs, CO

Glenwood Springs is a city in Colorado. There are 70 homes for sale, ranging from \$165K to \$11M.

\$899K

Median listing
home price

\$462

Median listing home
price/Sq ft

\$900.3K

Median sold home
price

Real estate highlights in Glenwood Springs, CO



\$165,000

1 bed 1 bath 330 sqft

Tbd County Road 115
Glenwood Springs, CO, 81601



\$1,645,000

7 bed 6 bath 4,601 sqft

773 County Road 117
Glenwood Springs, CO, 81601



\$165,000

1 bed

Tbd Co
Glenw

Glenwood Springs



Home values in Garfield County, CO ⓘ

Garfield County is a county in Colorado and consists of 12 cities. There are 410 homes for sale, ranging from \$69.9K to \$15.9M.

\$885K

Median listing
home price

\$429

Median listing home
price/Sq ft

\$601.9K

Median sold home
price

Real estate highlights in Garfield County, CO



\$165,000

1 bed 1 bath 330 sqft

Tbd County Road 115
Glenwood Springs, CO, 81601



\$1,995,000

9 bed 8.5 bath 8,314 sqft

4730 County Road 335
New Castle, CO, 81647



\$69

7,841

144 W
Parac

Garfield County



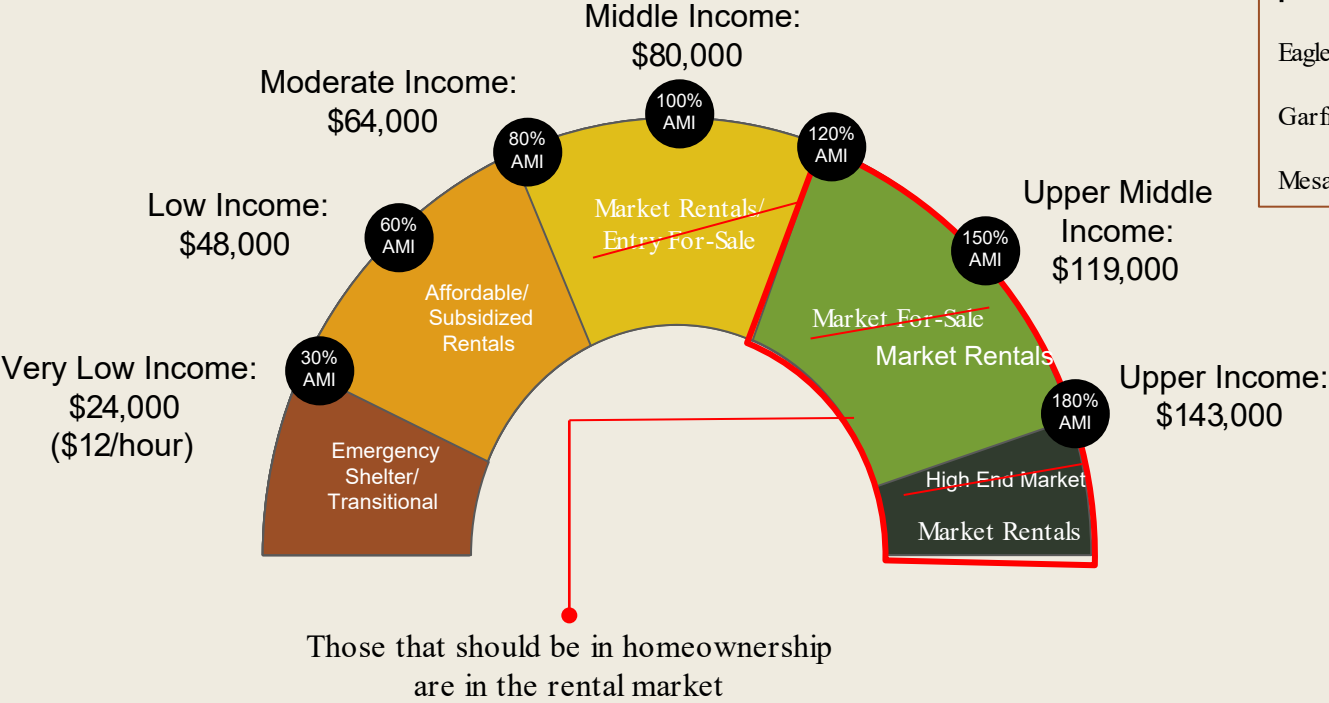
Housing Continuum

These incomes are based on
2023 Garfield County 2 -
person households.

Eagle County 100%AMI: \$95,000

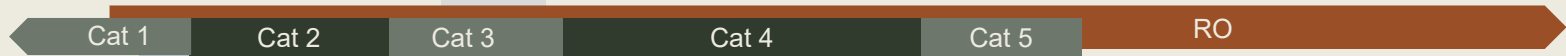
Garfield County 100%AMI: \$80,000

Mesa County 100%AMI: \$70,000

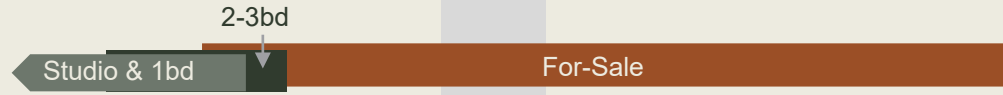




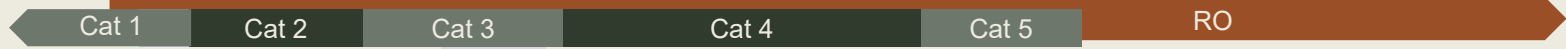
Aspen



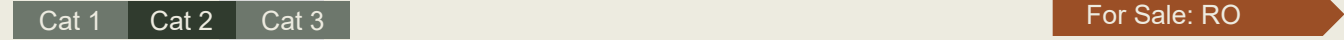
TOSV



Pitkin Co.



Basalt



Eagle Co.



Carbondale



Glenwood
Springs



Strategy Summary:

The 4 Cs of Affordable Housing



Construct: Conserve & Convert Change Codes Collect Cash:

Buy and Build
New Development

Use of
Existing Homes

Code & Policy
Changes

Funding
Strategies

WMRHC: Development Neutral Pilot Programs

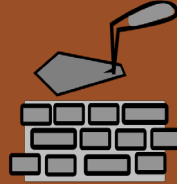
Renters



Rental Funds Support

First and last month's rent
(grant or loan) to support an
individual/family in securing a
new rental

Homeowners



ADU Incentive Program

Support for adding additional
workforce housing to an
existing property

Home Buyers



Deed
Restriction
Program

Introducing: **Good Deeds**



Bridging the gap between what is available on the market and what is affordable to a working local.

Program Goals:

1) Increase the supply of affordable housing in region

- Convert free market homes into affordable homes by buying a permanent deed restriction

1) Help local workers into home ownership

- Offer 30% of purchase price at closing so home buyer gets home at 70% of asking price

Introducing: **Good Deeds**



Who qualifies?

Local workforce! Anyone working full time for an employer in Garfield, Eagle or Pitkin Counties.

What are the requirements?

- Primary residence, no rentals
- Maintain full-time work for local employer, re-qualify annually
 - can retire after 10 years of local work and retirement age
- Own no other residential property
- Limited to, but guaranteed, 3% simple interest annually
 - Capital improvements accepted

Introducing: **Good Deeds**



Home Details:

A qualified buyer locates a for sale, free market home in either Garfield, Eagle or Pitkin County that has a maximum purchase price as follows:

Pitkin (upvalley of and including Basalt): \$1,500,000

Garfield (upvalley of and including Glenwood): \$1,200,000

Garfield (remainder): \$800,000

Eagle: Will match our guidelines

WMRHC's Contribution:

30% of the contracted purchase price in exchange for a price-capped deed restriction on the property.

FAQ's



Is there an income cap? No.

Our primary goal is to increase the inventory of deed restricted housing.

Secondary goal is to support mid to high earners in owning a home and exiting the rental market. Data shows that almost no one working locally can afford a home locally, and the price-cap on the deed is a deterrent for those who can.

How were price caps and %'s calculated?

Ideally workers would live close to where they work. The upvalley market must be subsidized more to make this possible.

Why fund this when there is not a guaranteed ROI back to organizations?

Your organization (and your employee) needs a community, not just a house. Not all employers can provide housing and our existing housing programs can't provide enough for the whole community. Linking housing directly to an employer creates an inflexible and stuck workforce. WMRHC is focused on a resilient regional workforce.

\$\$ Funding Strategies \$\$

Local Governments are taking the lead —----- Goal = \$3 million

- Pitkin County - \$2 million
- Carbondale - \$100K
- Snowmass - \$250K
- Aspen - \$450K

Philanthropic Match —----- Goal = \$3 million

Employee Investment Trust —----- Goal = TBD

\$3 million = 7 - 15 homes

\$6 million = 15 - 30 homes

How much does it cost to build 30 homes right now?

How long would that take?



Questions?

April Long - april@wmrhousing.org



WEST MOUNTAIN REGIONAL HOUSING COALITION

Good Deeds

Regional Deed Restriction Purchase Program

Program Guidelines

The West Mountain Regional Housing Coalition's (WMRHC) deed restriction purchase program, Good Deeds, provides a mechanism to convert free-market housing into deed-restricted housing, safeguarding affordable housing for working locals in perpetuity. The program essentially bridges the gap for a qualified buyer between what is available on the market and what is affordable by contributing funds at closing towards the purchase of a deed restriction on the property.

The primary goal of the program is to increase the inventory of affordable housing for home ownership without building new units. By working within the open-market, the Program will make existing housing attainable by subsidizing the sale, adding and deed restriction, thus removing it from the free-market and creating a sub-market for local workforce to afford home ownership. This will increase home ownership opportunities, community and workforce stability, long-term housing stability, and decrease pressure on rentals currently occupied by those that could afford and desire home ownership. Because eligibility for this program does not specify type of work, employer, or employment location (other than within the boundaries of the WMRHC region) it will increase mobility and resiliency of local workforce and offers opportunity for those that have worked in the area for many years to maintain home ownership through retirement.

The Good Deeds Program will be administered by the West Mountain Regional Housing Coalition pursuant to the guidelines set forth below.

Purpose of Program	This program is intended to provide a mechanism for the WMRHC to make a payment towards the purchase price of a residential property in exchange for the recording of a price-capped deed restriction on the property in perpetuity. The payment will be applied at closing to reduce the principal on the first mortgage loan.
Service Area	Available for use on properties located anywhere in Pitkin and Garfield Counties. Those located in West Eagle County can

	participate in a similar program offered by Eagle County Housing Authority called Good Deeds.
Eligible Households	Applicants must show proof of employment within the WMRHC service area for an average of 1400 hours per year. Applicants must show at least 75% of these hours are worked for a business that has a physical location and principal place of business in Pitkin, West Eagle, or Garfield Counties. Those working more than 25% of time remotely for out-of-region employers are not eligible. Self-employed applicants must also show proof of a business license attached to a principal business location that is within the service area and that a majority of clients are located in the service area. After purchase, a household can remain eligible through retirement for those individuals that show proof of employment, as described above, for at least 10 years immediately prior to federal retirement age. After purchase, a household can remain eligible following a disability for those individuals that show proof of employment, as described above, for at least 4 years immediately prior to disability.
Eligible Properties	Single family homes, condominiums, townhomes, duplexes, modular homes, or manufactured homes on a permanent foundation taxed as real property within the jurisdictional boundaries of Pitkin County, Garfield County and western Eagle County that are not currently encumbered by a deed restriction, right of first refusal, occupancy requirement, Land Use Regulatory Agreement, or similar program.
Maximum Purchase Price of Property	\$1,500,00 in Pitkin County, including or up valley of Basalt (e.g. not in Redstone or Thomasville) \$1,200,000 in Garfield County, including and up valley of Glenwood Springs \$800,000 in remainder of Garfield County
Maximum Contribution Amount	The WMRHC will contribute 30% of the contracted purchase price to the purchase of a price-capped deed restriction on that property. The payment will be applied at closing to reduce the principal on the first mortgage loan.

Buyer Down Payment	A minimum down payment of 3% contributed by the Buyer towards the purchase price of the property is required. Buyers are permitted to access down payment assistance programs from other entities or sources.
Deed Restriction	In exchange for the payment set forth above, a price-capped deed restriction will be recorded against the property at the time of closing with the County Clerk and Recorder's office. The deed restriction shall govern the future use and transfer of the property to an Eligible Household in perpetuity.
Price Capped	Appreciation is 3% simple interest annually (not compounding).
Term	The deed restriction is perpetual and runs with the property and any/all future resale transactions. The property must remain the primary residence of any Buyer and Buyer agrees to recertify their eligibility as an Eligible Household no less than every other year. Those deemed ineligible will be required to sell.
Primary Residence	Buyer is required to use the property as a primary residence, as defined by overnight occupancy no less than 8 months out of the year. Short-term rentals are not allowed.
Other Real Estate	Buyer may not own any other residential real estate or residential property at the time of purchase or for the period the Buyer owns the deed restricted property, regardless of the location of the other property.
Recertification	Buyers must certify their eligibility as an Eligible Household no less than biannually.
Pre-qualification	Potential buyers must receive a pre-qualification letter from WMRHC prior to applying for funds. Pre-qualification requires proof as an eligible household. The pre-qualification letter will be considered valid for the calendar year. Pre-qualification letters can be used by buyers as indicators of WMRHC interest in purchasing a deed restriction at 30% of the contract price on an eligible home.
Application	Buyer shall find and locate an eligible property available for purchase, enter into contract on proposed property, and submit an application. Applications require a fully executed Contract to Buy and Sell Real Estate and are received on a first come, first served basis to be time and date stamped in order of completed

	applications. Applications will be approved at the discretion of the Program Administrator, subject to program guidelines and available funds. A complete application must include: a fully executed Contract to Buy and Sell Real Estate, proof of eligible household (see pre-qualification), proof of current employment at a business located in Pitkin, Garfield or Western Eagle County, photo ID, tax return, loan application, other income and asset documentation, pre-qualification letter from a lender, and/or other financial documents as listed on the application at time of applying.
Applicability	All aspects of the Program eligibility and approval are at the sole exclusive discretion of the WMRHC Board of Directors and subject to these Guidelines and availability of funds. These Guidelines may be amended from time to time to effectuate the intent and goals of the Program, and, except for the provisions of prior recorded Deed Restrictions or other documents, shall be binding upon Program participants. Applications may be denied based on the physical condition of the proposed property, concerns with the purchase agreement, or a determination that the deed restriction purchase is not in the best interest of the WMRHC.
Future Resale	Neither the Program Administrator or WMRHC shall facilitate the resale of any price-capped deed restricted units, but shall approve all future buyers for lottery consideration. No transactional brokerage sales fee will be due to WMRHC. Customary closing costs will be borne by each party. WMRHC reserves right of first refusal to purchase the property.
Program Administrator	The WMRHC or other as assigned by WMRHC.
More information	A more detailed document will be developed to support these guidelines. www.wmrhousing.org



These Guidelines are subject to change based on availability of funds, conditions of property and market conditions. WMRHC does not discriminate based on race, color, sex, religion, handicap, familial status, sexual orientation, gender identity, or national origin.

211 Midland Avenue, Suite 201 Basalt, CO 81621 970.948.4150 WMRHousing.org



City Council
STAFF REPORT
City of Glenwood Springs
April 18, 2024

Agenda Item:	Financial Advisory Board (FAB) Grant Allocation
Action Requested:	NA
Department:	City Administration
Presented By:	Steve Boyd
Strategic Goals:	Protect and Preserve our Quality of Life Generate Sustainable Economic Development
Background Info:	Grant applications are due this week, this will be an update of what was received and a chance for Council to give input on which grant categories to prioritize.
Issues:	Each year we receive and award grants from the Acquisition and Improvement and Tourism Funds. Council asked staff to create categories of applications and summarize how much has been allocated to each category in the past few years. We would also like to hear thoughts on how much money, if any, Council would like FAB to retain in the reserve at the time of the May recommendation to accommodate individual requests through the end of the year. Staff we distribute a list of 2024 applications and an initial list of categories to consider.
Fiscal Impact:	The 2024 budget has \$297,572 from A&I and \$78,256 from the Tourism Fund allocated for award.
Legal Review:	NA
Staff Recommendation:	NA

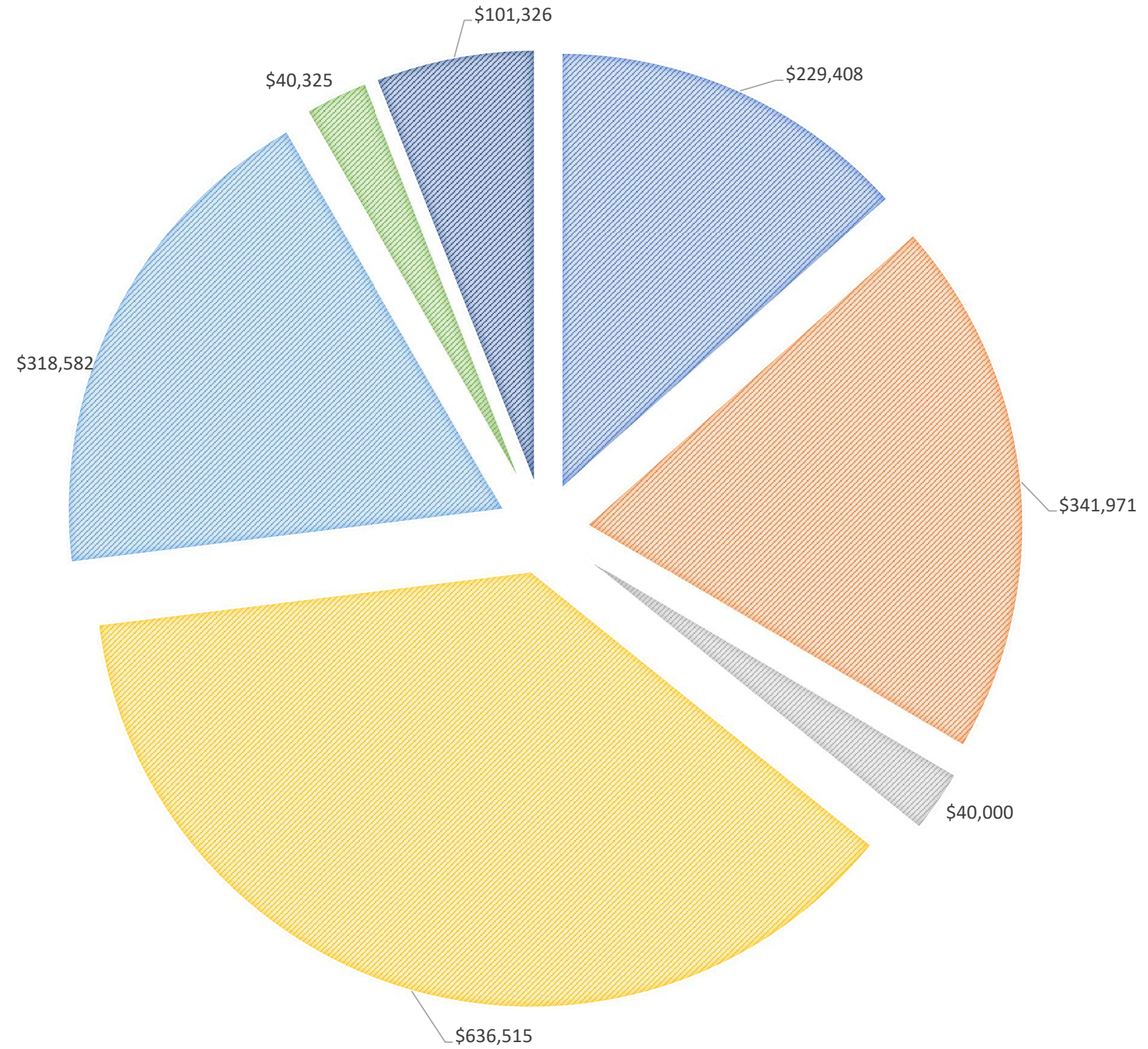
Categories	Organization Name	2015	2016	2017	2018	2019	2020	2021	2022	2023	Organization Total
Social Services	A Way Out, Inc	-	\$2,500	\$2,500	-	\$2,500	\$0	\$7,500	\$0	\$4,500	\$19,500
Youth Development	Access AfterSchool	-	-	-	\$2,000	\$0	-	\$7,500	\$10,000	\$10,000	\$29,500
Youth Development	After Prom Extravaganza	\$500	\$2,000	\$2,000	-	-	-	-	-	-	\$4,500
Social Services	Alpine Legal Services	\$5,000	\$5,000	\$5,000	\$5,000	\$5,000	\$5,000	-	-	-	\$30,000
Youth Development	Andy Zanca Youth Empowerment Program	-	-	-	-	\$0	\$0	\$3,000	\$3,000	\$3,600	\$9,600
Social Services	Angel of Hope Roaring Fork Valley	-	-	-	-	-	\$0	-	-	-	\$0
Arts	Aspen Choral Society	-	-	-	\$2,500	\$2,500	\$0	-	-	-	\$5,000
Science and Environment	Aspen Global Change Institute	-	-	-	-	\$0	-	-	-	-	\$0
Other	Aspen Public Radio	-	-	-	-	-	-	\$0	\$0	\$0	\$0
Science and Environment	Aspen Science Center	-	-	-	-	-	-	\$0	\$0	\$5,000	\$5,000
Youth Development	Best Buddies	-	-	-	\$0	-	-	-	-	-	\$0
Social Services	Bridging Bionics Foundation	-	-	-	-	-	-	\$0	\$0	\$0	\$0
Social Services	CASA of the Ninth	-	-	\$2,500	\$2,500	\$3,000	-	-	-	-	\$8,000
Social Services	Catholic Charities	\$13,000	\$11,782	\$12,000	\$10,000	\$12,500	\$12,500	\$30,000	\$0	\$10,000	\$111,782
Social Services	Center for Independence, Inc.	-	-	-	-	-	\$0	-	-	-	\$0
Social Services	Challenge Aspen	-	-	-	-	-	\$0	-	-	-	\$0
Community Event	City of Glenwood Springs Farmers Market	\$0	\$0	\$15,500	-	-	-	-	-	-	\$15,500
Community Event	City of Glenwood Springs Grand Avenue Block Party	-	-	\$25,000	-	-	-	-	-	-	\$25,000
Youth Development	College Outreach	-	-	-	-	-	-	\$0	\$0	\$3,000	\$3,000
Social Services	Colorado Animal Rescue	-	-	-	-	-	-	\$0	\$4,000	\$2,000	\$6,000
Youth Sports	Colorado High School Cycling League	-	-	-	-	-	-	\$0	\$10,000	\$10,000	\$20,000
Youth Development	Computers for Kids (DBA Youth Entity)	\$0	\$0	\$0	-	-	-	-	-	-	\$0
Other	Coventure	-	-	-	-	-	\$10,000	-	-	-	\$10,000
Arts	Dance Initiative	-	-	-	\$2,500	\$3,000	\$0	\$6,300	\$6,000	\$6,500	\$24,300
Community Event	Downtown Development Authority	\$15,000	\$3,250	\$24,996	-	-	-	\$0	\$0	\$3,615	\$46,861
Community Event	Downtown Farmers Market	-	\$8,500	\$10,000	\$9,000	\$0	\$0	-	-	-	\$27,500
Youth Development	Early Childhood Network	\$0	\$0	\$3,000	-	-	-	\$0	\$0	\$5,000	\$8,000
Social Services	Family Visitor Programs	-	-	-	\$5,000	\$5,000	\$2,500	-	-	-	\$12,500
Social Services	Feed My Sheep	\$0	\$0	\$0	-	-	-	-	-	\$0	\$0
Social Services	Garfield County Public Health	-	-	-	-	-	-	\$0	\$0	\$0	\$0
Community Event	Glen-a-palooza	\$0	\$0	\$8,110	-	-	-	-	-	-	\$8,110
Other	Glenwood Railroad Museum	\$0	\$0	\$4,250	-	-	-	-	-	-	\$4,250
Arts	Glenwood Springs Arts Council	\$0	\$0	\$0	\$4,525	-	-	\$0	\$0	\$1,500	\$6,025
Community Event	Glenwood Springs Chamber Foundation	-	-	-	-	-	\$100,000	-	-	\$5,000	\$105,000
Science and Environment	Glenwood Springs Citizens' Alliance	-	-	-	-	-	-	-	\$6,000	\$5,000	\$11,000
Other	Glenwood Springs Golf Club	\$0	\$0	\$0	-	-	-	-	-	-	\$0
Youth Development	Glenwood Springs High School Mock Trial Program	\$3,000	\$0	\$2,000	\$2,500	-	-	-	-	-	\$7,500
Arts	Glenwood Springs Performing Arts	-	-	-	-	\$0	-	-	-	-	\$0
Youth Sports	Glenwood Springs Soccer Club	\$6,000	\$8,063	\$6,000	\$6,000	-	-	-	-	-	\$26,063
Youth Sports	Glenwood Springs Youth Hockey Association	\$6,000	\$15,820	\$13,000	\$12,000	\$12,500	\$0	\$15,000	\$15,000	\$10,000	\$99,320
Social Services	Great Expectations	-	-	-	-	-	-	\$0	\$0	\$8,780	\$8,780
Social Services	High Country RSVP Volunteers	\$0	\$0	\$1,500	\$1,500	\$2,000	\$0	\$0	\$3,000	\$4,500	\$12,500
Other	Historic Preservation Commission	\$0	\$0	\$0	-	-	-	-	-	-	\$0
Other	Historical Society and Frontier Museum	-	-	-	\$20,000	\$3,154	-	-	-	-	\$23,154
Social Services	HomeCare & Hospice of the Valley	\$1,000	\$0	\$1,500	\$3,000	\$3,750	\$3,750	\$5,000	\$5,000	\$7,500	\$30,500
Other	Imagine Glenwood (Take a Minute)	-	-	-	-	\$2,422	-	-	-	-	\$2,422
Youth Development	Junior Achievement of the Roaring Fork Valley	-	-	-	-	-	\$0	\$4,000	\$0	\$5,000	\$9,000
Other	KDNK Community Radio	\$0	\$0	\$0	\$0	\$0	\$0	-	-	-	\$0
Social Services	Lift Up	\$6,500	\$7,000	\$7,000	\$7,000	-	-	\$0	\$25,000	\$25,000	\$77,500
Social Services	Literacy Outreach	\$2,000	\$0	\$2,000	-	\$3,000	\$0	\$3,000	\$0	\$4,000	\$14,000
Social Services	Methodist Church	-	-	-	\$0	-	-	-	-	-	\$0
Science and Environment	Middle Colorado Watershed Council	-	-	-	-	\$2,500	\$0	\$5,000	\$7,500	\$7,500	\$22,500

Social Services	Mission of Mercy	-	-	-	-	\$10,000	-	-	-	-	\$10,000
Other	Mount Sopris Historical Society	-	-	-	\$1,000	-	-	-	-	-	\$1,000
Social Services	Mountain Family Health Centers	\$0	\$0	\$6,360	\$10,000	\$10,000	-	\$0	\$0	\$15,000	\$41,360
Social Services	Mountain Valley Developmental Services, Inc.	\$5,000	\$1,500	\$7,500	\$8,000	\$10,000	\$5,000	\$10,000	\$0	\$15,000	\$62,000
Social Services	One Moment	-	-	-	\$0	-	-	-	-	-	\$0
Social Services	Pathfinders	-	-	-	-	\$2,500	-	-	-	-	\$2,500
Youth Development	Raising A Reader Aspen to Parachute	\$2,000	\$2,000	\$1,000	\$2,000	-	\$0	\$5,000	\$5,000	\$5,000	\$22,000
Other	River Bridge Regional Center	-	-	-	-	-	\$5,000	\$10,000	\$15,000	\$15,000	\$45,000
Other	Roaring Fork Center for Community Leadership	\$0	\$5,000	\$2,500	\$4,000	\$0	-	-	-	-	\$11,500
Social Services	Roaring Fork Family Resource Center	\$5,000	\$3,843	\$3,000	\$3,750	-	-	-	-	-	\$15,593
Youth Sports	Roaring Fork Kayak Club	-	-	-	-	-	-	\$0	\$10,000	\$10,000	\$20,000
Social Services	Roaring Fork Outdoor Volunteers	-	-	-	-	-	-	\$0	\$0	\$7,500	\$7,500
Youth Development	Roaring Fork School District. GWS High School	-	-	-	-	-	-	\$0	\$0	\$2,000	\$2,000
Social Services	Rotary Club of Glenwood Springs	\$0	\$0	\$5,000	-	\$0	-	-	-	-	\$5,000
Social Services	Salvation Army Glenwood Springs Service Center	\$10,000	\$0	\$8,000	\$9,000	-	-	\$0	\$0	\$10,000	\$37,000
Social Services	Smiling Goat Ranch Inc	\$0	\$0	\$5,000	\$4,000	\$5,000	\$0	\$10,000	\$10,000	\$10,000	\$44,000
Other	Social Bridge	-	-	-	\$4,000	\$0	-	-	-	-	\$4,000
Arts	SoL Theatre Company	-	-	-	-	-	-	\$0	\$0	\$2,500	\$2,500
Youth Sports	Sopris Barracuda Swim Team	\$7,600	\$9,500	\$10,925	\$7,500	\$7,500	\$0	\$11,000	\$0	\$10,000	\$64,025
Community Event	Summer of Music	\$15,000	\$5,000	\$20,000	-	\$20,000	\$0	\$4,000	\$25,000	\$25,000	\$114,000
Youth Development	Summit54	-	-	-	-	-	\$4,200	\$10,000	\$10,000	\$10,000	\$34,200
Science and Environment	Sweetwater Lake (Eagle Valley Land Trust)	-	-	-	-	-	\$0	-	-	-	\$0
Arts	Symphony in the Valley	-	-	-	-	-	\$0	\$0	\$0	\$2,500	\$2,500
Youth Development	The Buddy Program (TBP)	-	-	-	-	-	-	\$0	\$5,000	\$7,500	\$12,500
Social Services	The Meeting Place	-	-	-	-	-	-	\$0	-	\$2,000	\$2,000
Arts	Thunder River Theatre Company	-	-	-	-	-	-	\$0	\$0	\$0	\$0
Youth Development	True Media Foundation	\$0	\$0	\$3,000	-	-	-	-	-	-	\$3,000
Social Services	Valley Settlement	-	-	-	\$2,500	\$1,000	-	\$0	\$0	\$5,000	\$8,500
Social Services	VOICES	-	-	-	-	-	\$0	\$0	\$2,000	\$3,000	\$5,000
Science and Environment	West Elk Trails, Inc.	-	-	-	-	-	-	\$0	\$0	\$1,500	\$1,500
Social Services	West Mountain Regional Health Alliance	-	-	-	-	-	-	\$0	\$20,000	\$25,000	\$45,000
Social Services	Western Slope Veterans Coalition	-	-	-	-	\$5,000	-	\$5,000	\$0	\$5,000	\$15,000
Social Services	WindWalkers Equine	-	-	-	-	-	-	\$0	\$0	\$5,000	\$5,000
Youth Development	Yampah Mountain High School	-	-	-	-	\$5,000	-	-	-	-	\$5,000
Youth Development	Youth Water Leadership Program	-	-	-	\$1,000	\$2,000	\$0	-	-	-	\$3,000
Youth Development	YouthZone	\$12,000	\$16,782	\$17,000	\$17,000	\$43,000	\$0	\$20,000	\$20,000	\$20,000	\$165,782
Total Award		\$114,600	\$107,540	\$237,141	\$168,775	\$183,826	\$147,950	\$171,300	\$216,500	\$360,495	\$1,708,127

Youth Sports	\$19,600	\$33,383	\$29,925	\$25,500	\$20,000	\$0	\$26,000	\$35,000	\$40,000	\$229,408
Community Event	\$30,000	\$16,750	\$103,606	\$9,000	\$20,000	\$100,000	\$4,000	\$25,000	\$33,615	\$341,971
Science and Environment	\$0	\$0	\$0	\$0	\$2,500	\$0	\$5,000	\$13,500	\$19,000	\$40,000
Social Services	\$47,500	\$31,625	\$68,860	\$71,250	\$80,250	\$28,750	\$70,500	\$69,000	\$168,780	\$636,515
Youth Development	\$17,500	\$20,782	\$28,000	\$24,500	\$50,000	\$4,200	\$49,500	\$53,000	\$71,100	\$318,582
Arts	\$0	\$0	\$0	\$9,525	\$5,500	\$0	\$6,300	\$6,000	\$13,000	\$40,325
Other	\$0	\$5,000	\$6,750	\$29,000	\$5,576	\$15,000	\$10,000	\$15,000	\$15,000	\$101,326

FAB GRANTS 2015-2023

■ Youth Sports ■ Community Event ■ Science and Environment ■ Social Services ■ Youth Development ■ Arts ■ Other





City Council
STAFF REPORT
City of Glenwood Springs
April 18, 2024

Agenda Item: April 4, 2024 Minutes

Action Requested: April 4, 2024 City Council Minutes

Department: City Clerk

Presented By:

Strategic Goals:

Background Info:

Issues:

Fiscal Impact:

Legal Review:

Staff Recommendation:



MINUTES
CITY OF GLENWOOD SPRINGS
CITY COUNCIL MEETING
APRIL 4, 2024
6:15 PM

Note: Official meeting minutes are located on the City website via YouTube video at the following link: <https://www.youtube.com/user/GlenwoodSprings1885/videos>. The times in agenda items indicate approximately where the item can be found on the YouTube video timeline.

REGULAR SESSION

Item 6. 1:40 Roll Call

Present: Mayor Wussow, Councilor Godes, Councilor Weimer, Councilor Kaup, Councilor Schacter, Councilor Zalinski. Also present were; City Manager Steve Boyd; Police Chief Joseph Deras; City Clerk Ryan Muse; Assistant City Engineer Ashley Dostal; City Attorney Karl Hanlon; Finance Director Yvette Gustad; Public Works Director Matt Langhorst; Executive Assistant Sara Weigel.

Item 7. 1:53 Agenda changes and conflicts

None.

Item 8. 2:05 Citizens Appearing Before Council (for items not on the agenda-comments limited to 3 minutes)

None.

Item 8. 2:10 Council Announcements and Reaction to Public Comments

None.

Item 10. 14:35 Consent Agenda

2:30 Councilor Kaup moved to approve the consent agenda. Councilor Zalinski seconded the motion.

The motion passed unanimously.

Item 11. 14:46 Proclamation: Gary Tillotson

City Manager Steve Boyd introduced Fire Chief Gary Tillotson and Mayor Wussow read and presented him with a City Proclamation.

Item 12. 11:08 Update on the 27th Street Underpass

Ben Ludlow, Project Manager for RFTA gave an update.

Item 13. 16:019 South Bridge Update

Ashley Dostal, Assistant City Engineer, presented. Public Works Director, Matt Langhorst, also provided information.

Mayor Wussow, Councilors Godes and Kaup, made comments.

Item 14. 29:03 Habitat for Humanity Memorandum of Understanding

City Attorney Karl Hanlon presented.

31:33 Councilor Schacter moved to approve the amendment of the Habitat MOU as outlined by the City Attorney.

The motion passed 5-1 with Councilor Godes voting against.

32:26 Council Kaup moved to approve the revised special warranty deed to include the three-year action period concerning the parcel on 8th and Midland and authorizing the mayor to execute the deed. Councilor Schacter seconded the motion.

The motion passed 5-1 with Councilor Godes voting against.

Item 15. 33:35 Resolution 2024-17 Mitchell Creek PSCO/XCEL Transmission Easements

City Attorney Karl Hanlon presented.

35:39 Councilor Kapu moved to adopt Resolution 2024-17 Mitchell Creek PSCO/XCEL Transmission Easements. Councilor Schacter seconded the motion. The motion passed unanimously.

Item 16. 46:46 Airport Lease and Concession Agreement

City Attorney Karl Hanlon and City Manager Steve Boyd presented.

Councilor Kaup made comments.

51:10 Councilor Schacter moved to approve the Airport Lease and Concession Agreement between the City and KGWS Airport Inc., with an effective date of May 1, 2024, utilizing the 2nd proposed revenue schedule including increases of 1%,5%,7.5% and 10%. Councilor Zalinski seconds the motion.

52:01 Mayor Wussow opened the floor to public comment.

Public comments were made.

52:31 Mayor Wussow opened the floor to public comment.

Councilors Kaup, Godes, and Zalinski made comments.

Greg Rippy, a member of KGWS Airport, Inc., made comments.

1:09:27 The motion passed 5-1 with Councilor Godes voting against.

Item 17. 1:10:10 Council Comments

Councilor Schacter made comments.

Councilor Kaup made comments.

Councilor Zalinski made comments.

Item 20. 1:16:21 Report from City Administration

City Attorney Karl Hanlon made comments.

Item 21. 1:17:35 Council Social Event Location

Councilor Zalinski announced the location of the evening's social event.

Item 19. 1:18:30 Adjournment

1:18:30 Councilor Kaup moved to adjourn. Councilor Zalinski seconded. The motion passed unanimously.



City Council
STAFF REPORT
City of Glenwood Springs
April 18, 2024

Agenda Item:	Award RFP 2024-04P Blake Avenue Phase 1 - 24th to 27th Street
Action Requested:	Council Approval to Award RFP 2024-04P Phase 1 of the Blake Avenue Project from 24th to 27th Street to Heyl Construction.
Department:	Engineering
Presented By:	Ryan Gordon, Matthew Langhorst
Strategic Goals:	Preserve and Improve Infrastructure Ensure Public Safety
Background Info:	City staff has been working with Kimley-Horn for the last year to redesign the Blake Avenue corridor from 13th Street through 27th Street, including improvements to 23rd Street, 24th Street and 26th Street. The entirety of the corridor is too large of a project for the city to take on financially in a single year, so staff has decided to start the project along the section of roadway that is in the poorest shape and needs the most underground work to be completed. Phase 1 of the project is Blake Avenue from 24th Street to 27th Street, including rebuilding 24th Street and 26th Street, adding storm sewer to the whole of the area, replacing the waterline in 26th and sewer services along all the streets in the phase. Bids came in between \$3 million and \$4.9 million, with the two low bids being within 10% of each other. Staff has a budget of \$3.5 million dollars for the project, including \$2.5 million from Street Tax and \$1 million from a DOLA grant for the underground work.
Issues:	None at this time.
Fiscal Impact:	The 2024 budget includes \$2.5 million out of Street Tax and a DOLA grant awarded for \$1 million to cover the costs of construction and management of this project.
Legal Review:	Legal has reviewed this project.
Staff Recommendation:	Staff is Recommending Council Award RFP 2024-04P Blake Ave Phase 1 - 24th to 27th Street to Heyl Construction for \$3,068,564.36 per bid.



City Council
STAFF REPORT
City of Glenwood Springs
April 18, 2024

Agenda Item:	Award RFP 2024-07P Devereux Bridge Resurfacing Project
Action Requested:	Council Approval of Award RFP 2024-07P Devereux Bridge Resurfacing Project to GA Western for \$622,733.00.
Department:	Public Works
Presented By:	Matthew Langhorst
Strategic Goals:	Preserve and Improve Infrastructure
Background Info:	The City of Glenwood Springs staff and SGM Engineering have been working on the plan to repair the Devereux bridge deck for approximately 2.5 years. The original plan was to fully replace the deck, but after testing and underside inspections it was decided to only repair the deck. This means removing bad sections of the deck, replacing rebar as needed, and then completing a polymer overlay of the entire deck to reseal the deck structure and create a new wearing surface. This new surface is anticipated to extend the life of the bridge by a minimum of 10 years. The city received three bids on the proposal ranging from \$622k to \$1.133 million. GA Western was the qualified low bidder at \$622,733, which is well within the \$750,000 budgeted this year for the project. A State of Colorado Off System Bridge Fund grant will be paying for half of the work, thus the city will meet its 50% match requirement at approximately \$311,000.
Issues:	None at this time.
Fiscal Impact:	This project was budgeted for and is under budget at this time.
Legal Review:	This process is driven by state and federal guidelines.
Staff Recommendation:	It is Staff's Recommendation that Council Approve Award RFP 2024-07P Devereux Bridge Resurfacing Project to GA Western for \$622,733.00.



**Request for Proposal 2024-07P
Devereux Bridge Resurfacing Project**

Buyer:
City of Glenwood Procurement Department
101 West 8th St / Glenwood Springs, CO 81601 / ryan.muse@cogs.us

BID SCHEDULE					
CONTRACT ITEM NO.	CONTRACT ITEM	UNIT	QTY	UNIT COST	EXTENDED COST
202-00240	Removal of Asphalt Mat (Planing)	SY	225	\$ 69.76	\$ 15696.00
202-00450	Removal of Portions of Present Structure (Class 1)	SY	150	\$ 50.00	\$ 7500.00
202-00453	Removal of Portions of Present Structure (Class 2)	SY	110	\$ 170.20	\$ 18722.00
202-00460	Removal of Portions of Present Structure (Class 3)	SY	10	\$ 170.20	\$ 1702.00
202-00998	Containment of Class 1 and Class 2 Removal Debris	LS	1	\$ 1150.00	\$ 1150.00
202-00999	Containment of Class 3 Removal Debris	SY	8	\$ 230.00	\$ 1840.00
240-00000	Wildlife Biologist	HOUR	8	\$ 264.50	\$ 2116.00
240-00010	Removal of Nests	HOUR	8	\$ 264.50	\$ 2116.00
240-00020	Netting	SY	30	\$ 99.60	\$ 2988.00
403-34721	Hot Mix Asphalt (Grading SX) (75) (PG 58-28)	TON	30	\$ 709.00	\$ 21270.00
518-03000	Sawing and Sealing Bridge Joint	LF	56	\$ 45.00	\$ 2520.00
519-03035	Place Thin Bonded Overlay (Polyester Concrete)	SY	800	\$ 172.50	\$ 138000.00
519-03055	Furnish Thin Bonded Overlay (Polyester Concrete)	CF	680 950	\$ 218.94	\$ 207993.00
601-03057	Concrete Class DR	CY	10	\$	\$
601-51005	Galvanic Anodes	EACH	600	\$ 19.00	\$ 11400.00
602-00000	Reinforcing Steel	LB	200	\$ 4.02	\$ 804.00
620-00020	Sanitary Facility	EACH	1	\$ 300.00	\$ 300.00
625-00000	Construction Surveying	L S	1	\$ 6942.00	\$ 6942.00
626-00000	Mobilization	L S	1	\$ 55200.00	\$ 55200.00
626-01102	Public Information Services (Tier I)	L S	1	\$ 2000.00	\$ 2000.00
627-00013	Pavement Marking Paint (High Build)	GAL	9	\$ 190.00	\$ 1710.00
630-00016	Traffic Control (Special) LS	L S	1	\$ 55764.00	\$ 55764.00
700-70010	F/A Minor Contract Revisions	F A	1	\$60,000	\$60,000
700-70380	F/A Erosion Control	F A	1	\$5,000	\$5,000
TOTAL BASE BID					\$ 622,733.00

4

3/28/24 ADDENDUM #4-REMOVE DR/ALL POLY

CNA SURETY

Bid Bond

Bond No.

CONTRACTOR:

(Name, legal status and address)
G.A. Western Construction Co
3354 C Road
Palisade CO 81526

SURETY: Western Surety Company: South Dakota Corporation

(Name, legal status and principal place
of business)

151 N. Franklin Street
17th Floor
Chicago, IL 60606

This document has important legal
consequences. Consultation with
an attorney is encouraged with
respect to its completion or
modification.

Any singular reference to
Contractor, Surety, Owner or
other party shall be considered
plural where applicable.

OWNER:

(Name, legal status and address)
City of Glenwood Springs
101 W 8th Street
Glenwood Springs CO 81601

BOND AMOUNT: 5% (Five Percent of Total Amount Bid)

PROJECT:

(Name, location or address, and Project number, if any)
2024-07P - Devereux Bridge Rehab

The Contractor and Surety are bound to the Owner in the amount set forth above, for the payment of which the Contractor and Surety bind themselves, their heirs, executors, administrators, successors and assigns, jointly and severally, as provided herein. The conditions of this Bond are such that if the Owner accepts the bid of the Contractor within the time specified in the bid documents, or within such time period as may be agreed to by the Owner and Contractor, and the Contractor either (1) enters into a contract with the Owner in accordance with the terms of such bid, and gives such bond or bonds as may be specified in the bidding or Contract Documents, with a surety admitted in the jurisdiction of the Project and otherwise acceptable to the Owner, for the faithful performance of such Contract and for the prompt payment of labor and material furnished in the prosecution thereof; or (2) pays to the Owner the difference, not to exceed the amount of this Bond, between the amount specified in said bid and such larger amount for which the Owner may in good faith contract with another party to perform the work covered by said bid, then this obligation shall be null and void, otherwise to remain in full force and effect. The Surety hereby waives any notice of an agreement between the Owner and Contractor to extend the time in which the Owner may accept the bid. Waiver of notice by the Surety shall not apply to any extension exceeding sixty (60) days in the aggregate beyond the time for acceptance of bids specified in the bid documents, and the Owner and Contractor shall obtain the Surety's consent for an extension beyond sixty (60) days.

If this Bond is issued in connection with a subcontractor's bid to a Contractor, the term Contractor in this Bond shall be deemed to be Subcontractor and the term Owner shall be deemed to be Contractor.

When this Bond has been furnished to comply with a statutory or other legal requirement in the location of the Project, any provision in this Bond conflicting with said statutory or legal requirement shall be deemed deleted herefrom and provisions conforming to such statutory or other legal requirement shall be deemed incorporated herein. When so furnished, the intent is that this Bond shall be construed as a statutory bond and not as a common law bond.

Signed and sealed this 5th day of April, 2024.

(Witness)

Geiger R. Kelly

(Witness)

[Signature]

G.A. Western Construction Co
(Principal) *Joseph Kelly*

(Seal)

(Title) President
Western Surety Company

(Surety)

Amy Allen
(Title) Amy Allen Attorney-in-fact

(Seal)

Printed in cooperation with the American Institute of Architects (AIA).

The language in this document conforms to the language used in AIA Document A310 - Bid Bond - 2010 Edition.

Western Surety Company

POWER OF ATTORNEY APPOINTING INDIVIDUAL ATTORNEY-IN-FACT

Know All Men By These Presents, That WESTERN SURETY COMPANY, a South Dakota corporation, is a duly organized and existing corporation having its principal office in the City of Sioux Falls, and State of South Dakota, and that it does by virtue of the signature and seal herein affixed hereby make, constitute and appoint

Kevin P Harrison, Darren Ray Delfondo, Vikki J Bell, Amy Allen, Kamryn Jennings, Individually

of Grand Junction, CO, its true and lawful Attorney(s)-in-Fact with full power and authority hereby conferred to sign, seal and execute for and on its behalf bonds, undertakings and other obligatory instruments of similar nature

- In Unlimited Amounts -

and to bind it thereby as fully and to the same extent as if such instruments were signed by a duly authorized officer of the corporation and all the acts of said Attorney, pursuant to the authority hereby given, are hereby ratified and confirmed.

This Power of Attorney is made and executed pursuant to and by authority of the Authorizing By-Laws and Resolutions printed at the bottom of this page, duly adopted, as indicated, by the shareholders of the corporation.

In Witness Whereof, WESTERN SURETY COMPANY has caused these presents to be signed by its Vice President and its corporate seal to be hereto affixed on this 26th day of December, 2023.



WESTERN SURETY COMPANY

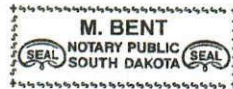
Larry Kasten, Vice President

State of South Dakota }
County of Minnehaha } ss

On this 26th day of December, 2023, before me personally came Larry Kasten, to me known, who, being by me duly sworn, did depose and say: that he resides in the City of Sioux Falls, State of South Dakota; that he is a Vice President of WESTERN SURETY COMPANY described in and which executed the above instrument; that he knows the seal of said corporation; that the seal affixed to the said instrument is such corporate seal; that it was so affixed pursuant to authority given by the Board of Directors of said corporation and that he signed his name thereto pursuant to like authority, and acknowledges same to be the act and deed of said corporation.

My commission expires

March 2, 2026



M. Bent, Notary Public

CERTIFICATE

I, L. Nelson, Assistant Secretary of WESTERN SURETY COMPANY do hereby certify that the Power of Attorney hereinabove set forth is still in force, and further certify that the By-Law and Resolutions of the corporation printed below this certificate are still in force. In testimony whereof I have hereunto subscribed my name and affixed the seal of the said corporation this 5th day of April, 2024.



WESTERN SURETY COMPANY

L. Nelson, Assistant Secretary

Authorizing By-Laws and Resolutions

ADOPTED BY THE SHAREHOLDERS OF WESTERN SURETY COMPANY

This Power of Attorney is made and executed pursuant to and by authority of the following By-Law duly adopted by the shareholders of the Company.

Section 7. All bonds, policies, undertakings, Powers of Attorney, or other obligations of the corporation shall be executed in the corporate name of the Company by the President, Secretary, and Assistant Secretary, Treasurer, or any Vice President, or by such other officers as the Board of Directors may authorize. The President, any Vice President, Secretary, any Assistant Secretary, or the Treasurer may appoint Attorneys in Fact or agents who shall have authority to issue bonds, policies, or undertakings in the name of the Company. The corporate seal is not necessary for the validity of any bonds, policies, undertakings, Powers of Attorney or other obligations of the corporation. The signature of any such officer and the corporate seal may be printed by facsimile.

This Power of Attorney is signed by Larry Kasten, Vice President, who has been authorized pursuant to the above Bylaw to execute power of attorneys on behalf of Western Surety Company.

This Power of Attorney may be signed by digital signature and sealed by a digital or otherwise electronic-formatted corporate seal under and by the authority of the following Resolution adopted by the Board of Directors of the Company by unanimous written consent dated the 27th day of April, 2022:

"RESOLVED: That it is in the best interest of the Company to periodically ratify and confirm any corporate documents signed by digital signatures and to ratify and confirm the use of a digital or otherwise electronic-formatted corporate seal, each to be considered the act and deed of the Company."

Go to www.cnasurety.com > Owner / Obligor Services > Validate Bond Coverage, if you want to verify bond authenticity.



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

4/5/2024

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an **ADDITIONAL INSURED**, the policy(ies) must have **ADDITIONAL INSURED** provisions or be endorsed. If **SUBROGATION IS WAIVED**, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Colorado West Insurance Services, Inc. 2782 Crossroads Blvd Grand Junction CO 81506	CONTACT NAME: Amy Allen PHONE (A/C, No, Ext): 970-244-9624 FAX (A/C, No): 970-245-6693 E-MAIL ADDRESS: amy@cwipro.com
INSURED G.A. Western Construction Co 3354 C Road Palisade CO 81526	INSURER(S) AFFORDING COVERAGE INSURER A: Charter Oak Fire Insurance Company INSURER B: Travelers Property Casualty Company of America INSURER C: Pinnacol Assurance INSURER D: The Travelers Indemnity Company of America INSURER E: INSURER F:

License#: 44812
GAWESTE-01**COVERAGES****CERTIFICATE NUMBER:** 2033778148**REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	☒ COMMERCIAL GENERAL LIABILITY ☐ CLAIMS-MADE ☒ OCCUR ☐ GENL AGGREGATE LIMIT APPLIES PER: ☐ POLICY ☒ PRO-JECT ☐ LOC ☐ OTHER:			4T-CO-3G628098-COF-23	9/30/2023	9/30/2024	EACH OCCURRENCE \$1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$300,000 MED EXP (Any one person) \$10,000 PERSONAL & ADV INJURY \$1,000,000 GENERAL AGGREGATE \$2,000,000 PRODUCTS - COMP/OP AGG \$2,000,000 \$
B	☒ AUTOMOBILE LIABILITY ☒ ANY AUTO ☐ OWNED AUTOS ONLY ☐ SCHEDULED AUTOS ☐ HIRED AUTOS ONLY ☐ NON-OWNED AUTOS ONLY			810-5N551894-23-2S-G	9/30/2023	9/30/2024	COMBINED SINGLE LIMIT (Ea accident) \$1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
B	☒ UMBRELLA LIAB ☒ OCCUR ☐ EXCESS LIAB ☐ CLAIMS-MADE ☐ DED ☐ RETENTION \$			CUP-9J428539-23-2S	9/30/2023	9/30/2024	EACH OCCURRENCE \$5,000,000 AGGREGATE \$5,000,000 \$
C	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N ☐	N/A	4054851	4/1/2024	4/1/2025	☒ PER STATUTE ☐ OTH-ER E.L. EACH ACCIDENT \$1,000,000 E.L. DISEASE - EA EMPLOYEE \$1,000,000 E.L. DISEASE - POLICY LIMIT \$1,000,000
D	Equipment Floater			QT-660-3G699386-TIA-23	9/30/2023	9/30/2024	Leased/Rented 130,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

Additional Insured with respect to General Liability (per attached CGD 316 0219), including Completed Operations (per attached CG D2 46 0419), with respect to Auto Liability (per attached CA T3 53 02 15), and with respect to Umbrella Liability.
Waiver of Subrogation with respect to General Liability (per attached CGD 316 0219), with respect to Auto Liability (per attached CA T3 53 02 15), with respect to Workers Compensation, and with respect to Umbrella Liability.
Primary/Non-Contributory with respect to General Liability (included) and with respect to Auto Liability (per attached CAT499 0216).

CERTIFICATE HOLDER**CANCELLATION**City of Glenwood Springs
101 W 8th Street
Glenwood Springs CO 81601

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

© 1988-2015 ACORD CORPORATION. All rights reserved.

COLORADO DEPARTMENT OF TRANSPORTATION
CONTRACTORS PERFORMANCE CAPABILITY STATEMENT

Project #
2024-07P

CODE 25560

1. List names of partnerships or joint ventures ☒ none

2. List decreases in the contractors fiscal or workmanship qualifications compared to the last prequalification statement submitted to CDOT. (Attach additional sheets if necessary.)

a. Key personnel changes ☒ none

b. Key equipment changes ☒ none

c. Fiscal capability changes (legal actions, etc.) ☒ none

d. Other changes that may effect the contractors ability to perform work. ☒ none

I DECLARE UNDER PENALTY OF PERJURY IN THE SECOND DEGREE, AND ANY OTHER APPLICABLE STATE OR FEDERAL LAWS, THAT THE STATEMENTS MADE ON THIS DOCUMENT ARE TRUE AND CORRECT TO THE BEST OF MY KNOWLEDGE

Contractor's firm or company name

G.A. WESTERN CONSTRUCTION COMPANY

2nd Contractor's firm or company name (if joint venture)

By

Title

PRESIDENT

By

Title

Date

04/05/2024

Date

**COLORADO DEPARTMENT OF TRANSPORTATION
ANTI-COLLUSION AFFIDAVIT**

PROJECT NO.

2024-07P CDOT PROJECT CODE 25560

LOCATION

DEVEREUX BRIDGE IN GLENWOOD SPRINGS, CO

I hereby attest that I am the person responsible within my firm for the final decision as to the price(s) and amount of this bid or, if not, that I have written authorization, enclosed herewith, from that person to make the statements set out below on his or her behalf and on behalf of my firm.

I further attest that:

1. The price(s) and amount of this bid have been arrived at independently, without consultation, communication or agreement for the purpose or with the effect of restricting competition with any other firm or person who is a bidder or potential prime bidder.
- 2A. Neither the price(s) nor the amount of this bid have been disclosed to any other firm or person who is a bidder or potential prime bidder on this project, and will not be so disclosed prior to bid opening.
- 2B. Neither the prices nor the amount of the bid of any other firm or person who is a bidder or potential prime bidder on this project have been disclosed to me or my firm.
- 3A. No attempt has been made to solicit, cause or induce any firm or person who is a bidder or potential prime bidder to refrain from bidding on this project, or to submit a bid higher than the bid of this firm, or any intentionally high or non-competitive bid or other form of complementary bid.
- 3B. No agreement has been promised or solicited for any other firm or person who is a bidder or potential prime bidder on this project to submit an intentionally high, noncompetitive or other form of complementary bid on this project.
4. The bid of my firm is made in good faith and not pursuant to any consultation, communication, agreement or discussion with, or inducement or solicitation by or from any firm or person to submit any intentionally high, noncompetitive or other form of complementary bid.
5. My firm has not offered or entered into a subcontract or agreement regarding the purchase or sale of materials or services from any firm or person, or offered, promised or paid cash or anything of value to any firm or person, whether in connection with this or any other project, in consideration for an agreement or promise by any firm or person to refrain from bidding or to submit any intentionally high, noncompetitive or other form of complementary bid or agreeing or promising to do so on this project.
6. My firm has not accepted or been promised any subcontract or agreement regarding the sale of materials or services to any firm or person, and has not been promised or paid cash or anything of value by any firm or person, whether in connection with this or any other project, in consideration for my firm's submitting any intentionally high, noncompetitive or other form of complementary bid, or agreeing or promising to do so, on this project.
7. I have made a diligent inquiry of all members, officers, employees, and agents of my firm with responsibilities relating to the preparation, approval or submission of my firm's bid on this project and have been advised by each of them that he or she has not participated in any communication, consultation, discussion, agreement, collusion, or other conduct inconsistent with any of the statements and representations made in this affidavit.
8. I understand and my firm understands that any misstatement in this affidavit is and shall be treated as a fraudulent concealment from the Colorado Department of Transportation, of the true facts relating to submission of bids for this contract.

I DECLARE UNDER PENALTY OF PERJURY IN THE SECOND DEGREE, AND ANY OTHER APPLICABLE STATE OR FEDERAL LAWS, THAT THE STATEMENTS MADE ON THIS DOCUMENT ARE TRUE AND COMPLETE TO THE BEST OF MY KNOWLEDGE.

Contractor's firm or company name

G.A. WESTERN CONSTRUCTION COMPANY

2nd contractor's firm or company name. (If joint venture.)

By

Title

Date

By

Title

Date

Sworn to before me this

day of,

20

Notary Public

My commission expires

NOTE: This document must be signed in ink.

COLORADO DEPARTMENT OF TRANSPORTATION
ASSIGNMENT OF ANTITRUST CLAIMS

PROJECT NO.

2024-071

25560

Contractor and Colorado Department of Transportation (CDOT) recognize that in actual economic practice antitrust violations ultimately impact on CDOT. Therefore, for good cause and as consideration for executing this contract and for receiving payments hereunder:

1. Contractor hereby irrevocably assigns to CDOT any and all claims it may now have or which may hereafter accrue to it under federal or state antitrust laws in connection with the particular project, goods or services purchased or acquired by CDOT pursuant to this contract.
2. Contractor hereby expressly agrees:
 - a. That, upon becoming aware that a third party has commenced a civil action asserting on Contractor's behalf an antitrust claim which has been assigned to CDOT hereunder, Contractor shall immediately advise in writing:
 - (1) Such third party that the antitrust claim has been assigned to CDOT, and
 - (2) CDOT that such civil action is pending and of the date on which, in accordance with subparagraph a. (1) above, Contractor notified such third party that the antitrust claim had been assigned to CDOT;
 - b. To take no action which will in any way diminish the value of the claims or rights assigned or dedicated to CDOT hereunder; and
 - c. Promptly to pay over to CDOT its proper share of any payment under an antitrust claim brought on Contractor's behalf by any third party and which claim has been assigned to CDOT hereunder.
3. Further, Contractor agrees that in the event it hires one or more subcontractors to perform any of its duties under the contract, Contractor shall require that each such subcontractor:
 - a. Irrevocably assign to CDOT (as a third party beneficiary) any and all claims that such subcontractor may have or which may thereafter accrue to the subcontractor under federal or state antitrust laws in connection with any goods or services provided by the subcontractor in carrying out the subcontractor's obligations to Contractor;
 - b. Upon becoming aware that a third party has commenced a civil action on the subcontractor's behalf asserting an antitrust claim which has been assigned to CDOT hereunder, shall immediately advise in writing:
 - (1) Such third party that the antitrust claim has been assigned to CDOT, and
 - (2) Contractor and CDOT that such civil action is pending and of the date on which, in accordance with subparagraph b. (1) above, the subcontractor notified such third party that the antitrust claim had been assigned to CDOT;
 - c. Take no action which will in any way diminish the value of the claims or rights assigned or dedicated to CDOT hereunder; and
 - d. Promptly pay over to CDOT its proper share of any payment under an antitrust claim brought on the subcontractor's behalf by any third party and which claim has been assigned or dedicated to CDOT pursuant hereto.

I, acting in my capacity as officer of a bidder (bidders if a joint venture) do agree to the above assignment of antitrust claims.

Contractor's firm or company name

G.A. WESTERN CONSTRUCTION COMPANY

By

Title

PRESIDENT

Date

04/05/2024

2nd contractor's firm or company name. (If joint venture.)

By

Title

Date

BIDDERS LIST

Project Name/Description	Project Number	Project Code/ SubAccount	Proposal Date
DEVEREUX BRIDGE REHABILITATION	2027-07P	25560	04/05/2024
Contractor G.A. WESTERN CONSTRUCTION COMPANY			Region 3

Subcontractors/Suppliers/Vendors: The bidder must list all firms seeking to participate on the contract. This information is used by the Colorado Department of Transportation (CDOT) to determine overall goals for the Disadvantaged Business Enterprise Program. Failure to submit this form may result in the proposal being rejected.

[illegible]

Name	Signature/Initials	Title	Date
JOSEPH L KELLY		PRESIDENT	4-5-24

1. *Materials and Supplies*
2. *Flagging and Traffic Control*
3. *Trucking and Hauling*
4. *Precast Concrete, Foundations, and Footings*
5. *Concrete Paving, Flatwork and Repair*
6. *Lighting and Electrical*
7. *Signs, Signal Installation, and Guardrail*
8. *Fencing*
9. *Buildings and Vertical Structures*
10. *Utility, Water and Sewer Lines*

11. Structural Steel and Steel Reinforcement
12. Riprap and Anchored Retaining Walls
13. Landscape and Erosion Control
14. Bridge and Bridge Deck Construction
15. Asphalt Paving
16. Road and Parking Lot Marking
17. Chip Seal, Crack Seal, Joint Seal and Crack Fill
18. Bridge Painting and Coating
19. Stairway and Ornamental Metal
20. Parking Lots and Commercial Sidewalks

21. *Cleaning, Demolition, Excavation and Earthwork*
22. *Engineering and Surveying Services*
23. *Public Relations and Involvement*
24. *Piles and Deep Foundations*
25. *Waste Management and Recycling*
26. *Site Clean Up*
27. *Mechanical and HVAC*
28. *Tunnel Construction*
29. *Profiling and Grinding*
30. *Environmental Health and Safety*

This form must be submitted by the proposal deadline. For CDOT projects, submit to cdot_hq_dbforms@state.co.us.

ANTICIPATED DBE PARTICIPATION PLAN

Bidder:	G.A. WESTERN CONSTRUCTION	Project Name:	DEVEREUX BRIDGE REHAB
Bidder Contact:	JOE KELLY	Subaccount #:	2024-07P
Bidder Phone:	970-434-6102	Bid Submission Date:	4/5/2024
Bidder Email:	JOE@GAWESTERN.COM	DBE Contract Goal:	0%
Preferred Contact Method:	EMAIL	Region:	3
DBE Commitments			
DBE Firm Name	Work to Be Performed	Commitment Amount	Eligible Participation
CC ENTERPRISES	TRAFFIC CONTROL	\$50,230.00	\$50,230.00
DOUBLE G TRUCKING LLC	TRUCKING	\$5,775.00	\$5,775.00
Total Eligible Participation			\$56,005.00
Total Bid Amount			\$622,733.00
Total Eligible Participation Percentage			8.99%
Bidder Signature			
COMMITMENTS LISTED ON THIS FORM SHALL BE BINDING ON THE BIDDER UPON CONTRACT AWARD. IF THE DBE GOAL IS ZERO, DBE COMMITMENTS ARE OPTIONAL AND THE BIDDER IS NOT REQUIRED TO LIST ANY DBE COMMITMENTS ON THIS FORM. This section must be signed by an individual with the authority to bind the Bidder. By signing this form, as an authorized representative of the Bidder, you declare under penalty of perjury in the second degree and any other applicable state or federal laws that the statements made in this document are true and complete to the best your knowledge. Further, you attest that you understand the following:			
CDOT shall not award a contract (or provide its concurrence to award a Local Agency Project) until it has been determined that commitments are sufficient to meet the DBE contract goal or else good faith efforts have been made to meet the goal despite falling short. Once your bid has been submitted, commitments may not be modified or terminated without the approval of CDOT. If selected as the lowest apparent bidder, you shall submit a Form 1415 for each commitment listed above. If you have not met the contract goal, you will also be required to submit documentation of all good faith efforts to meet the contract goal. It is your responsibility to ensure that the selected DBEs are certified for the work to be performed and that their eligible participation has been properly counted. Please review your project's DBE requirements for additional information and instructions on calculating eligible participation.			
JOSEPH L KELLY	PRESIDENT		4/5/2024
Name	Title	Signature	Date

COLORADO DEPARTMENT OF TRANSPORTATION
GOOD FAITH EFFORT REPORT (CDOT Form 1416)
Section A. Bidder/Prime Contractor and Project Information

1. Project (S/A) No. or PCN Number (5 digit #):	25560 2024-07P	2. FHWA Project #, Subaward Agreement # from COTRAMS (FTA projects), or PO # (for CM/GC-CM contracts):		3. Project Name:	DEVEREUX BRIDGE REHABILITATIO N
4. Name of Bidder/Prime Contractor:	G.A. WESTERN CONSTRUCTION	5. Bidder/Prime Contractor's Contact Name:	JOE KELLY	6. Bidder/Prime Contractor's Contact Title:	PRESIDENT
7. Bidder/Prime Contractor's Contact Phone #:	970-986-0193	8. Bidder/Prime Contractor's Contact Email Address:	JOE@GAWESTE RN.COM		

Section B. Bid/Proposal Information (to be completed ONLY if submitted at bid time)

9. Bid/Proposal Amount:	\$	10. Contract Goal Percentage	0 %	11. Contract Goal Dollar Value:	\$
-------------------------	----	------------------------------	-----	---------------------------------	----

Section C. Contract Summary to Date (not including this request) (to be completed after project is awarded)

12. Original Contract Amount:		13. Total Change Orders (to date):	\$	14. Total Other Adjustments (to date):	\$
15. Adjusted Contract Amount (applicable to the DBE goal):	\$	16. Contract DBE Goal (to date):	\$		%
17. Commitment (to date):	\$		%	18. Participation (to date):	\$
19. Applicable Small Business Goals (To be completed ONLY for FHWA-funded Design-Build contracts)		☐ DBE Design Goal ☐ DBE Construction Goal		Applicable Contract Year: (July 1, - June 30,)	

Section D. Efforts to Achieve DBE Participation. Complete the questions below and provide any supporting documentation which demonstrates the Bidder/Prime Contractor's good faith efforts. Attach additional page(s) as necessary.

20. Describe the overall plan or approach to meet the contract goal.
21. List the amount and the type of work the Bidder/Prime Contractor intends to self-perform on the contract.
22. List the amount and the type of work the Bidder/Prime Contractor intends to subcontract.
23. List the amount and type of work for all subcontracting opportunities for DBEs. Using the DBE Directory, include the number of DBEs that are certified in the specific NAICS codes for each contracting area.

GOOD FAITH EFFORT REPORT (CDOT Form 1416)

Section D. Efforts to Achieve DBE Participation (continued...) Describe the efforts to obtain DBE participation (i.e. how the Bidder/Contractor attempted to execute the plan or approach to meeting the contract goal). Cost alone shall not be a reason to reject a DBE and will be considered in the evaluation. Attach additional page(s) if necessary.

24. List the direct outreach conducted (state the name of the DBE solicited, date(s) and method of outreach - phone, email, or fax) (attach all supporting documentation for the direct outreach conducted).

25. List the indirect outreach conducted to contact DBEs such as events, publications, and/or communication with minority and other organizations. Include date(s), location, and audience of each event, and attach all supporting documentation for the indirect outreach conducted.

26. List other efforts made to assist DBEs in competing for or obtaining contracts (accepting quotes from DBEs that may be higher than other subcontractors, modifications to contract scopes, unbundling, mentoring, etc.).

27. List and describe any obstacles encountered in assisting or contracting with DBEs.

28. Include any other efforts made by the Contractor to obtain DBE participation.

29. If the eligible participation submitted on the Form 1414 was miscalculated, determined to be invalid, or otherwise did not meet the contract goal, provide the justification for such deficiencies and the remedies that were taken to avoid the issue in the future. If the Bidder has obtained any additional commitments since submission of the bid, attach the Form 1415(s) and the reason why such commitments were not obtained prior to the proposal due date. (To be completed ONLY if submitted at proposal time)

COLORADO DEPARTMENT OF TRANSPORTATION

GOOD FAITH EFFORT REPORT (CDOT Form 1416)

Section E. Affidavit of Good Faith Efforts

The Bidder/Contractor must show that it took all necessary and reasonable steps to achieve the DBE contract goal, which by their scope, intensity, and appropriateness to the objective could reasonably be expected to obtain sufficient DBE participation, even if not fully successful. 49 CFR Part 26, Appendix A sets forth examples and guidance for good faith efforts. The Bidder/Contractor is not limited to the examples provided in 49 CFR Part 26, Appendix A and may provide any documentation that demonstrates good faith efforts to obtain DBE participation on this contract.

If, at any time, CDOT has reason to believe that any person or firm has willfully and knowingly provided incorrect information or made false statements, CDOT may initiate suspension or debarment proceedings against the person or firm under 49 CFR Part 26, take enforcement action under 49 CFR Part 31, Program Fraud and Civil Remedies, and/or refer the matter to the Department of Justice or Office of the Inspector General for criminal prosecution under 18 U.S.C. 1001, which prohibits false statements in Federal programs.

By signing below, the Bidder/Contractor hereby affirms that it has made good faith efforts and has documented all such efforts on this form and through the attached supporting documentation.

30. Bidder/Prime Contractor Signature:		31. Date:	
--	--	-----------	--

Section F. Determination

32. Project Owner Representatives (CDOT or Subrecipient/Local Agency)

a. Title	b. First & Last Name	c. Signature	d. Date	e. Determination
Pre-Award ONLY CDOT Civil Rights Business Resource Center (CRBRC):				☐ Approve ☐ Reject
Post-Award ONLY CDOT Region Civil Rights Specialist (for post-award):				☐ Recommend for Approval ☐ Recommend for Rejection
Post-Award ONLY Project Engineer/Manager:				☐ Approve ☐ Reject

33. Comments:

--



City Council
STAFF REPORT
City of Glenwood Springs
April 18, 2024

Agenda Item:	Award RFP 2024-08P City Wide Storm Sewer System Survey
Action Requested:	Council Approval to Award RFP 2024-08P City Wide Storm Sewer System Survey to SGM Engineering.
Department:	Public Works
Presented By:	Matthew Langhorst
Strategic Goals:	Preserve and Improve Infrastructure
Background Info:	The City of Glenwood Springs Public Works Department is looking to collect data on all of its storm sewer systems that we maintain within city boundaries. This includes; US-6 storm sewers, Highway 82 storm sewers, I-70 storm sewers, storm along all city streets, within city retention basins, and in some case on private property. The range of private property collection will depend on the larger storm sewer system design and basin mapping project that will also be underway this year. Currently, our asset management software does not have storm sewer infrastructure integrated as assets, thus staff does not have an efficient or long term way to create work orders or track maintenance of these systems around town over the years. Twelve bids were submitted for this work and after some discussion with cost comparable companies outside the area, staff decided that the lowest bidder without travel time and per diem costs associated with their work would be SGM Engineering. The proximity of their office to the project area would be the most efficient use of city money and their hourly rates were among the lowest of the bidders. SGM Engineering's proposed pricing is \$88,280 for the scope of work within the request for proposal, and this price is within the \$100,000 budget set for the project in 2024.
Issues:	None at this time.
Fiscal Impact:	This project fits within the approved 2024 budget.
Legal Review:	None at this time.
Staff Recommendation:	Staff is Recommending Council Approval to Award RFP 2024-08P City Wide Storm Sewer System Survey to SGM Engineering.



Proposal

City Wide Storm Sewer System Survey

March 20, 2024



March 20, 2024

Ryan Muse, *Procurement Department*

City of Glenwood Springs

101 W. 8th St.

Glenwood Springs, CO 81601

Delivered via upload to: bidnetdirect.com

RE: REQUEST FOR PROPOSAL - 2024-08P – City Wide Storm Sewer System Survey

Dear Mr. Muse and Selection Committee:

We commend the City for its proactive choice in collecting and consolidating all existing storm sewer information to better inform future storm water and debris flow planning. SGM has a 30+ year history of providing survey support to the City. We believe we bring the best value to the project due to:

- **Established working relationships** with the City and familiarity with relevant datapoints.
- **Technical expertise** from our dynamic surveying team.
- **A proven track record of delivering similar Survey & GIS projects** for municipalities like Vail, Bayfield, Avon, and Fairplay.
- Capability and capacity to **manage the project within budget and on schedule.**

SGM acknowledges and accepts the City-issued Addendum #1 (the mp4 of the pre-proposal meeting), dated March 7th, 2024. SGM acknowledges and accepts the City-issued Addendum #2 and #3, dated March 13, 2024. SGM acknowledges and agrees to the conditions outlined in Section VIII of the RFP document.

SGM has and maintains insurance that supersedes the required insurance within the *RFP for Professional Services for Proposal – 2024-08P– City Wide Storm Sewer System Survey*. Upon award of the project, SGM will submit an updated Acord Certificate of Insurance, naming the City of Glenwood Springs as additionally insured.

We are enthusiastic about the opportunity to continue working with the City of Glenwood Springs by providing Survey and GIS mapping services to capture the existing City storm sewer system information. If you have any questions, please contact me at 970.384.9033 / shawnb@sgm-inc.com or Steve Kirk at 970.456.1486 / stevenk@sgm-inc.com.

We look forward to hearing from you soon to move this project forward. Thank you for your consideration.

Sincerely,

SGM



Shawn Binion, PLS
Principal-in-Charge



Steve Kirk
Project Manager, GIS Analyst



Firm Qualifications & Capabilities



SGM is a full-service civil engineering, consulting, and surveying firm founded in 1986 and headquartered in Glenwood Springs, Colorado, with additional offices in Gunnison, Grand Junction, Aspen, Durango, Meeker, and Salida. We currently have over 125 employees, including 49 Professional Engineers, **2 GIS specialists, and a survey staff of 26, 10 of which are licensed Professional Land Surveyors.**



SGM Proposed Fee and Hourly Rates

The following chart illustrates SGM's hourly rates for pertinent team members. With the proposed scope outlined in our proposal, SGM estimates 400 hours of 2-man crew time and 60 hours of office drafting time. In total our estimated project cost will be \$88,280. This figure represents our estimate, and final pricing will be subject to negotiation once the City selects a consultant and confirms the finalized scope of work.

SGM Project Specific City of Glenwood Springs City-Wide Storm Sewer System Survey Hourly Rates	
Position	Hourly Rate
CADD/GIS III (Office Drafting)	\$138
Field Survey (2-Man Crew)	\$200

Personnel / Project Team

SGM has assembled a team of highly experienced professionals to deliver this project successfully. *Biosketches for all team members are provided below. Resumes are provided in the Appendix for key personnel: Steven Kirk, Shawn Binion, and Nick Treankler.*

Project Manager



Steven Kirk

Professional Experience: 24 years / 11 years with SGM

Professional License: N/A

Contact: 970.245.2571 / stevenk@sgm-inc.com / **Location:** Grand Junction

Steve will serve as the **Project Manager**. He is a professional GIS Analyst with over 24 years of experience working primarily in the government and private sectors. Steve's specific GIS experience includes project management; GIS system design, integration, and implementation; database management; data acquisition/inventory, maintenance, and analysis; web map development; asset management using web applications; data conversion; map production and presentation; and GPS and GIS training. He works closely with clients to identify, design, implement, and manage GIS-based projects, systems, and applications. In 2020, Steve worked with the staff of the Town of Avon to create a GIS database and online mapping application for the town's lighting, irrigation, and stormwater assets.

Education
BS Geography,
GIS Emphasis,
Ft Lewis College,
2001





Principal-in-Charge



Shawn Binion, PLS

Professional Experience: 24 years / 6 years with SGM

Professional License: CO PLS 38200

Contact: 970.384.9033 / shawnb@sgm-inc.com / **Location:** Glenwood Springs

Shawn is a licensed, professional land surveyor with over 20 years of experience. Shawn will serve as the **Principal-in-Charge**, responsible for client satisfaction. Shawn's projects include all forms of land surveying: geodetic, cadastral, Improvement Survey Plats, ALTA/NSPS land title surveys, construction and GPS surveying, detailed mapping, detailed 3D surfaces, DTM's, coordinate systems, transformations, and projections. Shawn is also proficient in 3D scanning experience: detailed as-built surveys, structural monitoring, roadway and airport as-built applications.

Education

BS Recreation and Parks Administration, BA Minor, Illinois State University, 1994

Quality Assurance / Quality Control (QA/QC) Manager



Nick Treankler

Professional Experience: 9 years / 8 years with SGM

Professional License: FAA Certified sUAS Pilot #4062339 / GISP - GIS Professional #161731

Contact: 970.384.9048 / nicholast@sgm-inc.com / **Location:** Grand Junction

Nick will serve as the **QA/QC Manager**, ultimately responsible for ensuring overall quality control and client satisfaction for the project. As a professional GIS Specialist, Nick has almost ten years of experience working primarily in the government and private sectors. Nick's GIS responsibilities at SGM include project management, hardware/software management, database management, data acquisition, maintenance, and analysis, web map development, map production and presentation, and training using GPS and GIS. Similar to this proposed project, in 2022 Nick worked with the staff of the Town of Avon to create a GIS database and online mapping application for the town's lighting, irrigation, and stormwater assets. In 2023, Nick worked with Town of Bayfield Staff to survey the Town's storm water assets and assemble them in CAD and Mobile GIS applications.

Education

BS Geography, GIS Emphasis, University of Wisconsin La-Crosse, 2016

Survey Team



Eric Englehart, PLS

Professional Experience: 17 years / 11 years with SGM

Professional License: CO PLS 38752

Contact: 970.945.1004 / erice@sgm-inc.com / **Location:** Glenwood Springs

Eric is a **Professional Land Surveyor** (PLS). He brings over 17 years of experience to the project. Eric has extensive experience in a variety of survey work, including construction layout, topographic/existing conditions mapping, detailed as-built surveys, ALTA surveys, boundary surveys, and wetland surveys. Eric also has a comprehensive knowledge of coordinate systems and combining geodetic and conventional survey data together on a variety of projects.

Anthony Ducosin

Professional Experience: 5 years / 2 years with SGM

Professional License: N/A

Contact: 970.945.1004 / anthonyd@sgm-inc.com / **Location:** Glenwood Springs

Anthony is a land surveyor with over five years of experience. He will serve as the **Surveyor Technician**. Anthony's projects include all forms of land surveying: geodetic, cadastral, Improvement Survey Plats, ALTA/NSPS land title surveys, construction staking and GPS surveying, differential leveling, and detailed existing conditions surveys.



Education

University of Wisconsin-Eau Claire, Eau Claire, WI, 2018



References and Similar Projects

Bayfield Stormwater Mapping – Bayfield, CO

The Town of Bayfield contracted SGM to map a portion of their Storm Water System using survey-grade equipment. SGM worked with the Town to develop a field collection database schema, which allowed survey field crews to collect survey-grade positional data, and store relative attributes and photographs directly on each survey point. This drastically improved efficiency and removed the age-old process of translating text in a CAD drawing to attributes in GIS.

SGM was also tasked with updating an existing Drainage Master Plan and ArcGIS Online Mapping using the data collected by SGM.

Client Name:

Town of Bayfield

Address:

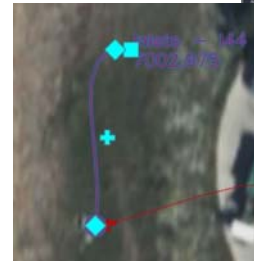
905 Community Lane, Bayfield, CO 81122

Reference:

Jeremy Schulz, *Director of Public Works* /
970.769.3499 / jschulz@bayfieldgov.org

Project Dates:

2023 – Present



Culvert Point	
Hyperlink	
Notes	
Reference documents	(5)
PROPERTY INFO	
Address	223349N
ComPhoto	CIDAN
Date_Cls	7/6/2023
Depth	2.95
Description	223349N.68
Easting	7002.97
FeatureID	44
GlobalID	4945.95
GlobalLoc	77.22
GlobalLong	-107.59
H_Pnc_Cls	04
IntType	Open
IntName	10/Changes/2021-200 TownofBayfield...
IntVal	7000.02
IntVal_1	1
IntVal_2	89N
IntVal_3	PAC
IntVal_4	2.95
IntVal_5	209N
IntVal_6	W
IntVal_7	7000.07
IntVal_8	CMP
IntVal_9	2.9
IntVal_10	0

Avon GIS Mapping and Stormwater and Drainage Inventory – Avon, CO

The SGM Team worked with the Town of Avon to develop a comprehensive GIS spatial database of their stormwater infrastructure system. This information served as the foundation for a comprehensive infrastructure maintenance schedule and asset management program. Specifically, this information allowed the Town to schedule stormwater infrastructure improvements and support their ongoing efforts to assess and mitigate stormwater runoff events.

This project included reviewing existing inventory, refining information associated with the data, verifying, and refining the vertical and horizontal spatial information and important maintenance-related metadata for all infrastructure components.

Client Name:

Town of Avon

Address:

75 S. Frontage Road, Vail, CO 81657

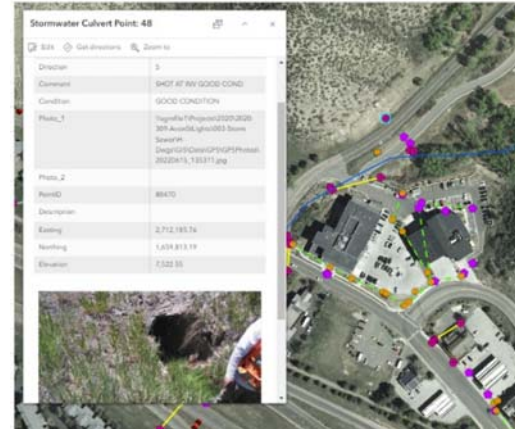
Reference:

Justin Hildreth*, *Town Engineer* / 970.748.4045 / jhildreth@avon.org
Eva Wilson, *Public Works Director* / 970.748.4118 / ewilson@avon.org

Project Dates:

Summer & Fall of 2022

*Justin Hildreth no longer works for the Town of Avon, though he was our point of contact for this project.

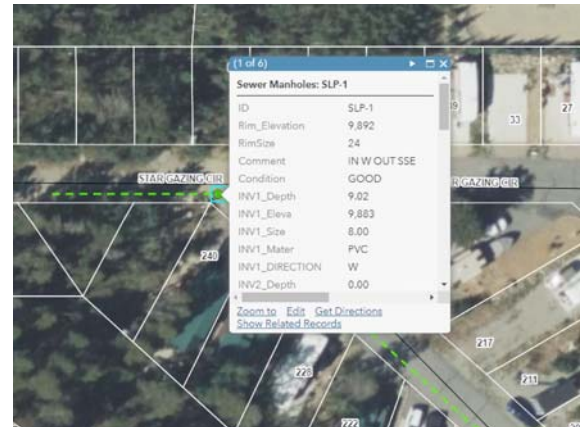




Fairplay Sewer System Mapping – Fairplay, CO

The Town of Fairplay contracted SGM to map their entire Sanitary Sewer System using survey-grade equipment. SGM worked with the Town to develop a field collection database schema, which allowed survey field crews to collect survey-grade positional data, and store relative attributes and photographs directly on each survey point. This drastically improved efficiency and removed the process of translating text in a CAD drawing to attributes in GIS.

SGM was also tasked with mapping the Town's water system infrastructure using mapping-grade equipment. The sewer and water infrastructure database was published to ArcGIS Online and formed the basis for the Town of Fairplay's Asset Management System.



Client Name:	Town of Fairplay
Address:	901 Main Street, P.O. Box 267, Fairplay, CO 80440
Contact Person: / Telephone:	Alex Wagner, <i>Special Projects Coordinator</i> , 719.839.6046, awagner@fairplayco.us
Project Dates:	2022 – Present (SGM is the Town's current On-Call GIS Services Provider)

Scope of Work

It's our understanding that the City of Glenwood Springs wants to update its stormwater facility mapping with accurate survey-grade data collection, including documentation of inlet grate elevations, collection of grate size data, depth to inverts, data collection on the manhole and inlet box size and material, information collection on sump elevations, and culvert/pipe sizing and material collection. Key components of the projects include:

- *Task 1: Conduct existing data evaluation and field mapping preparation*
- *Task 2: Survey, collect, inventory, photograph, and process the existing storm sewer-related infrastructure features*
- *Task 3: Utilize survey-collected features and images to develop a Storm Sewer GIS database and CAD basemap*
- *Task 4: Review and finalize Storm Sewer GIS database and CAD basemap*

The following section offers more detail regarding SGM's proposed approach to implement each task.

Task 1: Existing Storm Sewer Data Evaluation and Field Mapping Preparation (Pre-survey Meeting)

The overall approach for this task begins with inventorying, collecting, and evaluating existing storm sewer mapping data on file and available through hardcopy and digital documents. An initial evaluation and a pre-survey meeting to review existing data and consult with City staff familiar with on-the-ground conditions will result in a stream-lined field inventory and data collection process. SGM will organize this information for reference and planning for the field data collection. SGM will work with City staff to identify



and establish a storm sewer database schema, or attributes to be assigned to infrastructure. SGM can easily import existing City of Glenwood Springs database schema, or SGM has pre-configured GPS and GIS database schemas. The established database schema is included in SGM's survey data collector and allows for both seamless export of GPS field inventory data and integration of stormwater information back into the City's Stormwater Database.

Approach

The following outlines key steps for this task:

- Obtain any additional existing data
- Evaluate and consult with City staff on existing data, as well as necessary database schema adjustments and requirements that will reflect the field inventory information collected by survey staff
- Prepare necessary associated mapping information for office and field staff
- Work closely with City staff to establish a finalized Storm Sewer database for integration into the City's stormwater GIS and asset management database systems

Task 2: Storm Sewer Infrastructure Inventory

Approach

Key tasks for the storm sewer infrastructure inventory include:

- Field survey crews will be equipped with state-of-the-art survey-grade GPS units and Total Stations to map all City of Glenwood Springs stormwater infrastructure as finalized in Task 1
- Depending on the specific stormwater component, field crews will map, inventory, investigate, verify, perform visual assessments, measure sump depth, and apply an assessment ranking to all storm sewer components
- Map, inventory, and assess all culverts, pipes, and related conveyance structures
- Review incoming data throughout Task 2 and implement quality control and assurance procedures, including reviewing data with City staff
- Note: All features will be spatially located and mapped as points or polylines using survey-grade GPS and/or Total Stations

Task 3: Storm Sewer Geodatabase and CAD Basemap

Development

The approach for this task is founded on the data compiled as part of Tasks 1 and 2 and our experience in developing and maintaining survey-grade GIS databases that are spatially accurate.

Approach

The following outlines key steps for this task:

- Work closely with City staff to finalize the GIS/CAD database schema. This will mirror the GPS database schema to seamlessly integrate field-collected data into the finalized GIS geodatabase and CAD base map deliverable



- Integrate information from existing documents – where applicable, developed from Task 1, import GPS and photo attachments from Task 2, and further develop the GIS/CAD data into one master storm sewer geodatabase
- Drop measurements will be included for inverts where possible. SGM can calculate invert elevations if City staff would like these included
- Review storm sewer geodatabase and implement quality control and assurance procedures, including reviewing data with City staff

Task 4: Database Review and Deliverable

Our approach to this task is based on our experience developing asset management systems (AMS) and implementing storm sewer infrastructure inventorying, CIP, and hazard mitigation planning.

Approach

The following outlines some of the steps for this task:

- Perform a thorough evaluation of the storm sewer geodatabase/CAD file for completeness
- Provide City staff with a draft database/CAD file copy for evaluation
- Capture and populate any missing database components; both surveying storm sewer ground features, and any missing, and/or incorrect attribute information, including photo attachments

Deliverables

- Complete geodatabase and CAD base map with the current City of Glenwood Springs storm sewer infrastructure.

Project Schedule

The project schedule can be adjusted accordingly upon Notice-to-Proceed, the initial meetings with the City, and on-the-ground conditions, including when the project area is free of snow, to allow for data collection to move forward. The following project schedule is based on the City's estimate of 400 survey hours and 60 CAD/office drafting hours.

Tentative Schedule:

- **Task 1 (Presurvey Meeting / Existing Data Gathering):** May 1 – May 15, 2024, or within two weeks of NTP, whichever is sooner.
- **Task 2 (Estimated Mobilization Date / Duration of Survey Work):** May 20 – September 4, 2024
- **Task 3 & 4 (Completed deliverables):** September 5 – September 18, 2024

Exceptions

- Traffic Control



Appendix

RESUMES



GIS Analyst / Team Lead

GIS Mapping Services

Education

BA Geography, GIS
Emphasis, Fort Lewis
College, 2001

Professional Affiliations

GIS Colorado

General Background

Steve is a professional GIS Analyst with over 24 years of experience working primarily in the government and private sectors. Steve works closely with clients to identify, design, implement, and manage GIS based projects and applications. Steve has experience with project management, hardware/software management, database management, data acquisition, maintenance, and analysis, web map development, asset management using web acquisition/inventory, map production and presentation, and training using GPS and GIS. Steve regularly provides GIS consultation for system design and hardware and software recommendations. Before joining SGM, Steve spent seven years serving as the GIS Coordinator for Archuleta County, CO, where he was responsible for all county GIS efforts.

Summary of Experience

GIS Administration. Steve serves as the GIS Team lead and is responsible for managing all GIS efforts for SGM. This includes providing GIS support to all SGM departments, as well as, to a wide variety of clients. Responsibilities include client and project management, creating, maintaining, and analyzing GIS datasets, and creating custom maps using industry standards and the latest ESRI ArcGIS technologies. Steve develops geospatial databases and metadata, performs data research, geospatial analysis, and modeling while adhering to GIS protocols and standards. He also implements, maintains, and updates ArcGIS Online (AGOL) maps, web services, and web mapping applications using AGOL, ArcGIS Server and ArcSDE technologies. Steve regularly interprets and utilizes legal descriptions, and uses CAD data including scanned survey plats and engineering designs with GIS software. He utilizes his extensive knowledge of GPS field computers and data collection software to collect data and train other staff in effective data collection procedures. He is also responsible for training other SGM employees and clientele in ArcGIS for general use, as well as, for complex analysis.

Special District and Municipality Water and Wastewater Infrastructure Mapping.

Steve regularly creates, updates, and manages water related infrastructure systems including: water line networks, asset management, data inventory, associated valves and fire hydrants, and sanitation infrastructure information. Databases are created and updated using PDF's, GPS information, CAD drawings, ArcGIS Online applications and enterprise systems. Steve advocates the use of ArcGIS Online to deliver, collect, and update data and inspection forms using PC's and smart devices using industry standard ESRI Local Government/Water Utility Information models.

Representative Project Experience

Town of Fairplay Infrastructure Mapping Project 2023 - Present

Town of Fairplay, Fairplay, CO. Developed a custom database schema for use in collecting survey grade sanitary sewer system information. He surveyed the Town's entire sanitary sewer system using survey-grade equipment and was responsible for converting and importing the data into the Town's ArcGIS Online asset management platform

Town of Bayfield Storm Water Mapping & Asset Management Application Project 2023

Town of Bayfield, Bayfield, CO. Developed a custom database schema for use in collecting survey grade storm sewer system information. He surveyed the Town's entire storm sewer system using survey-grade equipment and was responsible for converting and importing the data into the Town's ArcGIS Online asset management platform.

Town of Avon Storm Water Mapping Project 2022

Town of Avon, Avon, CO. Developed a custom database schema for use in collecting survey grade storm sewer system information. He surveyed the Town's entire storm sewer system using survey-grade equipment and was responsible for converting and importing the data into the Town's ArcGIS Online asset management platform.

Representative Project Experience (Con't.)

ArcGIS Online Storm Sewer & Drainage Infrastructure and Basin Mapping 2015 - 2016

Town of Vail, CO. Managed the creation of the Vail GIS stormwater infrastructure system comprising of over 5,400 features. GPS collected all stormwater features and created the associated geometric network database. Created the associated drainage basin database. Deployed the stormwater database using ArcGIS Online for use with PC's and smart devices. The database and ArcGIS Online application were designed for stormwater management, infrastructure maintenance, asset management, and water quality monitoring.

ArcGIS Online Infrastructure Mapping Implementation and ongoing Support 2017 - Present

Battlement Mesa Metro District, CO. Implemented the District's ArcGIS Online ESRI Local Government / Water Utility Information Models with associated GIS databases and integrated exported CAD line work for GIS database use and geometric network connectivity. Created ArcGIS Online maps and inspection table relationships for use in asset management and information distribution. Provided user guides and training with desktops and smart devices.

ArcGIS Online Infrastructure Mapping Implementation and ongoing Support 2017 - Present

Town of Ignacio, CO. Created the Town's GIS system including all sewer, water, gas, and fiber network infrastructure from CAD data into industry standard ESRI Local Government Information Model. Published ArcGIS Online maps for asset management and mobile GIS for field crews and information distribution using industry standard ESRI Local Government / Water Utility Information Models. Provided user guides and training with desktops and smart devices.

ArcGIS Online Hydraulic Water Modeling Project 2016 - 2017

City of Glenwood Springs, CO. Managed the GIS portion of the hydraulic modeling effort using industry standard procedures for use in water modeling software. Worked closely with staff engineers to ensure accurate model results and delivery of clean dataset to city GIS staff.

ArcGIS Online Infrastructure Mapping Implementation and ongoing Support 2014 - Present

Town of Gypsum, CO. Function as an extension of the Town of Gypsum staff to provide all GIS-related services to Town departments including Development Services, Engineering, and Public Works. Manage the Town's GIS databases. Developed and manage Town's online map, asset management and mobile GIS mapping system using ArcGIS Online and ArcGIS Server. Created custom data collection applications for asset management & mobile GIS system.

ArcGIS Online Infrastructure Mapping Implementation and ongoing Support 2013 - Present

Roaring Fork Water and Sanitation District, CO. Function as an extension of the District's staff to provide all GIS related services to District. Manage the District's GIS databases using ArcGIS software and ArcGIS Online. Develop and manage District's asset management and mobile GIS mapping system using ArcGIS Online. Create custom data collection applications for asset management and mobile GIS system for field crews. Integrated GIS database information into PubWorks Asset Management Program.

ArcGIS Online Infrastructure Mapping Implementation and ongoing Support 2013 - Present

Snowmass Water and Sanitation District, Snowmass, CO. Function as an extension of the District's staff to provide all GIS related services to District. Manage the District's GIS databases using ArcGIS software and ArcGIS Online. Developed and manage District's asset management and mobile GIS mapping system using ArcGIS Online. Create custom data collection applications for asset management & mobile GIS system.

ArcGIS Online Infrastructure Mapping Implementation and ongoing Support 2013 - Present

Mid Valley Metro District, Basalt, CO. Function as an extension of the District's staff to provide all GIS related services to District. Manage the District's GIS databases using ArcGIS software and ArcGIS Online. Develop and manage District's asset management and mobile GIS mapping system using ArcGIS Online. Create custom data collection applications for asset management and mobile GIS system for field crews.



GIS/ CAD Specialist

GIS Mapping Services

Education

BS Geography, GIS
Emphasis, University of
Wisconsin - La Crosse,
2016

Training / Certification

GISP #161731

FAA Certified sUAS
Remote Pilot License
#4062339

Town of Fairplay Infrastructure Mapping Project 2023 - Present

Town of Bayfield Storm Water Mapping & Asset Management Application Project 2023

Town of Avon Storm Water Mapping Project 2022

ArcGIS Online Infrastructure Mapping Implementation Project 2017 - Present

General Background

Nick, a professional GIS Specialist, has eight years of experience working primarily in the government and private sectors. Nick joined SGM's GIS team in 2016. Nick's GIS responsibilities at SGM include project management, hardware/software management, database management, data acquisition, maintenance, and analysis, web map development, map production and presentation, and training using GPS and GIS. In 2023, Nick received his GISP Certification from the GISCI (GIS Certification Institute).

Summary of Experience

GIS Mapping and GPS Collection. Nick has created and maintained GIS basemaps and custom maps according to the clients' needs and use. He creates and maintains databases, metadata, and feature attributes according to SGM's GIS protocol. Nick provides assistance in updating ArcGIS Online mapping and asset management applications and provides support for GIS processes and procedures. Nick utilizes CAD, survey, and government data for GIS mapping purposes, and has a strong knowledge base of GPS collection and software. Nick previously worked on projects for the Town of Vail helping to create and edit the town's GIS-based Stormwater Drainage Network. Additional experience includes a complete GPS mapping of Battlement Mesa Metro District's water and sewer systems.

Survey and GIS Integration. Nick works directly with SGM Survey and GIS teams to provide seamless integration of data between both departments. He creates custom database schemas that allow for direct transfer of attribute data from survey field data to CAD and/or GIS. Nick utilizes custom property sets in CAD to automate the labeling process based on attributes collected in the field. His knowledge of coordinate systems allows for seamless conversions between local survey coordinate systems and more common GIS projections such as State Plane and UTM coordinate systems.

Representative Project Experience

Town of Fairplay, Fairplay, CO. Nick developed a custom database schema for use in collecting survey grade sanitary sewer system information. He surveyed the Town's entire sanitary sewer system using survey-grade equipment and was responsible for converting and importing the data into the Town's ArcGIS Online asset management platform.

Town of Bayfield, Bayfield, CO. Nick developed a custom database schema for use in collecting survey grade storm sewer system information. He surveyed the Town's entire storm sewer system using survey-grade equipment and was responsible for converting and importing the data into the Town's ArcGIS Online asset management platform.

Town of Avon, Avon, CO. Nick developed a custom database schema for use in collecting survey grade storm sewer system information. He surveyed the Town's entire storm sewer system using survey-grade equipment and was responsible for converting and importing the data into the Town's ArcGIS Online asset management platform.

Battlement Mesa Metro District Public Works Department, Battlement Mesa, CO. Nick created a GIS basemap, including all sewer and water infrastructure from CAD. Integrated GPS field data into the GIS database and implemented an ArcGIS Online asset management system designed for hydrant flushing, sewer jetting, water valve exercising, and pipeline video inspections using industry-standard ESRI Local Government/Water Utility Information Models. Gathered relevant datasets from the county, state, and federal departments and performed coordinate system conversion when necessary.

Representative Project Experience (Con't.)

**ArcGIS Online
Infrastructure Mapping
Project
2016 - Present**

Town of Ridgway, CO. Nick created a GIS basemap including all irrigation, sewer, public parks, trees, and water infrastructure based on CAD data. Re-projected converted GIS data into custom coordinate system determined by Town staff. Publication of ArcGIS Online maps for use in asset management and information distribution using industry standard ESRI Local Government / Water Utility Information Models. Developed building permit, land use decision, and sign permit tracking application leveraging ArcGIS Online and Google Sheets technology.

**ArcGIS Online
Infrastructure Mapping
Project
2017 - Present**

Town of Silverton, CO. Nick created a GIS basemap including all sewer and water infrastructure based on CAD data. Re-projected converted GIS data into a coordinate system specified by Town staff. Publication of ArcGIS Online maps for use in asset management and information distribution using industry-standard ESRI Local Government / Water Utility Information Models. Developed digital inspection records for use in asset management.

**ArcGIS Online
Infrastructure Mapping
Project
2016 - Present**

Town of Ignacio, Ignacio, CO. Nick created a GIS basemap including all sewer, water, gas, and fiber network infrastructure from CAD data into industry-standard ESRI Local Government Information Model. Publication of ArcGIS Online maps for use in asset management and information distribution.

**On-Call GIS Services
2016 - Present**

Town of Gypsum, CO. Nick created a specialized ArcGIS Online maps for culvert and dropbox inspections, manhole inspections, valve exercising, street light maintenance, and water rights mapping. Creates yearly maintenance reports and work progress reports for town staff. Nick also performs GPS field collection of irrigation heads for use in ArcGIS Online.

**ArcGIS Online Mapping
Implementation Project
2016 - Present**

Snowmass Water and Sanitation District, Snowmass Village, CO. Nick created a specialized ArcGIS Online map for backflow, fire hydrant, grease interceptor, water meter, and water leak inspections. Work with district staff to perform system updates based on CAD as-built information. Convert CAD data into a proper coordinate system per district staff.

**GIS Support for Database
Update Project
2016 - 2019**

Cortez Sanitation District, Cortez, CO. Nick performed database updates by extracting recent as-built data from CAD drawings. Incorporates data from a variety of state and local agencies to develop a comprehensive GIS database for use in an ArcGIS Online asset management system. Works with district staff to develop digital inspection forms for maintenance tracking and reporting purposes.

**ArcGIS Online Hydraulic
Water Modeling Project
2016 - 2017**

City of Glenwood Springs, CO. Nick made edits to the existing GIS database using industry-standard procedures for use in hydraulic water modeling software. Worked closely with staff engineers to ensure accurate hydraulic water model results and delivery of clean dataset to the City GIS staff.

**GIS Support for Parcel
Project
2016**

City of Glenwood Springs, CO. Nick assisted in the development of an accurate parcel fabric using historical deed, plat, and land use information documents. Digitized parcel data based on existing survey monuments using bearing and distance measurements. Assisted in performing topology checks and research efforts to ensure proper data creation and maintenance.

**ArcGIS Online Utilities
Infrastructure Mapping
Project
2015 - 2019**

Aspen Valley Ranch, Aspen, CO. Nick updated, reviewed, and supplemented GIS data based on CAD information and GPS collection. Published updates to an ArcGIS Online map for review and use in construction progress monitoring and future asset management.

**ArcGIS Online Storm Water
Infrastructure Mapping
Project
2015**

Town of Vail Public Works Department, Vail, CO. Nick served as the GPS field team lead for the collection of stormwater infrastructure, integration of GPS data into a GIS database and basemap, use of features and maps for asset management and geometric network applications.



Professional Land Surveyor

Survey Services Team

Professional Affiliations

Professional Land Surveyor, CO

General Background

Shawn is a licensed professional land surveyor with over 24 years of experience. Shawn's projects include all forms of land surveying: geodetic, cadastral, ALTA/ NSPS Land Title surveys, detailed Existing Conditions mapping, construction and GPS surveying, detailed 3D surfaces, Improvement Survey Plats, coordinate systems, transformations and projections. Shawn also is proficient in 3D scanning: detailed as-built surveys, structural monitoring, roadway and airport as-built applications, and tunnel surveys to include two Illegal U.S. border tunnels in conjunction with the United States Army Corps of Engineers (USACE), and the United States Customs and Border Protection (USCBP). Shawn is based in the SGM Glenwood Springs office.

Summary of Experience

Survey Project Manager. Serving as the Surveyor of Record, Shawn successfully completed numerous survey projects throughout Western Colorado.

Survey Sector Leader. As the Team Leader for the survey department, Shawn and his staff manage multiple field crews and survey technicians providing services to all aspects of Land Surveying.

Representative Project Experience

South Midland Ave Reconstruction 2017 - 2022

City of Glenwood Springs, Garfield County, CO. Performed survey QA/QC for the existing conditions and Right-of-Way mapping for the 7,000 sf roadway reconstruction project.

Red Mountain Subdivision Improvements 2020 - 2021

City of Glenwood Springs, Garfield County, CO. Project Manager for topographic survey including buried utility location mapping to support SUE, Right-of-Way and private property retracement surveying.

Lower Basin WTP Violet Lane Waterline 2018 - 2019

Town of Eagle, Eagle County, CO. Project Manager for topographic survey including buried utility location mapping to support SUE, Right-of-Way and private property retracement surveying.

Aspen Mountain Valley Neighborhood Overhead to Underground Electric Conversion 2021 – present

Mountain Valley Subdivision HOA, Aspen, CO. Project Manager for planning and design coordination with Holy Cross Energy to convert the existing overhead electric infrastructure to underground. Involves detailed as-built survey and Existing Conditions Mapping, Detailed Subsurface utility locates, and preparation of construction plans for new underground electric primary and secondary lines.



We provide innovative, practical solutions to make our clients successful while ensuring the health, safety and welfare of our neighbors.

We develop and maintain lasting client relationships and are committed to our local communities.

GLENWOOD SPRINGS
118 West Sixth Street, Suite 200
Glenwood Springs, CO 81601
970.945.1004



City Council
STAFF REPORT
City of Glenwood Springs
April 18, 2024

Agenda Item:	Resolution 2024-20; Electric Rate Tariff Updates
Action Requested:	Council and Electric Board Approval of Resolution 2024-20; Elect Rate Tariff Updates
Department:	Public Works
Presented By:	Matthew Langhorst
Strategic Goals:	Preserve and Improve Infrastructure Protect and Preserve our Quality of Life
Background Info:	The City of Glenwood Springs Electric Department completed a rate study with our consultant in 2022. That rate study recommended small 5.2% rate increases over the following 4 years, through 2026. The City saw a 3% increase in power costs in 2023/2024, and we are expecting a 4% to 5% increase in bulk power again next year. Coupling these bulk power increases with cost increases for staffing, capital projects and general maintenance items for the system, costs continue to go up. Last year's energy cost increases covered for our bulk power increases through April 2024, but do not cover for April 2024 through April 2025. Staff is recommending we follow the rate study 5.2% increase, but only applying that increase to the energy rates, not the flat fees. Staff is a bit behind on Tariff updates this year, and we are recommending that we implement these changes on July 1st, 2024. Staff will start another rate study early 2025, prior to any changes for 2025-2026.
Issues:	None at this time.
Fiscal Impact:	This rate adjustment will continue to provide the revenue necessary to staff the Electric Department and continue to provide efficient, reliable and safe electrical service for the city.
Legal Review:	Legal has reviewed the tariff documents and created the resolution for this rate change.
Staff Recommendation:	Staff is Recommending Council and Electric Board Approval of Resolution 2024-20; Elect Rate Tariff Updates

RESOLUTION 2024-20

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF GLENWOOD SPRINGS, COLORADO, ACTING AS THE ELECTRIC UTILITY BOARD, SETTING ELECTRIC RATES.

WHEREAS, Article 080.050 of the City's Municipal Code provides that fees for electric rates be set by Resolution; and

WHEREAS, the City Council of the City of Glenwood Springs, acting as the Electric Utility Board, has made the following findings of fact:

1. The most recent adjustments to the City of Glenwood Springs Electric System rates were approved on December 15, 2022.
2. The City Council is in receipt of information upon which it bases its decision to now increase electric rates as set forth in Advice Letter No. 6 of the City Manager dated May 2, 2024, with attached Tariff Sheets.
3. The Tariff Sheets proposed in Advice Letter No. 6 represent fair and equitable charges for electric service in the City of Glenwood Springs in order for the Electric System to realize the historical rate of return of the System. The proposed Schedule of Rates is in the public interest and should be authorized; and

WHEREAS, the Electric Utility Board has, prior to the adoption of this resolution, given public notice pursuant to Rule 17(A)(1) of the Rules of Practice and Procedure before the Electric Utility Board of the City of Glenwood Springs, Colorado; and

WHEREAS, the City Council by this Resolution will set electric rates until otherwise amended by City Council.

NOW, THEREFORE, IT IS RESOLVED BY THE CITY COUNCIL OF THE CITY OF GLENWOOD SPRINGS, COLORADO, ACTING AS THE ELECTRIC UTILITY BOARD, THAT:

Section 1. The above recitals are hereby incorporated as findings by the City Council of the City of Glenwood Springs.

Section 2. It hereby adopts the revised schedule of electric rates recommended by the City Manager in Advice Letter No. 6. Copies of the Advice Letter and the revised schedule sheets shall be available for public inspection in the office of the City Clerk of the City of Glenwood Springs, Colorado.

Section 3. The electric rates set forth in the revised rate schedules attached hereto as Exhibit A shall be effective for all electric utility billing performed by the Glenwood Springs Electric System starting with the July 2024 electric billing cycle.

INTRODUCED, READ, AND PASSED THIS 18TH DAY OF APRIL 2024.

CITY OF GLENWOOD SPRINGS, COLORADO

Ingrid Wussow, Mayor

ATTEST:

Ryan Muse, City Clerk

GLENWOOD SPRINGS ELECTRIC SYSTEM

101 W. 8TH STREET
GLENWOOD SPRINGS, COLORADO 81601
PHONE: (970) 384-6400



May 2, 2024

The Electric Utility Board of the City of Glenwood Springs
101 West 8th Street
Glenwood Springs, CO 81601

Re: Advice Letter No. 6

Dear Board:

The accompanying tariff sheets issued by the Glenwood Springs Electric System are submitted for filing in accordance with the Rules of Practice and Procedure of the Glenwood Springs Utility Board.

<u>Tariff Sheet No.</u>	<u>Cancels Sheet No.</u>	<u>Title of Sheet</u>
1, 18th Revision	1, 17th Revision	Residential, Domestic Light and Combination Service
9, 18th Revision	9, 17th Revision	Commercial, Small Commercial
10, 18th Revision	10, 17th Revision	Large Commercial and Industrial, Combined Commercial Lighting and Power
12, 13th Revision	12, 12th Revision	Municipal, Street Lighting Service

An increase in the tariffs related to the foregoing category of services is requested due to increased purchase power costs, increased operating costs, and routine capital project costs. A full showing of the proposed tariff and charges are attached hereto. The tariff sheets refer to the existing tariffs that are proposed to be changed.

The Glenwood Springs Electric System has published notice in accordance with Rule 17(A)(1) of a public hearing to consider the proposed tariff increase, which hearing shall occur at the regular City Council meeting of May 2nd, 2024.

It is requested that this filing become effective for the July 1st, 2024, electric billing cycle. It is further requested that this filing be adopted by reference in a Resolution of the City Council, acting as the Electric Utility Board, on May 2nd, 2024.

Respectfully submitted,

Steve Boyd, City Manager
Glenwood Springs Electric System

General Service Classification: RESIDENTIAL	
Rate Title Or Number: DOMESTIC LIGHT AND COMBINATION SERVICE - DL	Company Rate Code
<u>AVAILABILITY</u> Available in all territory served by the City. <u>APPLICABILITY</u> Applicable to separately metered individual dwelling units for all domestic uses. Single phase service. One hundred ten (110) volts and two hundred twenty (220) volts. Rates generally apply to residential accounts with monthly average electric demand below 34.99 kw. <u>RATE PER METER</u> Service Charge: Per meter, per month Energy Charge: Per kWh for all kWh used per month <u>MINIMUM CHARGE</u> The minimum charge under the above rate shall be the Service Charge <u>PAYMENT</u> Bills for electric service are due and payable within fifteen (15) days from date of bill.	
	<u>RATE</u> \$20.00 \$0.11.45

Commented [AP1]: Should this be \$0.1145?

General Service Classification: COMMERCIAL		
Rate Title Or Number:	SMALL COMMERCIAL - BL	Company Rate Code
<u>AVAILABILITY</u> Available in all territory served by the City.		
<u>APPLICABILITY</u> Applicable to all commercial users for all electrical requirements at available secondary voltage, <u>single</u> phase or <u>three</u> phase service. Rates apply to commercial accounts with monthly average electric demand between 1 kw and 69.99 kw.		<u>RATE</u>
<u>RATE PER METER</u> Service Charge: Per meter, per month		\$25.00
Energy Charge: Per kWh for all kWh used per month		\$0.1215
<u>MINIMUM CHARGE</u> The minimum charge under the above rate shall be the Service Charge.		
<u>PAYMENT</u> Bills for electric service are due and payable within fifteen (15) days from date of bill.		
<u>SPECIAL PROVISIONS</u> Service is classified as business when use is primarily of a business, professional, institutional, or small industrial nature, subject to power factor correction as contained in the rules and regulations.		

Advice Letter No. 6 Issue Date: _____ Decision or Authority: Res. No. 2024-20
 Signature of Issuing Officer City Manager Effective Date: July 2024 billing

Board No. _____

Cancels 17th Revision Sheet No. 10

General Service		
Classification:	LARGE COMMERCIAL AND INDUSTRIAL	
Rate Title		Company Rate
Or Number: COMBINED COMMERCIAL LIGHTING AND POWER - BD		Code
<u>AVAILABILITY</u> Available in all territory served by the City.		
<u>APPLICABILITY</u> Applicable to all commercial users for all electrical requirements at available secondary three phase service. Rates apply to commercial accounts with monthly average electric demand in excess of 70 kw.		
		<u>RATE</u>
<u>RATE PER METER</u>		
Service Charge:	Per meter, per month	\$60.00
Energy Charge:	Per kWh for all kWh used per month	\$0.1186
<u>MINIMUM CHARGE</u>		
The minimum charge under the above rate shall be the Service Charge.		
<u>PAYMENT</u>		
Bills for electric service are due and payable within fifteen (15) days from date of bill.		

Advice Letter No. 6 Issue Date: _____
Signature of Issuing Officer City Manager

Decision or Authority: Res. No. 2024-20
Effective Date: July 2024 billing

CITY OF GLENWOOD SPRINGS ELECTRIC SYSTEM Board No. _____
13th Revision Sheet No. 12
Cancels 12th Revision Sheet No. 12

General Service		
Classification:		MUNICIPAL
Rate Title Or Number:	STREET LIGHTING SERVICE - ML	Company Rate Code
<u>AVAILABILITY</u> Available for streets and highways within the City limits of Glenwood Springs.		
<u>APPLICABILITY</u> Applicable for the lighting of public streets, highways, and roadways.		
<u>RATE PER METER</u>		
Service Charge:	Per meter, per month	
Energy Charge:	Per kWh for all kWh used per month	
<u>MINIMUM CHARGE</u> The minimum charge under the above rate shall be the Service Charge		
<u>SPECIAL CONDITIONS</u> This rate is applicable only to the City for lighting service rendered by the Electric System.		<u>RATE</u> \$25.00 \$0.1069

Advice Letter No. 6 Issue Date: _____ Decision or Authority: _____ Res. No. 2024-20
Signature of Issuing Officer City Manager Effective Date: July 2024 billing

RESOLUTION 2024-21

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY
OF GLENWOOD SPRINGS, COLORADO, AUTHORIZING
THE MAYOR OR MAYOR PRO TEM TO EXECUTE REAL
ESTATE CLOSING DOCUMENTS.**

WHEREAS, on January 20, 2023, the City of Glenwood Springs entered into a Memorandum of Understanding, as amended, with Habitat for Humanity of the Roaring Fork Valley, Inc. (“Habitat”) to develop affordable workforce housing on City owned property; and

WHEREAS, pursuant to the Memorandum of Understanding, on April 4, 2024, the City Council of the City of Glenwood Springs approved the form of deed and transfer of the property at 8th and Midland to Habitat.

WHEREAS, the title company assisting with this transfer is requesting a resolution authorizing the Mayor or Mayor Pro Tem to execute closing documents; and

WHEREAS, pursuant to Section 3.3 of the City Charter, the Mayor or Mayor Pro Tem has the authority to execute closing documents for the sale of the property on behalf of the City.

**NOW, THEREFORE, IT IS RESOLVED BY THE CITY COUNCIL OF THE
CITY OF GLENWOOD SPRINGS, COLORADO, THAT:**

Section 1. The above recitals are hereby incorporated as findings by the City Council of the City of Glenwood Springs

Section 2. The Mayor or Mayor Pro Tem is hereby authorized to execute any and all necessary documents for the transfer of the property at 8th and Midland, Glenwood Springs, Colorado 81601.

INTRODUCED, READ, AND PASSED THIS 18TH DAY OF APRIL.

CITY OF GLENWOOD SPRINGS, COLORADO

Ingrid Wussow, Mayor

ATTEST:

Ryan Muse, City Clerk



City Council
STAFF REPORT
City of Glenwood Springs
April 18, 2024

Agenda Item: Proclamation: National Donate Life Month

Action Requested: Proclaim April to be National Donate Life Month

Department: City Clerk

Presented By: Ryan Muse

Strategic Goals: Protect and Preserve our Quality of Life

Background Info: National Donate Life Month is designed to educate the public on the importance of becoming an organ, eye, and tissue donor.

Issues: NA

Fiscal Impact: NA

Legal Review: NA

Staff Recommendation: NA



NATIONAL DONATE LIFE MONTH

WHEREAS, April is National Donate Life Month;

WHEREAS, 1 person could save 8 lives through organ donation and heal up to 75 lives through tissue donation;

WHEREAS, Since 2001, you can sign up to be a donor by saying yes when obtaining your driver's license, drivers permit, or state id;

WHEREAS, There are nearly 2,000 people on the waiting list for a lifesaving organ transplant operation in Colorado and more than 103,000 are waiting nationwide;

WHEREAS, More than 68 percent of Coloradans have signed up to be organ, eye and tissue donors and save lives through organ and tissue donation and transplantation. Anyone can register to be an organ, eye and tissue donor, regardless of age, race, medical history, religion or income. Even those with chronic conditions, such as hepatitis and diabetes, can sign up to give the gift of life at any age;

WHEREAS, the Chris Klug Foundation has a mission to educate individuals to register as organ, eye, and tissue donors and inspire those in the transplant community;

IN WITNESS WHEREOF, I have hereunto set my hand and caused the Seal of the City of Glenwood Springs, Colorado to be affixed, this 6th day of April, in the year 2023.

Ingrid Wussow, Mayor
City of Glenwood Springs



City Council
STAFF REPORT
City of Glenwood Springs
April 18, 2024

Agenda Item:	YouthZone Update
Action Requested:	YouthZone is giving an update on their current contributions to our community.
Department:	City Clerk
Presented By:	Steve Boyd
Strategic Goals:	Provide Efficient and Responsive City Government
Background Info:	Currently, the City works together with Youth Zone regarding juvenile offenders seen by the Municipal Court. When a juvenile is recommended by Judge Mauer and Prosecutor Collins to seek retribution, the City uses Youth Zone for those services.
Issues:	NA
Fiscal Impact:	NA
Legal Review:	NA
Staff Recommendation:	NA

MISSION

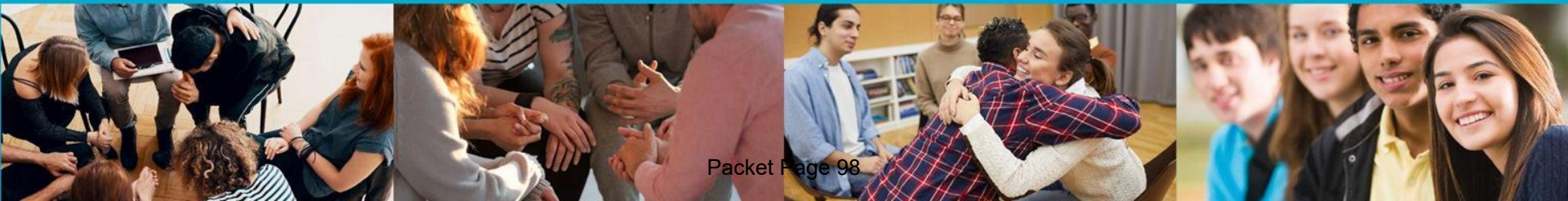
YouthZone provides comprehensive assessment and advocacy to inspire healthy relationships between youth, families, and communities.

VISION

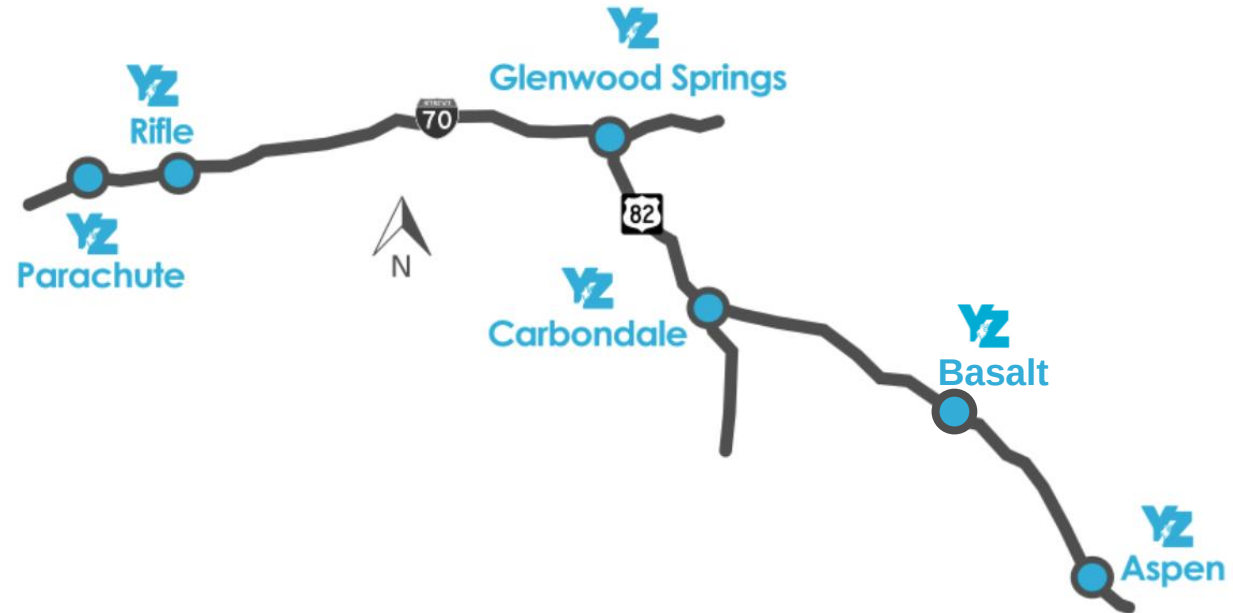
Hopeful Youth, Strong Families, & Safe Communities

CORE VALUES

Inspire with Integrity, No judgements, Stewardship and believe in Possibilities, Inclusiveness, Restoration and Encouragement



9th Judicial District and YouthZone



Our organization serves a very diverse and expansive region, encompassing Pitkin, Garfield, Rio Blanco, and Eagle counties.

PROGRAMS & SERVICES



Youth Services

Assessments – Youth and Family
Youth Advocacy - Case Management
Counseling – Individual
Substance Use Counseling & Education
Restorative Justice
Victim/Offender Mediation
Teen Groups
Useful Public Service
Deferred Sentencing Programs through Courts
Diversion
Life Skills Classes
Youth Coaching
CYDC Detention Screening 9th District

Parent Support

Parent Consultation
Parent Education
Family Mediation

[Online Referral Form](#)

www.youthzone.com

2023 Highlights



- Reduced the time between referral and scheduling by more than half, from 9 days to 4 days
- Contracted with 6 local mental health providers with specialties in trauma, substance use, and family therapy.
- Rekindled and expanded partnerships with school districts, law enforcement agencies, courts, and local governments
- Hired our new clinical supervisor, who will provide 360 of clinical supervision each year
- Hired a Parent Education and Community Outreach Coordinator
- Added an additional Substance Program staff member
- Hired a staff that is 75% bilingual
- Trained employees in Mental Health First Aid, Trauma Informed Care, and Motivational Interviewing
- Grew the budget from \$1.5m to \$2.4m

Our goals for FY24-25:

- 1) Leverage **community partnerships** for better outcomes and outreach. This includes coordinating with schools and law enforcement agencies to identify pre-ticket youth
- 2) Reduce **barriers to access**, including transportation, language, cost, and timeliness.
- 3) **Improve capacity** to serve youth and families in need of mental health and substance use intervention



On track to meet or surpass last FY's numbers...

	FY22-23	FY23-24 to Date
Assessments	488	440
Unique Youth	397	337
Community Members Served	1500+	1400+
Substance Use Education Classes	46	98
Restorative Justice Sessions	41	80
Life Skills Classes	50	25



Already surpassed in GWS...

- 48% female, 51% male, 1% other
- 55% Latino, 42% Caucasian, 1% African American, 1% Multiracial
- 74% court, 8% school, 7% parent/ self, 6% other, 5% law enforcement
- Possession of Marijuana, Possession of Alcohol, Fighting, Petty Theft, Parent Consultation
- 47% reported improvement on at least one metric on our survey

	FY22-23	FY23-24 to Date
Assessments	73	93
Unique Youth	68	76
Community Members Served	294	311
Completion Rate	85%	90%
Reoffense Rate	98%	93%

Thank you so much for your support!

Contact:

Jami Hayes, Executive Director

970-309-4634

Glenwood Springs Office

970-945-9300

Donations to support our work can be made at:

www.youthzone.com



City Council
STAFF REPORT
City of Glenwood Springs
April 18, 2024

Agenda Item:	Ordinance 2024-06; Budget Amendment 2
Action Requested:	Adoption of Ordinance 2024-06 amending the 2024 budget.
Department:	City Administration
Presented By:	Steve Boyd
Strategic Goals:	Provide Efficient and Responsive City Government Preserve and Improve Infrastructure Protect and Preserve our Quality of Life Generate Sustainable Economic Development Ensure Public Safety
Background Info:	Each year we periodically pass ordinances that amend the annual budget to make financial reporting more accurate and consistent, and to appropriate funds as defined in our code and city charter.
Issues:	None at this time.
Fiscal Impact:	Please see Exhibit A for line items.
Legal Review:	NA
Staff Recommendation:	Approval of Ordinance 2024-06.

ORDINANCE NO. 06

Series of 2024

**AN ORDINANCE OF THE CITY OF GLENWOOD SPRINGS,
COLORADO, AMENDING THE 2024 APPROPRIATION ORDINANCE
TO REFLECT CARRYOVERS FROM THE 2023 BUDGET,
REALLOCATION OF FUNDS, AND EXPENDITURES APPROVED
AFTER SUBMISSION OF THE 2024 BUDGET.**

INTRODUCED, READ, PASSED, AND ORDERED PUBLISHED BY TITLE ONLY
THIS 18th DAY OF APRIL, 2024.

CITY OF GLENWOOD SPRINGS, COLORADO

ATTEST:

Ingrid Wussow, Mayor

Ryan Muse, City Clerk

Exhibit A
Ordinance 2024-03 Budget Amendment

Fund	Org	Object	Increase	Decrease	Decription	Account
<u>General</u>						
	01153	51710	\$25,000		Polling for Street Tax Renewal	Professional Services (Streets)
	01141	51710	\$10,644		Carryover for Cleer contract for ECAP (split with Electric)	Professional Services (Comm Dev)
	01141	52855	\$140,869		Affordable Housing Development Incentives (Habitat - 8th and Midland)	Affordable Housing
	0125050	42412	\$7,535.94		Plan Review Grant Revenue	Plan Review
	0125030	42110	\$11,593.75		Building Permit Fee Grant Revenue	Building Permit Fees
	0125050	42412	\$200.00		Final Plan Fee Grant Revenue	Final Plan Fees
	0125050	42412	\$13,479.84		School Land Dedication Fee Revenue	Plan Check and Record Fees
<u>Street Tax</u>						
	1330	60000	\$79,516		Carryover from Meadows to complete project	Projects
	1330	60000	\$109,318		Carryover from Red Mountain North Phase 1 to complete project	Projects
<u>Water</u>						
	2145	60000	\$100,000		Carryover Blake Avenue Design Fees	Projects
	21420	59520	\$60,000		Carryover rapid mixer replacement not sourced in 2023	Capital Outlay
	21420	59520	\$60,000		Carryover for UV replacement received in 2024	Capital Outlay
	2145050	42570	\$24,543.00		Water Improvement Fee Grant Revenue	Water Improvement Fees
	2146050	42580	\$26,382.00		Sewer Improvement Fee Grant Revenue	Sewer Improvement Fees
<u>Electric</u>						
	24220	51710	\$10,644		Carryover for Cleer contract for ECAP (split with Comm Dev)	Professional Services
	24220	54610	\$15,000		Increase in energy conservation from \$140,000 to \$155,000	Energy Conservation
	2450	60000	\$50,000		Carryover for Red Mountain South undergrounding	Projects
	2450	60000	\$600,000		Carryover for Cardnell Substation	Projects
	24999	55910	\$240,000		Carryover for Bucket Truck to arrive in 2024 instead of 2023	Transfer to Fleet
<u>Capital Projects Fund</u>						
	3130030	42425	\$32,998.86		Parkland Dedicaton Fee Grant Revenue	Parkland Fee-in-lieu
<u>A&I</u>						
	3300060	43710	\$4,000,000		South Bridge contribution from RFTA	Contributions/Donation
	3330	60000	\$5,000,000		South Bridge right of way acquisition and engineering	Projects
<u>Fleet Fund</u>						
	6450070	44390	\$240,000		Carryover transfer from Electric to Fleet for Bucket Truck	Transfer to Fleet
	64110	59520	\$240,000		Carryover purchase of Electric Bucket Truck	Capital Outlay
<u>Fire Equip</u>						
	7020030	42590	\$9,566.36		Fire Impact Fees Grant Revenue	Fire Impact Fees
<u>DDA</u>						
	8630	60000	\$199,774		Carryover from 2023 for Cooper Street Design	DDA Projects

Exhibit A
Ordinance 2024-06 Budget Amendment

Fund	Org	Object	Increase	Decrease	Description	Account
<u>General</u>						
	01112	51110		\$24,000	Eliminate Housing Allowance from City Manager Compensation	Regular Wages
	01112	51210		\$12,480	Reduce City Manager Health Insurance Spend	Health Insurance
	01141	51710		\$23,000	Reduction in Cost of Communications Firm from Contract Delay	Professional Services
	01122	51610	\$50,000		Rollover of chairs and tables in Art Center received in 2024	Supplies
<u>Water</u>						
	21430	51710	\$14,050		Rollover of Engineering for Wastewater Plant 5 Year Maintenance Plan	Professional Services
	2145	60000	\$60,000		Rollover for Rapid Mixer Repair Parts Ordered in 2023 Received in 2024	Water Projects
	2146	60000	\$60,000		UV Replacement Parts Carryover- Equipment not Received in 2023	Wastewater Projects
	2146	60000	\$45,000		Digester Air Balance and Roof Repair Carryover at WW Treatment Plant	Wastewater Projects
<u>Electric</u>						
	2450060	43710	\$624,173		Increase in Revenue from Developer Contributions (Transformers)	Developer Contributions
	24380	59520	\$624,173		Increase in Outlay from Purchases on Behalf of Developers (Reimbursed)	Capital Outlay
<u>Landfill</u>						
	299999	55930	\$75,000		Landfill contribution for Blade 770 (discussed with Council on 4-4-202	Transfer to Fleet
<u>Capital Projects Fund</u>						
	3110	60000	\$50,000		Rollover of City Hall patio repairs	Projects
	3110	60000	\$30,000		Rollover of City Hall Isolation Valves received in 2024	Projects
	3100040	42310	\$100,000		Receiving more from grant in 2024 than originally expected	Grant Revenue
	3135	60000	\$200,000		50% City match required from Grant	Projects
	3100040	42310	\$19,500		Pass through from Roaring Fork Mtn Bide Association	Grant Revenue
	3135	60000	\$19,500		Pass through from Roaring Fork Mtn Bide Association	Projects
	3135	59520	\$39,990		Mobile field painting robot	Capital Outlay
	3135	59520	\$65,000		New Ice Rink Plant Controller	Capital Outlay
	3135	59520	\$349,708		Rollovers; generator, rink improvements, remote door locks, arts center	Capital Outlay
	3135	60000	\$25,000		Mural Festival and Project - paid for from Art Fee reserve	Projects
	3135	60000		\$63,000	Removes trailer and fitness equipment that was duplicated in the budget	Projects
<u>A&I</u>						
	3135	60000	\$398,662		Rollover of remaining parking garage repairs at 9th and Cooper	Projects
	3135	60000	\$298,390		Rollover of planned Parks Headquarters repairs	Projects
	33300	52510	\$197,572		FAB grants; not included in original budget	Grants
<u>Fleet</u>						
	6430070	44455	\$75,000		Landfill contribution to purchase 770 blade	Funding Public Works
	6430070	44430	\$35,000		Water/Wastewater contribution to purchase 770 blade	Funding Public Works
	6430070		\$55,000		Capital Projects contribution to purchase 770 blade	Funding Public Works
	64110	52610	\$17,500		Fuel Master required software upgrade	Technology
	6430	60000	\$197,300		Fleet Building Roof Repair Carryover from 2023	Fleet Projects
<u>DDA</u>						
	8630	60000	\$30,000		6th Street Devolution Survey Fees - Passed by DDA on February 20	DDA Projects
	8630	60000	\$70,000		Property Acquisition for 6th St Conversion DDA - 2024 Passed - 20	DDA Projects



City Council
STAFF REPORT
City of Glenwood Springs
April 18, 2024

Agenda Item:	Award of RFP 2023-36P for Trash, Restroom and Mowing Services
Action Requested:	Approval of contracted services to improve maintenance quality of City parks and the downtown core.
Department:	Parks & Recreation
Presented By:	Rod Tarullo, Steve Boyd
Strategic Goals:	Protect and Preserve our Quality of Life
Background Info:	Prior to Covid, parks and public space work generally focused on approximately 80% horticulture, beautification, and upkeep of infrastructure, with the other 20% of efforts addressing trash and public restrooms. During Covid, Parks agencies across the county experienced dramatic shifts in use of outdoor space with the largest, significant impacts to the trash and restroom side of operations. In fact, the need for resource allocation switched to 80% trash and restrooms, and 20% horticulture, beautification, and infrastructure upkeep. We continue to see more people outdoors in public spaces, with trash and restrooms now being the highest priority of most parks team members' efforts. This has led to an eventual decline in the upkeep of the overall park system in the community. This situation is not unique to Glenwood Springs. Several other municipalities have gone to contract labor to address trash, restrooms, and mowing, freeing up in-house labor to focus on the other elements of the park system.
Issues:	The challenges faced when trying to maintain our parks system are caused in part by: • Increased park and public space users. • Shifts in expectations and demands of our visitors and residents. • Overall park system needs to 'raise the bar' to provide higher levels of service. • Increases in costs of materials/supplies, and labor. • Work force related issues as the duties for parks employees are less than desirable. The image of what park work "should" look like creates significant challenges. • Greater maintenance demands coming as projects are built out: 6th Street, North Landing, 27th Street tunnel, Blake Street, Cooper Street, 3 Mile Park, downtown alley improvements, South Bridge and additional trails and activated open space.
Fiscal Impact:	We have previously used contract labor to handle trash removal in the downtown area and mowing at Rosebud cemetery. In late 2023, Request For Proposal (RFP) 2023-36P was issued to receive quotes for trash removal in all parks and public spaces, public bathroom cleaning, and mowing of grass areas in the park system. We received two bids for these services. One was for a continuation of trash removal in the downtown area by one contractor, and the other for mowing, restrooms, and trash in the rest of the park system from another contractor. Both contractors have experience and infrastructure to provide the services requested. The preparation of the RFP was beneficial to help identify numbers and locations of trash receptacles (over 200) where we could adjust placement and numbers for more efficiency. After review of the proposals it was determined that keeping the larger turf areas internally for mowing and having the contractor mow the smaller turf areas in the system makes the most financial sense, saving approximately \$59,000 in annual costs. The total cost for providing contractor serviced trash, restroom, and mowing is \$561,000 annually. There is \$121,000 in the current parks budget for previous contractual services that would no longer be needed. These additional contracted services would allow us to eliminate seasonal employee costs of around \$134,000. Staff would like Council to consider allocating 1/2 of the 7.5% transfer from the Tourism Fund that is to be used for mitigating the effect of the tourism industry on City infrastructure

which would be approximately \$65,000. That would make the increase \$241,000 per year. Staff believes that this structure would enable us to provide a noticeably higher level of City-wide service and better keep up with continued increases in future demand by not replacing one or more full-time positions that come open from impending retirements, and potentially allocating those funds in a more efficient way.

In the immediate future these contracts will help maintain a satisfactory service level while the parks team operates from temporary headquarters and without certain equipment damaged in the recent fire. Replacement of equipment will differ somewhat based on whether or not we've outsourced these tasks. It should be noted that even with outsourced help our team will need to support the contractors, especially in the beginning as we integrate their activities into our regular workflow.

Legal Review:

Legal will approve contract terms.

Staff Recommendation:

Staff is recommending that we award RFP 2023-36P between the two compliant bidders, assign 50% of the 7.5% tourism transfer that offsets the impact of tourism to the contracts, and amend the budget accordingly. This recommendation may change between this work session and the evening agenda based on the outcome of the discussion.

1. Introduction

The City of Glenwood Springs (City) is soliciting proposals from qualified contractors (Contractor) for the following sections:

1. **Solid Waste Removal:** The collection of solid waste from individual containers within the City Parks and Public Spaces. (collectively referred to herein as “collection services”).
2. **Bathroom Cleaning:** The cleaning of bathrooms within City Parks.
3. **Turf Maintenance:** The turf mowing and trimming within City Parks.

The City may award a full or a partial contract as a result of this RFP. Contractors are welcome to bid on a single section or all sections of the RFP. The start date for services is to be set by mutual agreement between the City and Contractor and is anticipated to be in the Spring 2024.

2. General Information

The City maintains over 200 individual public waste containers in our parks, trails and public areas, bus stops and maintains 16 individual restrooms in 6 restroom facilities that are located in 5 Parks. The bathroom locations and quantities are as follows: Two Rivers Park (4), Veltus Park (4), Downtown (2), Axtell Park (2), Sayre Park (2), Sopris Ballfields (2). The turf mowing and trimming portion will include approximately 36 acres of turf in thirteen (13) separate parks. **(See Exhibit A)**

The Contractor selected must provide timely service for all solid waste removal, restroom cleaning, and mowing and trimming needs as well as assist the City in service adjustments over time to increase or decrease service depending on needs.

3. Basis of Proposal

Proposals submitted will be for the Contractor to provide for the exclusive collection of solid waste in the areas of the City as shown on **Exhibit B**. Contractor shall provide the following equipment and services:

Downtown. In all locations, manual labor is required for service, due to existing physical constraints. (See also below seasonal service requirements.)

Parks. Approximately 110 permanent waste bins are located in city park areas, on City property. In these locations, manual labor is required for service to the waste stations in the Parks system, but parking is available within walking distance of each station. (See also below seasonal service requirements.)

Trails. Approximately 36 permanent waste bins are located along the City and joint use trails. In these locations, manual labor is required for service to the waste stations along the public trail system, but parking is available within walking distance of each station. No contractor vehicles are allowed on trails. (See also below seasonal service requirements.)

Maintenance. Trash containers require once per month cleaning of the interior liner and the openings for disposal, by Contractor or subcontractor. Proposals should describe the Contractor's policy on maintenance. Trash containers require surface cleaning on an as-needed basis.

Seasonal Service Requirements. Due to the seasonal nature and popularity of our downtown, parks and trails, especially in summer, the City is looking for a Contractor able to service the areas more often in the summer and less often in the winter. The City desires a schedule that aligns with the following:

3.1 Trash

Summer Operations

Downtown

May 1st- September 30th

Monday, Wednesday, Friday (1 x per day) completed before 3 pm.
Trash receptacles = 40-45

Bethel

May 1st- September 30th

Monday, Wednesday, Friday (1 x per day) completed before 10 am
Saturday & Sunday (1 x per day) completed before 10 am).
Trash receptacles = 8-10

Parks

May 1st- September 30th

Monday, Wednesday, Friday (1 x per day) completed before 3 pm
Saturday & Sunday (1 x per day) completed before 3 pm).
Trash receptacles = 105-110

Trails

May 1st- September 30th

Monday, Friday (1 x per day) completed before 3 pm
Trash receptacles = 35-40

Bus Stops

May 1st- September 30th

Monday, Wednesday, Friday (1 x per day)
Trash receptacles = 20-25

Winter Operations

Downtown

October 1 – April 30th

Monday, Wednesday, Friday (1 x per day) completed before 10 am
Saturday (1 x per day) completed before 10 am).
Trash receptacles = 50-55

Parks

October 1 – April 30th

Monday, Wednesday, Friday (1 x per day) completed before 3 pm
Trash receptacles = 105-110

Trails

October 1 – April 30th

Monday, Friday (1 x per day) completed before 3 pm

Trash receptacles = 35-40

Bus Stops

October 1 – April 30th

Monday, Wednesday, Friday (1 x per day)

Trash receptacles = 20-25

3.2 Bathrooms

Proposals submitted will be for the Contractor to provide for the exclusive cleaning of bathrooms in the areas of the City as shown on **Exhibit B**. Contractor shall provide the following equipment and services Monday – Sunday, 8am – 12 pm.

Maintenance.

Daily Service: Clean toilets & urinals

Clean sinks

Scrub floors and hose out facility

Fill toilet paper

Fill paper towels

Fill soap dispenser

Sweep floor

Wet mop

Fill Air freshener as needed

Weekly Service:

Scrub floors and hose out facility

Clean trash cans

Wipe walls down

Summer Operations

Downtown & Parks

May 1st- September 30th

Monday – Sunday (1 x per day) completed before 12 pm

16 Individual Units

Winter Operations

Downtown

October 1st- March 30th

Monday – Sunday (1 x per day) completed before 12 pm

2 Individual Units

3.3 Mowing and Trimming

Proposals submitted will be for the Contractor to provide for the mowing and trimming of turf in the areas of the City as shown on **Exhibit B**. The turf mowing and trimming

portion will include approximately 36 acres of turf in thirteen (13) separate parks. Contractor will bid each of the 13 parks separately as shown in the attached Bid Schedule. Contractor shall provide the following services within the timeframe of Monday- Friday, 8am – 3 pm:

Weekly Service:

Mowing of turf areas

Trimming of areas

3.4 Term of Contract. The Contractor shall provide a proposal based on a three-year contract. Contractor shall provide and itemized quote with fixed pricing for all services, with an allowance for cost discussion every year throughout the term of the Contract.

3.5 Trash Materials. Contractor shall provide a dark, opaque bag liner in the collection and replacement of each trash bin service. Bag liner must be made from at least 75% post-consumer recycled plastic. With approval Contractor may choose to not use a liner. Preference will be given to contractors that can reduce the amount of plastic bag liners used. Contractor is required to deposit bagged/loose materials into the City of Glenwood Springs Landfill.

3.6 Bathroom Cleaning Materials. Contractor shall provide all cleaning materials to clean and disinfect bathrooms. Any plumbing or maintenance issues shall be reported to the city.

3.7 Toilet Paper and Paper Towels. Contractor shall provide all toilet paper and paper towels that meet the specifications of the City

3.8 Data Collection. The Contractor is responsible for submitting monthly reports to the City, outlining the total tonnage of trash collected through the service.

BD2023-0XX BID SCHEDULE - UPDATE

City of Glenwood Springs Parks - RFP for Contracted Services for Calendar Year

City of Glenwood Springs

2/26/2024

No.	QTY.	Unit	Description and Unit Price in Words	Unit Price	Total Price
1	12	LS	Summer season daily cleanding per bathroom including: man-hours, cleaning supplies,toilet paper, and paper towels. #NAME?	\$7,362.68	\$ 88,352.16
			(Lump Sum Price - Words)	(Numeric)	(Numeric)
	2	LS	Winter season daily cleanding per bathroom including: man-hours, cleaning supplies,toilet paper, and paper towels. #NAME?	\$7,793.75	\$ 15,587.50
			(Lump Sum Price - Words)	(Numeric)	(Numeric)
2	150	LS	Summer season weekly service of trash cans including: trash bags and monthly power wash cleaning of trash cans and liners. #NAME?	\$574.16	\$ 86,124.00
			(Lump Sum Price - Words)	(Numeric)	(Numeric)
	150	LS	Winter season service of trash cans including: trash bags and monthly power wash cleaning of trash cans and liners. #NAME?	\$797.03	\$ 119,554.50
			(Lump Sum Price - Words)	(Numeric)	(Numeric)
3	1	LS	Mowing & Trimming: City Hall - 101 8th St #NAME?	\$1,364.23	\$ 1,364.23
			(Lump Sum Price - Words)	(Numeric)	(Numeric)
4	1	LS	Mowing & Trimming: Veltus Park - 901 Midland #NAME?	\$12,278.05	\$ 12,278.05
			(Lump Sum Price - Words)	(Numeric)	(Numeric)
5	1	LS	Mowing & Trimming: Gregory Park - 155 Center Drive #NAME?	\$3,069.51	\$ 3,069.51
			(Lump Sum Price - Words)	(Numeric)	(Numeric)
6	1	LS	Mowing & Trimming: Brush Creek Mountain Park - 1000 Brush Creek Lane #NAME?	\$1,023.17	\$ 1,023.17
			(Lump Sum Price - Words)	(Numeric)	(Numeric)
7	1	LS	Mowing & Trimming: Centennial Park - 828 Grand Ave #NAME?	\$2,046.34	\$ 2,046.34
			(Lump Sum Price - Words)	(Numeric)	(Numeric)
8	1	LS	Mowing & Trimming: Rosebud Cemetery - 3420 Grand Ave #NAME?	\$40,926.84	\$ 40,926.84
			(Lump Sum Price - Words)	(Numeric)	(Numeric)
9	1	LS	Mowing & Trimming: Conservancy Park - 41087 Sky Ranch Dr #NAME?	\$4,092.68	\$ 4,092.68
			(Lump Sum Price - Words)	(Numeric)	(Numeric)

BD2023-0XX BID SCHEDULE - UPDATE

City of Glenwood Springs Parks - RFP for Contracted Services for Calendar Year

City of Glenwood Springs

2/26/2024

No.	QTY.	Unit	Description and Unit Price in Words	Unit Price	Total Price
10	1	LS	Mowing & Trimming: Sister Lucy Downey Park - 51183 Hwy 6 & 24 #NAME?	\$2,046.34	\$ 2,046.34
			(Lump Sum Price - Words)	(Numeric)	(Numeric)
11	1	LS	Mowing & Trimming: Axtell Park - 1102 Grand Ave #NAME?	\$2,046.34	\$ 2,046.34
			(Lump Sum Price - Words)	(Numeric)	(Numeric)
12	1	LS	Mowing & Trimming: Community Center - 100 Wulfsohn Rd #NAME?	\$9,278.05	\$ 9,278.05
			(Lump Sum Price - Words)	(Numeric)	(Numeric)
Total of All "A" Items (Complete Project):				\$	<u>387,789.71</u>



City Council
STAFF REPORT
City of Glenwood Springs
April 18, 2024

Agenda Item:	West Mountain Regional Housing Coalition Buy Down Program
Action Requested:	This work session item is included on the evening agenda so Council has the opportunity to take action if it chooses to. Otherwise, this item can be removed during agenda changes at the beginning of the meeting.
Department:	Economic and Community Development
Presented By:	Hannah Klausman, April Long
Strategic Goals:	Protect and Preserve our Quality of Life
Background Info:	The City of Glenwood Springs is a member of the West Mountain Regional Housing Coalition (WMRHC). The Coalition has drafted it's first program, which is a deed restriction purchase program. Municipal support is one component of the initial funding strategy for program launch. To date, Pitkin County, Snowmass Village, Carbondale, and Aspen have committed funding and Basalt is currently reviewing the proposal. WMRHC has included a memo and presentation attached to this report detailing the program specifics and funding request for City Council discussion.
Issues:	The West Mountain Regional Housing Coalition's (WMRHC) deed restriction purchase program provides a mechanism to convert open-market housing into deed-restricted housing, ensuring affordable housing for working locals in perpetuity. The program essentially bridges the gap for a qualified buyer between what is available on the market and what is affordable by providing significant funds at closing towards the purchase of permanent price-capped deed restriction on the property. The primary goal of the program is to increase the inventory of permanently affordable housing for home ownership without building new units. By working within the open-market, the Program will preserve existing housing by removing it from the free-market, creating a sub-market for local workforce to attain home ownership. This will increase home ownership opportunities, long-term housing stability, and community stability and decrease pressure on rentals currently occupied by those that could afford home ownership. Because eligibility for this program does not specify type of work, employer, or employment location (other than within the boundaries of the WMRHC region) it will increase mobility and resiliency of local workforce and offers opportunity for those that have worked in the area for many years to maintain home ownership through retirement. The Program will be administered by the West Mountain Regional Housing Coalition.
Fiscal Impact:	The level of support is up for Council discussion. It is important to note that given program parameters, the funding would not be able to come from the dedicated 2C affordable housing fund. There is the possibility in the future to commit 2C funding towards program participants that do meet 2C parameters to match Coalition funding.
Legal Review:	Not applicable at this time.
Staff Recommendation:	Staff defers to Council.

WEST MOUNTAIN REGIONAL HOUSING COALITION

PITKIN COUNTY | ASPEN | SNOWMASS VILLAGE | BASALT | CARBONDALE | GLENWOOD SPRINGS | EAGLE COUNTY
COLORADO MOUNTAIN COLLEGE | ROARING FORK TRANSPORTATION AUTHORITY

MEMO

From: West Mountain Regional Housing Coalition

To: Glenwood Springs City Council

Re: Introduction to West Mountain Regional Housing Coalition and Good Deeds Program

Date: April 11, 2024

West Mountain Regional Housing Coalition will introduce the organization and seek support for its premier program for affordable home ownership – Good Deeds.

BACKGROUND

Like many regions throughout the state and resort communities across the nation, the Roaring Fork region is experiencing significant housing issues. While many of our local governments and large employers have been working diligently in affordable housing for quite some time, the region's housing needs continue to outpace its solutions. Two local organizers, David Myler and Bill Lamont, had an idea in 2018 to create a regional housing authority to fund housing initiatives. Due to lack of political will and eventually the pandemic, efforts to create a regional organization were not successful at that time. However, in 2019, the grassroots group was able to secure a small amount of funding from local governments to develop a Greater Roaring Fork Regional Housing Study that provided a housing needs assessment with staggering results.

Following the results of the Housing Study and a follow-up Housing Data Supplement, the ad-hoc group was formally established as a nonprofit organization in the spring of 2022 – West Mountain Regional Housing Coalition (WMRHC or Coalition). With \$10,000 of initial investment from each of its eight members in 2022 and again in 2023, the Coalition has held monthly meetings, completed a Strategic Operations Plan, applied for and been awarded \$150,000 in state grants, and in September of 2023 hired its first, part-time staff person.

The WMRHC Strategic Operations Plan clearly identifies the Coalition's values, target population, approach, and goals and strategies for the Coalition through 2026. Those goals, in general, are to increase the amount of housing available to locals, increase the number of households benefitting from housing assistance, secure funding to provide housing programs, and to establish a strong, durable organization that supports the region.

WEST MOUNTAIN REGIONAL HOUSING COALITION

PITKIN COUNTY | ASPEN | SNOWMASS VILLAGE | BASALT | CARBONDALE | GLENWOOD SPRINGS | EAGLE COUNTY
COLORADO MOUNTAIN COLLEGE | ROARING FORK TRANSPORTATION AUTHORITY

With the addition of staff and the reliance on data-supported solutions, the Coalition will now work towards creation and implementation of three priority programs – Buy Down, Rental Assistance, and ADU Support – as well as continuing the work necessary to securely establish the new organization in this region.

DISCUSSION

Glenwood Springs has been a member of the West Mountain Regional Housing Coalition since its initial formation and inception as a 501c3 organization, with Hannah Klausman serving as the City's representative on the board since 2022 and Shelley Kaup representing Roaring Fork Transportation Authority since January 2024. The regional organization is proving to be a model for effective regional collaboration and is setting a vision for partnership and alignment across governments, nonprofit organizations, and private businesses that has the potential to deliver an innovative approach to housing. Part of this vision includes the implementation of a new program that will provide funding towards the conversion of free market housing into permanent deed restricted affordable housing to serve the regional workforce.

This program is intended to allow the WMRHC to make a payment towards the purchase price of a residential property in exchange for the recording of a price-capped deed restriction on the property in perpetuity. The payment will be applied at closing to reduce the principal on the first mortgage loan. The service area for the program is regional and available for use on properties anywhere in Pitkin and Garfield Counties.

WMRHC staff will provide further details about the organization and the program and will be available to answer questions from City Council. Following the presentation by WMRHC, Glenwood Springs staff will support Council in discussing a suggested contribution of \$200,000 towards the new program.

To date, Pitkin County, Snowmass Village, Basalt, and Carbondale have made commitments towards the program. A specific funding committee has also been working on creating funding mechanisms for employers and area philanthropic organizations with promising feedback and participation from area employers.

West Mountain Regional Housing Coalition to Glenwood Springs City Council

April 18, 2024

April Long, Programs Director



West Mountain Regional Housing Coalition

Established 2022

Mission

We believe a regional approach that leverages the skills and resources of our communities is the foundation for increasing affordable housing.

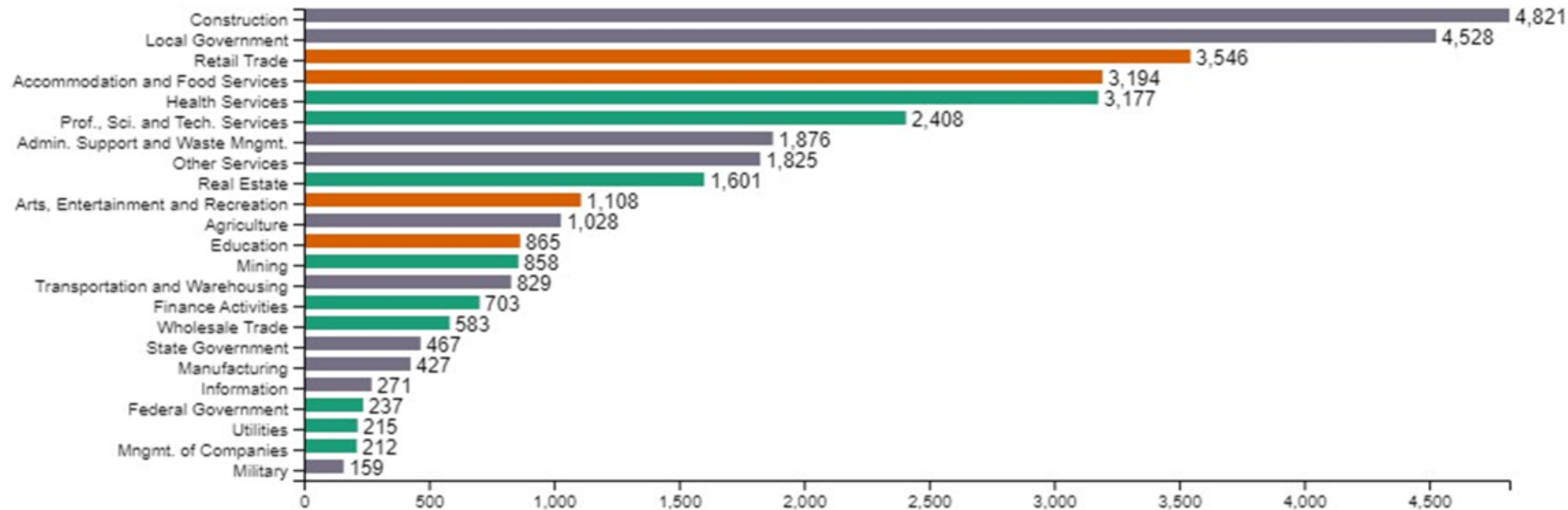
Structure

The West Mountain Regional Housing Coalition serves the Roaring Fork and Colorado River Valleys as a tax-exempt, Colorado 501(c)(3) nonprofit corporation.

Membership

City of Glenwood Springs
Town of Carbondale
Town of Basalt
Town of Snowmass Village
City of Aspen
Eagle County
Pitkin County
Colorado Mountain Local College District
Roaring Fork Transit Authority

Jobs by Sector: Garfield County, 2022



34,938 Total Estimated Jobs

\$59,979 Average Annual Wage

2022 Employment Share by Wage

Low Wage Jobs: (Less Than \$47,983) 24.9%

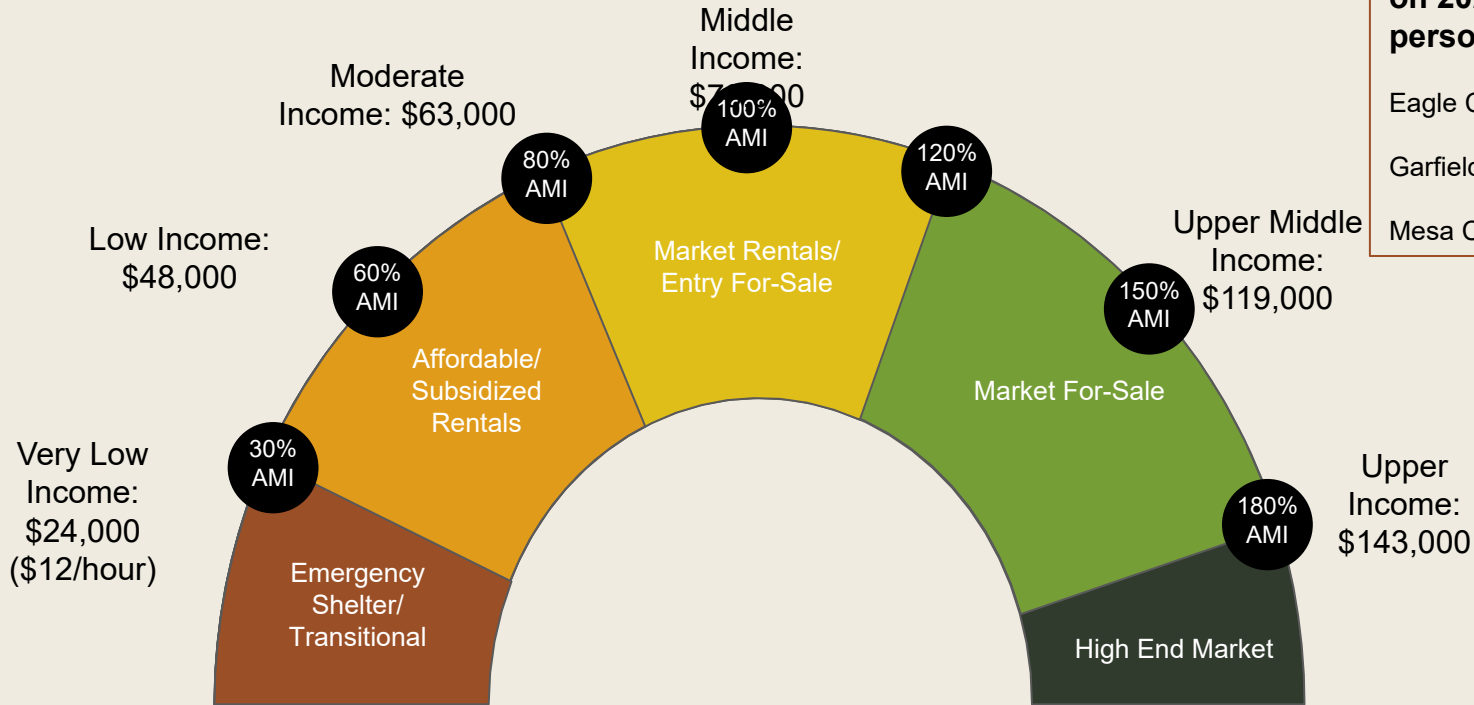
Mid Wage Jobs: (\$47,983 to \$71,975) 46.5%

High Wage Jobs: (More Than \$71,975) 28.6%

Top 5 Job Sectors:

- Construction
- Local Government
- Retail Trade
- Accommodation and Food Service
- Health Services

Housing Continuum



These incomes are based on 2023 Garfield County 2-person households.

Eagle County 100% AMI: \$95,000

Garfield County 100% AMI: \$80,000

Mesa County 100% AMI: \$70,000

Affordable Home Price Points



100% AMI \$89,300-
\$109,200

Garfield
County

\$282,600

Median price:
\$885k



200% AMI \$198,400
-\$205,800

\$508,600



300% AMI \$297,600
-\$308,700

\$847,700

Pitkin
County

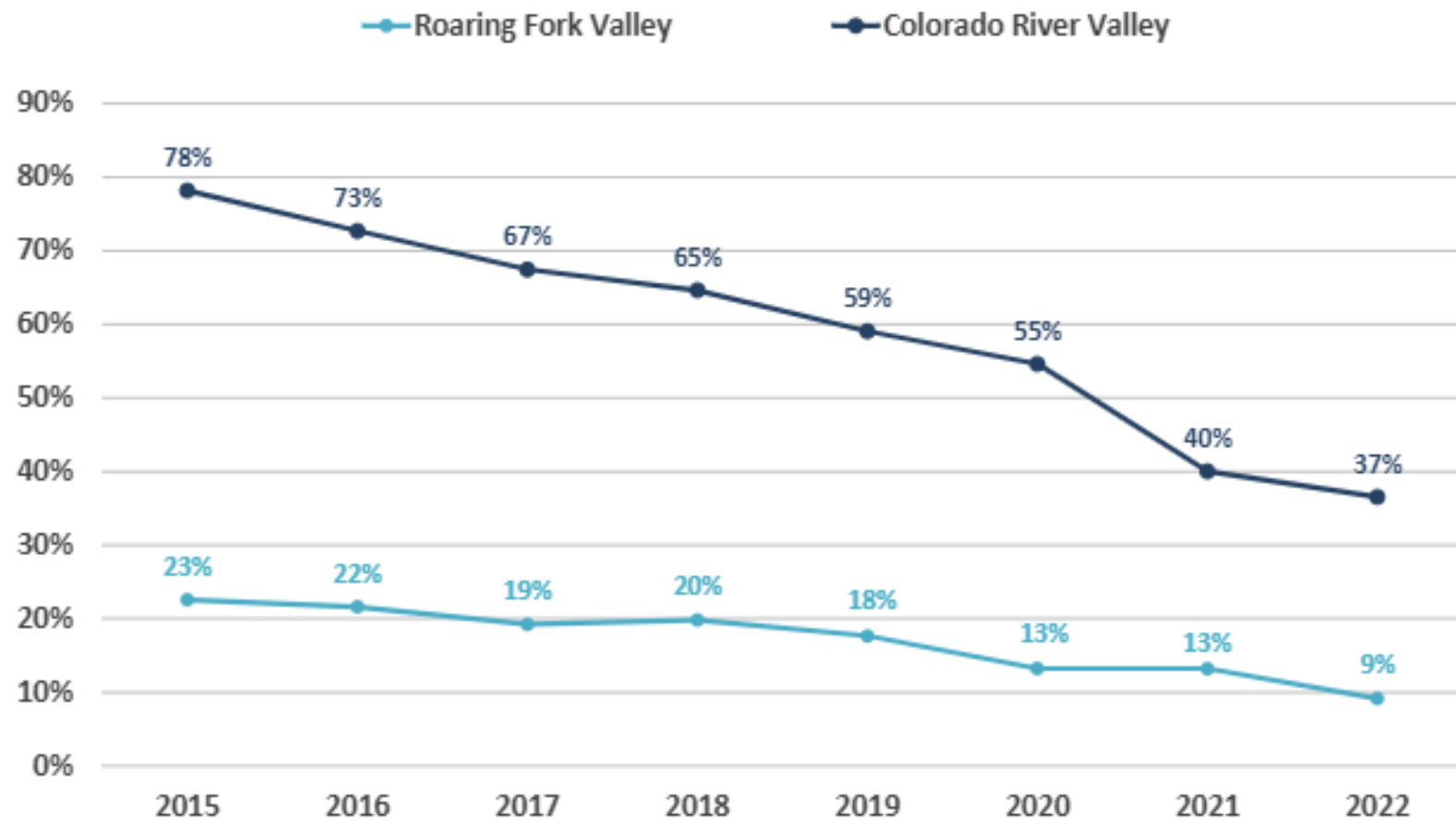
\$325,600

Median price:
\$3M

\$651,200

\$976,800

Figure 9. Percentage of Home Sales Affordable to a Household at Median Wage



Home values in Glenwood Springs, CO ⓘ

Glenwood Springs is a city in Colorado. There are 70 homes for sale, ranging from \$165K to \$11M.

\$899K

Median listing
home price

\$462

Median listing home
price/Sq ft

\$900.3K

Median sold home
price

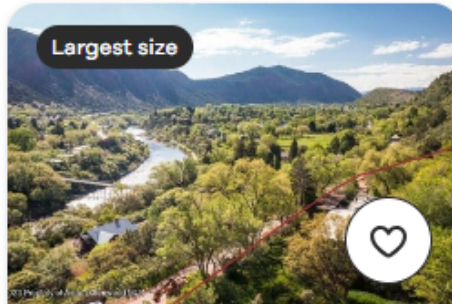
Real estate highlights in Glenwood Springs, CO



\$165,000

1 bed 1 bath 330 sqft

Tbd County Road 115
Glenwood Springs, CO, 81601



\$1,645,000

7 bed 6 bath 4,601 sqft

773 County Road 117
Glenwood Springs, CO, 81601



\$165,000

1 bed

Tbd Co
Glenw

Glenwood Springs



Home values in Garfield County, CO ⓘ

Garfield County is a county in Colorado and consists of 12 cities. There are 410 homes for sale, ranging from \$69.9K to \$15.9M.

\$885K

Median listing
home price

\$429

Median listing home
price/Sq ft

\$601.9K

Median sold home
price

Real estate highlights in Garfield County, CO



\$165,000

1 bed 1 bath 330 sqft

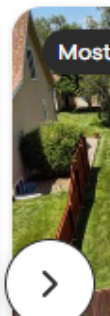
Tbd County Road 115
Glenwood Springs, CO, 81601



\$1,995,000

9 bed 8.5 bath 8,314 sqft

4730 County Road 335
New Castle, CO, 81647



\$69

7,841

144 W
Parac

Garfield County



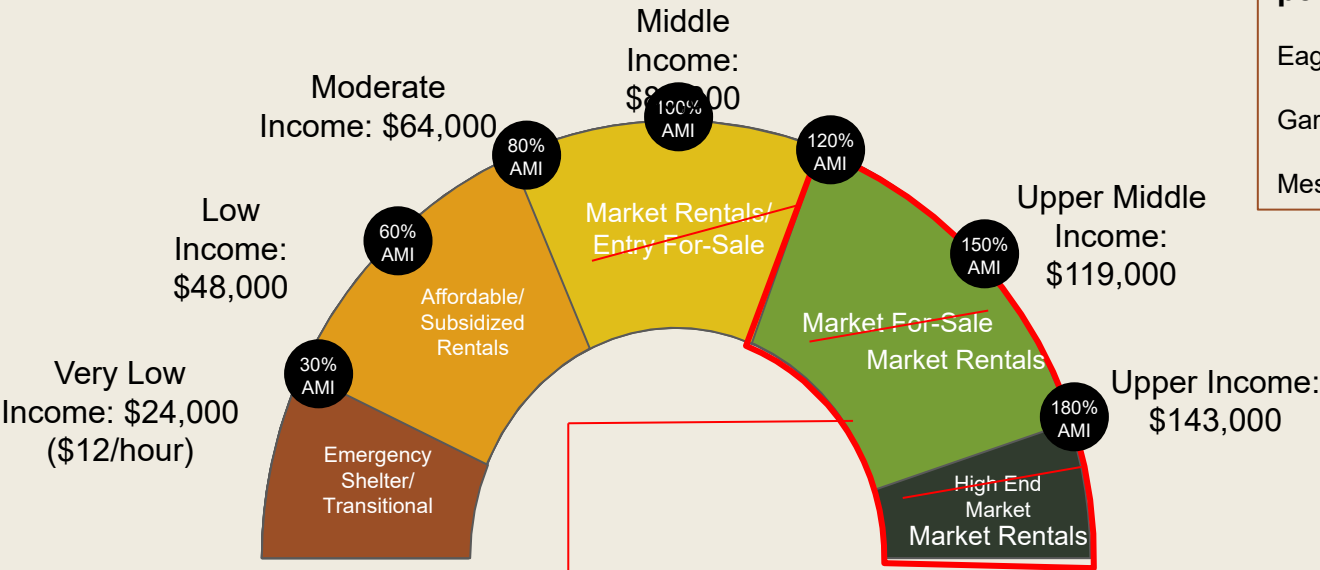
Housing Continuum

These incomes are based on 2023 Garfield County 2-person households.

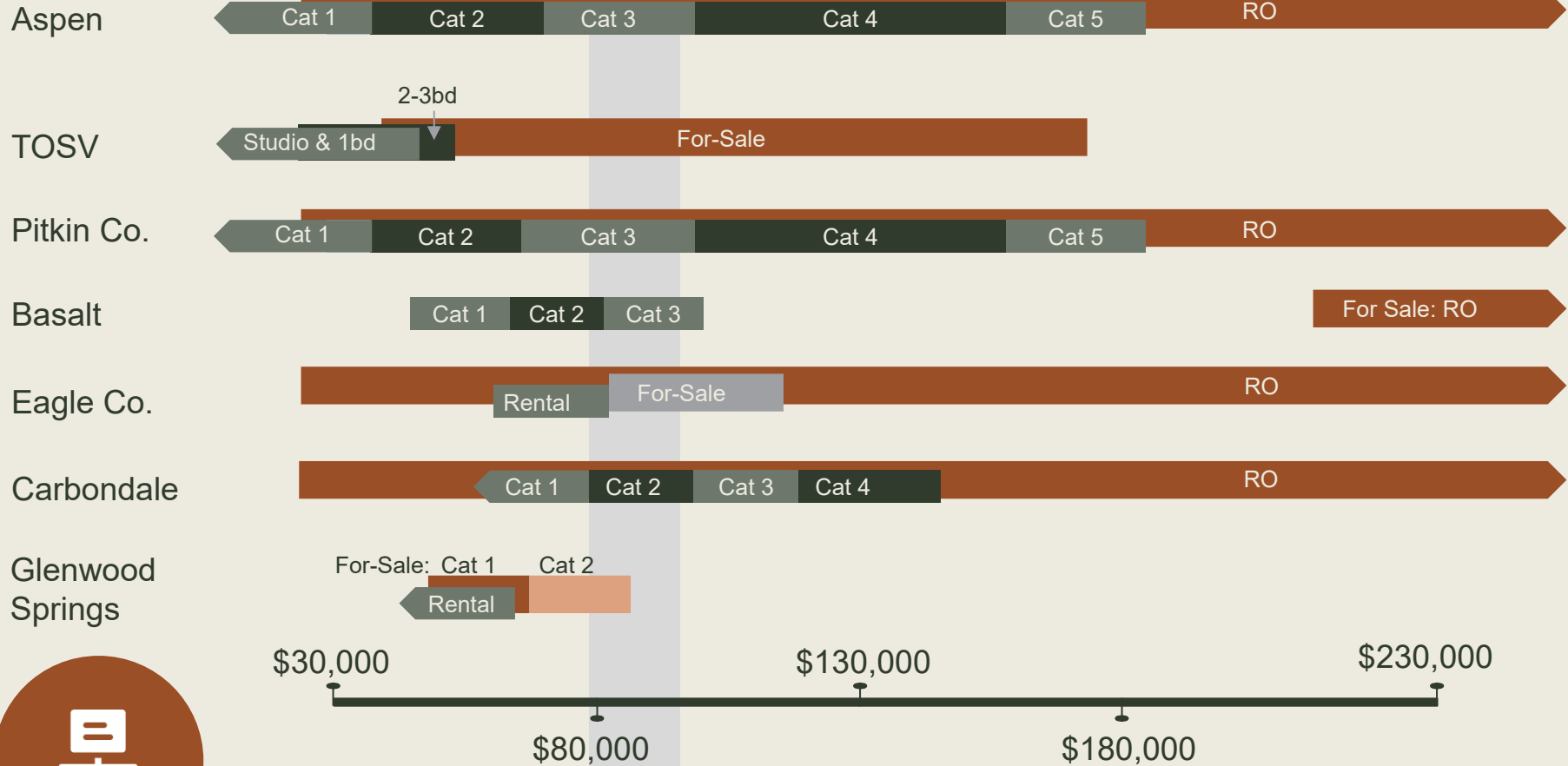
Eagle County 100% AMI: \$95,000

Garfield County 100% AMI: \$80,000

Mesa County 100% AMI: \$70,000



Those that should be in homeownership are in the rental market



WMRHC: Development Neutral Pilot Programs

Renters



Rental Funds Support

First and last month's rent
(grant or loan) to support an
individual/family in securing
a new rental

Homeowners



ADU Incentive Program

Support for adding
additional workforce
housing to an existing
property

Home Buyers



Deed
Restriction
Program

Introducing: **Good Deeds**



Bridging the gap between what is available on the market and what is affordable to a working local.

Program Goals:

1) Increase the supply of affordable housing in region

- Convert free market homes into affordable homes by buying a permanent deed restriction

1) Help local workers into home ownership

- Offer 30% of purchase price at closing so home buyer gets home at 70% of asking price

Introducing: **Good Deeds**



Who qualifies?

Local workforce! Anyone working full time for an employer in Garfield, Eagle or Pitkin Counties.

What are the requirements?

- Primary residence, no rentals
- Maintain full-time work for local employer, re-qualify annually
 - can retire after 10 years of local work and retirement age
- Own no other residential property
- Limited to, but guaranteed, 3% simple interest annually
 - Capital improvements accepted

Introducing: **Good Deeds**



Home Details:

A qualified buyer locates a for sale, free market home in either Garfield, Eagle or Pitkin County that has a maximum purchase price as follows:

Pitkin (upvalley of and including Basalt): \$1,500,000

Garfield (upvalley of and including Glenwood): \$1,200,000

Garfield (remainder): \$800,000

Eagle: Will match our guidelines

WMRHC's Contribution:

30% of the contracted purchase price in exchange for a price-capped deed restriction on the property.

FAQ's



Is there an income cap? No.

Our primary goal is to increase the inventory of deed restricted housing.

Secondary goal is to support mid to high earners in owning a home and exiting the rental market. Data shows that almost no one working locally can afford a home locally, and the price-cap on the deed is a deterrent for those who can.

How were price caps and %'s calculated?

Ideally workers would live close to where they work. The upvalley market must be subsidized more to make this possible.

Why fund this when there is not a guaranteed ROI back to organizations?

Your organization (and your employee) needs a community, not just a house. Not all employers can provide housing and our existing housing programs can't provide enough for the whole community. Linking housing directly to an employer creates an inflexible and stuck workforce. WMRHC is focused on a resilient regional workforce.

\$\$ Funding Strategies \$\$

Local Governments are taking the lead —----- Goal = \$3 million

- Pitkin County - \$2 million
- Carbondale - \$100K
- Snowmass - \$250K
- Aspen - \$450K

Philanthropic Match —----- Goal = \$3 million

Employee Investment Trust —----- Goal = TBD

\$3 million = 7 - 15 homes

\$6 million = 15 - 30 homes

How much does it cost to build 30 homes right now?

How long would that take?



Questions?

April Long - april@wmrhousing.org



WEST MOUNTAIN REGIONAL HOUSING COALITION

Good Deeds

Regional Deed Restriction Purchase Program

Program Guidelines

The West Mountain Regional Housing Coalition's (WMRHC) deed restriction purchase program, Good Deeds, provides a mechanism to convert free-market housing into deed-restricted housing, safeguarding affordable housing for working locals in perpetuity. The program essentially bridges the gap for a qualified buyer between what is available on the market and what is affordable by contributing funds at closing towards the purchase of a deed restriction on the property.

The primary goal of the program is to increase the inventory of affordable housing for home ownership without building new units. By working within the open-market, the Program will make existing housing attainable by subsidizing the sale, adding and deed restriction, thus removing it from the free-market and creating a sub-market for local workforce to afford home ownership. This will increase home ownership opportunities, community and workforce stability, long-term housing stability, and decrease pressure on rentals currently occupied by those that could afford and desire home ownership. Because eligibility for this program does not specify type of work, employer, or employment location (other than within the boundaries of the WMRHC region) it will increase mobility and resiliency of local workforce and offers opportunity for those that have worked in the area for many years to maintain home ownership through retirement.

The Good Deeds Program will be administered by the West Mountain Regional Housing Coalition pursuant to the guidelines set forth below.

Purpose of Program	This program is intended to provide a mechanism for the WMRHC to make a payment towards the purchase price of a residential property in exchange for the recording of a price-capped deed restriction on the property in perpetuity. The payment will be applied at closing to reduce the principal on the first mortgage loan.
Service Area	Available for use on properties located anywhere in Pitkin and Garfield Counties. Those located in West Eagle County can

	participate in a similar program offered by Eagle County Housing Authority called Good Deeds.
Eligible Households	Applicants must show proof of employment within the WMRHC service area for an average of 1400 hours per year. Applicants must show at least 75% of these hours are worked for a business that has a physical location and principal place of business in Pitkin, West Eagle, or Garfield Counties. Those working more than 25% of time remotely for out-of-region employers are not eligible. Self-employed applicants must also show proof of a business license attached to a principal business location that is within the service area and that a majority of clients are located in the service area. After purchase, a household can remain eligible through retirement for those individuals that show proof of employment, as described above, for at least 10 years immediately prior to federal retirement age. After purchase, a household can remain eligible following a disability for those individuals that show proof of employment, as described above, for at least 4 years immediately prior to disability.
Eligible Properties	Single family homes, condominiums, townhomes, duplexes, modular homes, or manufactured homes on a permanent foundation taxed as real property within the jurisdictional boundaries of Pitkin County, Garfield County and western Eagle County that are not currently encumbered by a deed restriction, right of first refusal, occupancy requirement, Land Use Regulatory Agreement, or similar program.
Maximum Purchase Price of Property	\$1,500,00 in Pitkin County, including or up valley of Basalt (e.g. not in Redstone or Thomasville) \$1,200,000 in Garfield County, including and up valley of Glenwood Springs \$800,000 in remainder of Garfield County
Maximum Contribution Amount	The WMRHC will contribute 30% of the contracted purchase price to the purchase of a price-capped deed restriction on that property. The payment will be applied at closing to reduce the principal on the first mortgage loan.

Buyer Down Payment	A minimum down payment of 3% contributed by the Buyer towards the purchase price of the property is required. Buyers are permitted to access down payment assistance programs from other entities or sources.
Deed Restriction	In exchange for the payment set forth above, a price-capped deed restriction will be recorded against the property at the time of closing with the County Clerk and Recorder's office. The deed restriction shall govern the future use and transfer of the property to an Eligible Household in perpetuity.
Price Capped	Appreciation is 3% simple interest annually (not compounding).
Term	The deed restriction is perpetual and runs with the property and any/all future resale transactions. The property must remain the primary residence of any Buyer and Buyer agrees to recertify their eligibility as an Eligible Household no less than every other year. Those deemed ineligible will be required to sell.
Primary Residence	Buyer is required to use the property as a primary residence, as defined by overnight occupancy no less than 8 months out of the year. Short-term rentals are not allowed.
Other Real Estate	Buyer may not own any other residential real estate or residential property at the time of purchase or for the period the Buyer owns the deed restricted property, regardless of the location of the other property.
Recertification	Buyers must certify their eligibility as an Eligible Household no less than biannually.
Pre-qualification	Potential buyers must receive a pre-qualification letter from WMRHC prior to applying for funds. Pre-qualification requires proof as an eligible household. The pre-qualification letter will be considered valid for the calendar year. Pre-qualification letters can be used by buyers as indicators of WMRHC interest in purchasing a deed restriction at 30% of the contract price on an eligible home.
Application	Buyer shall find and locate an eligible property available for purchase, enter into contract on proposed property, and submit an application. Applications require a fully executed Contract to Buy and Sell Real Estate and are received on a first come, first served basis to be time and date stamped in order of completed

	applications. Applications will be approved at the discretion of the Program Administrator, subject to program guidelines and available funds. A complete application must include: a fully executed Contract to Buy and Sell Real Estate, proof of eligible household (see pre-qualification), proof of current employment at a business located in Pitkin, Garfield or Western Eagle County, photo ID, tax return, loan application, other income and asset documentation, pre-qualification letter from a lender, and/or other financial documents as listed on the application at time of applying.
Applicability	All aspects of the Program eligibility and approval are at the sole exclusive discretion of the WMRHC Board of Directors and subject to these Guidelines and availability of funds. These Guidelines may be amended from time to time to effectuate the intent and goals of the Program, and, except for the provisions of prior recorded Deed Restrictions or other documents, shall be binding upon Program participants. Applications may be denied based on the physical condition of the proposed property, concerns with the purchase agreement, or a determination that the deed restriction purchase is not in the best interest of the WMRHC.
Future Resale	Neither the Program Administrator or WMRHC shall facilitate the resale of any price-capped deed restricted units, but shall approve all future buyers for lottery consideration. No transactional brokerage sales fee will be due to WMRHC. Customary closing costs will be borne by each party. WMRHC reserves right of first refusal to purchase the property.
Program Administrator	The WMRHC or other as assigned by WMRHC.
More information	A more detailed document will be developed to support these guidelines. www.wmrhousing.org



These Guidelines are subject to change based on availability of funds, conditions of property and market conditions. WMRHC does not discriminate based on race, color, sex, religion, handicap, familial status, sexual orientation, gender identity, or national origin.

211 Midland Avenue, Suite 201 Basalt, CO 81621 970.948.4150 WMRHousing.org

Glenwood Springs – Main Office

201 14th Street, Suite 200
P. O. Drawer 2030
Glenwood Springs, CO 81602

Aspen

0133 Prospector Rd.
Suite 4102J
Aspen, CO 81611

Montrose

1544 Oxbow Drive
Suite 224
Montrose, CO 81402

Office: 970.945.2261

Fax: 970.945.7336

[****Direct Mail to Glenwood Springs***](#)

DATE: April 12, 2024
TO: Glenwood Springs Mayor and Council
FROM: Karp Neu Hanlon, P.C.
RE: Use of Executive Session

At the April 4th work session Council gave direction to create a pilot program for mobile service and retail businesses. Based on that direction, staff is proposing the attached 12-month pilot program set forth in Resolution 2024-18 to allow for a limited number of businesses with limited duration. Staff anticipates providing an update on the program at 6 and 12 months to see if there is both interest and if it meets a need in the community. As drafted, all decisions on permits would be made by Council. Requiring Council review and approval will add Community Development Department staff time to prepare packet materials for Council meetings. An alternative would be for Community Development Staff to review and approve the permit comparable to other longer duration temporary permits.

RESOLUTION 2024-18

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF GLENWOOD SPRINGS, COLORADO, ESTABLISHING A SHORT-TERM PILOT PROGRAM REGARDING MOBILE SERVICE AND RETAIL BUSINESSES.

WHEREAS, the City of Glenwood Springs (City) does not currently permit mobile service and retail businesses to operate for more than three 14 day periods per year; and

WHEREAS, the City does allow for longer periods for other types of mobile or temporary business; and

WHEREAS, the City Council of the City of Glenwood Springs wishes to establish a short-term pilot program regarding mobile service and retail businesses to determine if they are appropriate for the City.

NOW, THEREFORE, IT IS RESOLVED BY THE CITY COUNCIL OF THE CITY OF GLENWOOD SPRINGS, COLORADO, THAT:

Section 1. The above recitals are hereby incorporated as findings by the City Council of the City of Glenwood Springs.

Section 2. From May 1, 2024, to April 30, 2025, the City hereby establishes a pilot program regarding mobile service and retail businesses as provided for herein.

Section 3. Each mobile service and retail businesses may apply for a one-time six-month license to be approved by City Council that may be renewed one time by City Council but in no event shall any permit issued pursuant to the pilot program extend past April 30, 2025.

Section 4. Each mobile service and retail business shall meet all the requirements of GSMC 050.030 as applicable and determined by the Community Development Director.

Section 5. No mobile service or retail business may operate on public property including but not limited to parks, streets, rights of way and other vacant City owned property.

Section 6. Each six-month permit shall be \$500.00.

Section 7. No more than five permits may be active at any one time under the pilot program.

Section 8. The City Manager is directed to develop such application forms and materials as may be needed to implement the pilot program.

INTRODUCED, READ, AND PASSED THIS ____ DAY OF _____ 2024.

CITY OF GLENWOOD SPRINGS, COLORADO

Ingrid Wussow, Mayor

ATTEST:

Ryan Muse, City Clerk



City Council
STAFF REPORT
City of Glenwood Springs
April 18, 2024

Agenda Item: City Manager

Action Requested:

Department: City Clerk

Presented By:

Strategic Goals:

Background Info:

Issues:

Fiscal Impact:

Legal Review:

Staff Recommendation:



City Council
STAFF REPORT
City of Glenwood Springs
April 18, 2024

Agenda Item: City Attorney

Action Requested:

Department: City Clerk

Presented By:

Strategic Goals:

Background Info:

Issues:

Fiscal Impact:

Legal Review:

Staff Recommendation:



City Council
STAFF REPORT
City of Glenwood Springs
April 18, 2024

Agenda Item: Correspondence Incoming/Outgoing

Action Requested:

Department: City Clerk

Presented By:

Strategic Goals:

Background Info:

Issues:

Fiscal Impact:

Legal Review:

Staff Recommendation:



City Council
STAFF REPORT
City of Glenwood Springs
April 18, 2024

Agenda Item: Council Social Event Location

Action Requested:

Department: City Clerk

Presented By:

Strategic Goals:

Background Info:

Issues:

Fiscal Impact:

Legal Review:

Staff Recommendation:



City Council
STAFF REPORT
City of Glenwood Springs
April 18, 2024

Agenda Item: Adjournment

Action Requested:

Department: City Clerk

Presented By:

Strategic Goals:

Background Info:

Issues:

Fiscal Impact:

Legal Review:

Staff Recommendation: