BOARD OF COUNTY COMMISSIONERS BUSINESS MEETING
TUESDAY, JULY 22, 2025
AGENDA

Tuesday, July 22, 2025 **1:30 PM** **Hearing Room**

Invocation – Jason Van Divier

1:30 PM

1. Call to Order

a. Pledge of Allegiance

b. Attorney Certification of Agenda

c. Commissioners Disclosure for Items on This Agenda

2. Ceremonies/Proclamations

a. 2025 Older Adult Initiative Grant Recognition.
Jennifer A. D'Ambrosio — *Community Services*

Attachments: OAI Grant Recognition Staff Report

3. Consent Agenda

a. Approval of Business Meeting Minutes from July 8, 2025.

Attachments: Minutes Business Meeting 07.08.2025

b. Approval of Vouchers July 15, 2025
Andrew Copland, Director of Finance — *Finance Department*

Attachments: 07.15.25 BOCC

c. Approval of Vouchers July 22, 2025
Andrew Copland, Director of Finance

Attachments: 07.22.25 BOCC

d. Fee Waiver Request in the Amount of $75.00 for the Highlands Ranch High School Falcon Family Committee Picnic at Highland Heritage Regional Park.
Steve Shoultz, CPRE, Assistant Director of Parks, Trails & Building Grounds — *Department of Community Development*

Attachments: HRHS Picnic_Fee Waiver 1 (1)

e. Grant Award from the Colorado Department of Military and Veterans Affairs to the Douglas County Veterans Service in the Amount of $10,000.00 for the State Fiscal Year beginning July 1, 2025, through June 30, 2026.
Chris Maes, Supervisor Veterans Services Office — *County Administration*

Attachments: VAG26-19 Douglas County Award Letter (1)
SmallDollarGrantAwardTermsConditions (1)

f. Grant Agreement for Older Adult Resource Navigation Between Douglas County and Aging Resources of Douglas County in the Amount of $305,978.00.
Jennifer A. D'Ambrosio, Community Programs Coordinator — *Community Services*

Attachments: ARDC OAI Resource Navigation Staff Report

g. 2026 Colorado Department of Transportation Federal Transit Administration 5310 Grant Application in the Amount of $269,175.00 with a Required Local Contribution of $269,175.00 for a Project Total of $538,350.00.
Ryan Arthur, Community Programs Coordinator — *Community Services*

Attachments: 2026 CDOT FTA 5310 Application Staff Report_2

h. 2025-2026 Denver Regional Council of Governments Federal Transit Administration 5310 Grant Contract in the Amount of $270,747.00 with a Required Local Contribution of $67,687.00 for a Project Total of $338,434.00.
Ryan Arthur, Community Programs Coordinator — *Community Services*

Attachments: 2025 DRCOG FTA 5310 Contract Staff Report

i. State Historical Fund Grant Agreement for Greenland Post Office Restoration in the Amount of $168,006.00 and a County Contribution of $56,003.00.
Brittany Cassell, Curator — *Department of Community Development*

Attachments: Staff Report - SHF Grant Approval GPO

j. Memorandum of Understanding Between Douglas County and the Douglas County Community Foundation to Administer the Philip S. Miller Grant.
Kim Smith, Community Programs Coordinator — *Community Services*

Attachments: MOU Staff Report 07-22-25

k. EdgeConneX Holdings, Inc. - Economic Development Incentive Request for a Fee Waiver in the Amount of $99,886.46, Project Number ED2025-003.
Lauren Pulver, Planning Supervisor — *Department of Community Development*

Attachments: BCC Staff Report - EdgeConneX Holding, Inc - ED Fee Waiver Request.pdf

l. Intergovernmental Agreement with Health Care Policy and Financing for Medicaid Incentives in the Amount of $160,561.15.
Ruby Richards, Human Services Director — *Human Services*

Attachments: HCPF-County Incentives- 2025-2026

m. Purchase Order Request and Master Services Agreement with Beacon Communications (County Approved Vendor) in the Amount of $171,800.00.
Brandon Lenderink, Emergency Management Deputy Director — *Emergency Management*

Attachments: Beacon MSA

n. Insight / Broadcom VMWare Maintenance Renewal In the Amount of $123,749.12.
Jim Brown, Chief Technology Officer — *Information Technology*

Attachments: Insight VMWare Cloud 2025 123,749.12 QUOTE 0228583479

o. ANM Network Life Cycle Refresh for the Justice Center in the Amount of $466,186.79.
Jim Brown, Chief Technology Officer — *Information Technology*

Attachments: ANM Lifecycle Network Refresh 466186.79 QT-000095989, QT-000095981 Lifecycle Refresh

p. Public Contract for Services with Kimley Horn and Associates, Inc. (Kimley Horn) for the Zebulon Sports Complex - Phase 1 Site Civil Project, for the Total Amount of $410,000.00, Douglas County Project Number SP 2025 - 018.
Sean P. Owens, P.E., Special Projects Manager — *Department of Public Works Engineering*

Attachments: Contract Kimley Horn - Zebulon Phase 1

q. Public Contract for Services to Benesch for Professional Services for the Chambers Road and Lincoln Avenue Intersection Improvements Project, for the Amount of $650,000.00, Douglas County Project Number CI 2024-024.
Brolin Bundy, P.E., Capital Improvements Project Manager — *Department of Public Works Engineering*

Attachments: PCS Contract Benesch-Chambers Rd and Lincoln-Brolin B

r. Public Contract for Services with HDR Engineering, Inc. for the US 85 and Ron King Trail Access Project, for a Total Amount of $300,000.00, Douglas County Project Number CI 2025-020.
Brolin Bundy, P.E., Capital Improvements Project Manager — *Department of Public Works Engineering*

Attachments: Contract-HDR-US85-Ron-King-Access-Brolin B

s. Change Order No. 2 with Brannan Sand and Gravel Company, LLC for the 2025 Asphalt Overlay Project, in the Amount of $365,000.00, Douglas County Project Number CI 2025-003.
Amy Strouthopoulos, P.E., Pavement Management Supervisor — *Department of Public Works Engineering*

Attachments: Contract Change Order - Brannan Sand and Gravel - Parks Dept mill overlay portion-2025 Asphalt Overlay-Amy S CI2025-003

t. Ratify Letter to Sterling Ranch CAB regarding First Amendments to the Sterling Ranch Metro Districts Service Plans.
Jeffrey Garcia, County Attorney — *County Attorney*

Attachments: Sterling Ranch Service Plan Letter

u. 2025-2026 Property, Boiler & Machinery, Cyber and Pollution Insurance Renewal
Megan Datwyler, Risk Manager — *Risk Management*

Attachments: APIP Invoice 25_26

4. Regular Agenda

a. Parks, Trails, Historic Resources (PTHROS) and Open Space Sales Tax Funding Request for Cherokee Ranch and Castle Foundation in the Amount of $575,000.00.
Kati Carter, AICP, Assistant Director of Planning Resources
Dan Dertz, Director of Open Space and Natural Resources — *Department of Community Development*

Attachments: BCC Staff Report - PTHROS Sales Tax Funding Agreement with CRCF (1)

b. Commercial Lease Agreement Between Douglas County Board of County Commissioners and Sedalia Land Company for Leased Property at 6046-6142 US Highway 85, Sedalia, CO 80135.
Tim Hallmark, Director, FFESS — *Facilities and Fleet & Emergency Support Services*

Attachments: Draft Exhibit A - Lease Premises(33967031.1)
Clean Draft Lease Agreement Sedalia Land(33629805.7)

c. Purchase Order to Complete Solutions Consulting International Inc. (CSCI) in the Amount of $1,602,921.00 for Purchase of Biomass Energy Techniques Pyrolysis Rotating Drum Model BET31-PRD for the Proposed Douglas County Biochar Facility.
Dan Roberts, Assistant Director, Operations — *Public Works Operations*

Attachments: Equipment Proposal - BET31-PRD - Biochar

d. Purchase Order to Complete Solutions Consulting International Inc. (CSCI) for the Purchase of a Feedstock Handling System for the Proposed Douglas County Biochar Facility, in the Amount of $496,045.00.
Dan Roberts, P.E., Asst. Public Works Director - PW Operations — *Public Works Operations*

Attachments: Equipment Proposal - Feedstock Handling Equipment - Biochar

e. Purchase Order to Complete Solutions Consulting International Inc. (CSCI) for the Purchase of a 17" Diameter Log Chipping and Grinding System for the proposed Douglas County Biochar Facility, in the Amount of $1,114.041.28.
Dan Roberts, Assistant Director, Operations — *Public Works Operations*

Attachments: Updated 7_22 Equipment Rental Proposal - Log Chipping Equipment

f. Amendment One to Public Contract for Services to DLH Architecture, LLC for Architectural Services Providing Construction Documents and Specifications for the Delva Road Biochar and Future PW Maintenance Facility for Over Lot Grading. To now Include Facility Design and Construction Documents. Related to the Project for the New Contract Amount of $252,910.00.
Tim Hallmark, Director, FFESS — *Facilities and Fleet & Emergency Support Services*

Attachments: Hallmark Sedalia Facility Design 7-10-25
2025240_DLH_870077_SEDALIA-BIOCHAR PRJCT_2025_APPROVED
2025 DC_1st Amendment to PCS - DLH Delva Rd_ 07.16.2025

5. Citizen Comments / Organization Comments - If Time Allows

- At this time, you are welcome to comment about any topic other than those that appeared on today's agenda. This is an opportunity to share your thoughts and ideas with us.
- Please state your name and where you reside prior to making comments. You will have up to 3 minutes.
- Any Disruptive behavior, such as impeding officials, refusing to leave when asked, or attempting to disrupt the meeting, may result in criminal charges.
- Commissioner comments, if any, will follow all citizen comments.

6. Commissioner Comments

7. Other Business

8. County Manager

a. County Manager Report.

Attachments: County Manager Report 7.22.25

9. Adjournment

The Next Business Meeting Will be Held on Tuesday, August 12, 2025 @ 1:30 p.m.

MEETING DATE: July 22, 2025

STAFF PERSON RESPONSIBLE: Jennifer A. D'Ambrosio

DESCRIPTION: 2025 Older Adult Initiative Grant Recognition

SUMMARY: In 2023 and 2024, the Older Adult Initiative (OAI) engaged with older residents to understand the resources needed to age well in Douglas County. In response, the OAI Executive Committee recommended a variety of new programs and services to the Board of County Commissioners (BCC) to address identified priorities. The six organizations being recognized today have been awarded a total of $1.5 million in grant funding to implement 17 projects aimed at enhancing the quality of life and independence of older adults in Douglas County.

RECOMMENDED ACTION: Staff recommends that the BCC recognize the organizations receiving $1.5 million in OAI grant funds to implement projects designed to enhance the quality of life and independence of older adults in Douglas County.

REVIEW:

Jennifer Eby	Delegated	7/10/2025
Rand Clark	Delegated	7/10/2025
Jennifer Eby	Approve	7/10/2025
Jeff Garcia	Approve	7/14/2025
Andrew Copland	Approve	7/15/2025
Doug DeBord	Approve	7/15/2025
Jennifer Eby - FYI	Notified - FYI	7/15/2025

ATTACHMENTS:

OAI Grant Recognition Staff Report

DOUGLAS COUNTY
COLORADO

Grant Recognition Staff Report

Date:	July 9, 2025
To:	Douglas County Board of County Commissioners
Through:	Douglas J. DeBord, County Manager
From:	Jennifer L. Eby, AICP, Director of Community Services
CC:	Jennifer A. D'Ambrosio, Community Programs Coordinator Allison E. Cutting, Community Services Supervisor Rand M. Clark, CCAP, NCRT, Assistant Director of Community Services
Subject:	**2025 Older Adult Initiative grant recognition**

Board of County Commissioners' Business Meeting **July 22, 2025 @ 1:30 p.m.**

I. EXECUTIVE SUMMARY

In 2023 and 2024, the Older Adult Initiative (OAI) engaged with older residents to understand the resources needed to age well in Douglas County. In response, the OAI Executive Committee recommended a variety of new programs and services to the Board of County Commissioners (BCC) to address identified priorities. The six organizations being recognized today have been awarded a total of $1.5 million in grant funding to implement 17 projects aimed at enhancing the quality of life and independence of older adults in Douglas County.

II. REQUEST

Recognition of organizations receiving $1.5 million in OAI grant funds to implement projects designed to enhance the quality of life and independence of older adults in Douglas County.

III. BACKGROUND

The OAI was launched in 2023 to create a collaborative, community-driven forum for identifying the challenges and opportunities facing older adults in Douglas County. Community events including town halls, listening tours, surveys, and roadshows encouraged dialog and resident contributions. The OAI Executive Committee reviewed and analyzed the information gathered to develop targeted priorities and outcomes. The OAI priorities identified are transportation, housing, in-home services, and information and resources.

The BCC allocated $1.5 million dollars to fund projects for the benefit of residents aged 60 years and older and their families. A Request for Proposals was issued to solicit requests for funding from local organizations for projects and services that met the OAI priorities. Seven organizations submitted a total of 18 project proposals, requesting $2,069,370 in funding. On May 19, 2025, the BCC approved staff funding recommendations, following a thorough application review and endorsement by the OAI Executive Committee.

IV. DISCUSSION

The organizations awarded funding will implement projects that directly address the identified OAI priorities. The six organizations being recognized today have been awarded a total of $1.5 million in grant funding to implement 17 projects aimed at enhancing the quality of life and independence of older adults in Douglas County. The list of grant recipients and their funded projects is attached.

V. RECOMMENDED ACTION

Staff recommends that the BCC recognize the organizations receiving $1.5 million in OAI grant funds to implement projects designed to enhance the quality of life and independence of older adults in Douglas County.

ATTACHMENTS **PAGE**

2025 Older Adult Initiative Grant Recipients 3

2025 OAI Grant Recipients

Priority Area	Organization	Project(s)
Housing	Douglas County Housing Partnership	Housing Navigator, Older Adult Needs Assessment
Information and Resources	Early Childhood Service Corps	Childcare Certification Training
	Aging Resources of Douglas County	Call Center Staff, Telephone Software, Resource Guide
In-Home Services	Aging Resources of Douglas County	Chore Services, Help at Home
	Brothers Redevelopment	CAPABLE Accessibility Assistance
	Nourish Meals on Wheels	Meal Delivery
	Castle Rock Senior Activity Center	Connect & Care Calls
	Douglas County	Dougnad, Safety Projects
Transportation	Aging Resources of Douglas County	Older Adult Shuttle, Trips
	Castle Rock Senior Activity Center	Vehicles, Trips, Trip Routing Software

MEETING DATE: July 22, 2025

DESCRIPTION: Approval of Business Meeting Minutes from July 8, 2025.

ATTACHMENTS:

Minutes Business Meeting 07.08.2025

BOARD OF COUNTY COMMISSIONERS BUSINESS MEETING

TUESDAY, JULY 8, 2025

MINUTES

Tuesday, July 8, 2025 **1:30 PM** **Hearing Room**

Rollcall

PRESENT: Chairperson Abe Laydon
Commissioner Kevin Van Winkle
Vice Chair George Teal

Invocation – Darrin Kessler

Commissioner Laydon opened for Commissioner comments.

Commissioner Teal provided comment.

Commissioner Van Winkle provided comment.

Commissioner Laydon provided comment.

Doug DeBord, County Manager, provided comment.

Janet Herman, Director of Public Works, addressed the Board to provide comment.

Zak Humbles, Public Works, addressed the Board to provide comment.

Commissioner Laydon provided comment and asked staff clarifying questions.
Mr. Humbles addressed the Board to answer the Commissioner's questions.

Commissioner Laydon provided comment.

1:30 PM

1. Call to Order

a. Pledge of Allegiance

b. Attorney Certification of Agenda

Jeff Garcia, County Attorney, said that all items on today's agenda have been reviewed by his office and they all meet legal approval.

c. Commissioners Disclosure for Items on This Agenda

2. Ceremonies/Proclamations

a. Honoring YANA Founder Nikki Brooker.

Mike Hill, Director of Douglas County Health Department, addressed the Board to present on this Item.

Nikki Brooker, YANA Founder, addressed the Board to comment on this Item.

Commissioner Laydon commented on this Item.

Commissioner Van Winkle commented on this Item.

Commissioner Teal commented on this Item.

3. Consent Agenda

This is Motion No. 025-099

Commissioner Van Winkle moved that the Board approve the requests in all Items "a" through "p" of the Consent Agenda.

RESULT: ADOPTED THE CONSENT AGENDA
MOVER: Kevin Van Winkle
SECONDER: George Teal
AYES: Laydon, Van Winkle, Teal

a. Approval of Business Meeting Minutes from June 24, 2025.

b. Approval of Land Use/Public Hearing Minutes from June 22, 2025.

c. Approval of Vouchers July 1, 2025

d. Approval of Vouchers July 8, 2025

e. Clear Ballot Group, Inc., Purchase of 6 new PFU fi-8950 Ballot Scanning Units in the Amount of $190,290.00.

f. 2025-2026 Colorado Department of Human Services, Jail Based Behavioral Health Services Program: Subrecipient All Health Network Public Contract for Services in the Amount of $347,188.00.

g. Purchase Order to OJ Watson in the Amount of $441,724.00 Under the City & County of Denver Master Supplier Contract Number SC-00003211.

h. Purchase Order to TransWest Truck Trailer RV in the Amount of $591,325.00, Under Sourcewell Contract #032824-DAI.

i. Sempera Public Contract for Services for Next Gen Support in the Amount of $48,000.00.

j. Webolutions Public Notices Web Re-Platform Project in the Amount of $24,985.00.

k. ALKU, LLC Public Contract for Services, Third Amendment for ADP Support and Implementation in the Amount of $279,400.00.

l. Subgrantee Agreement for Older Adult Homemaker and Personal Care Services Between Douglas County and ACASA Senior Care in the Amount of $110,080.00.

m. Subgrantee Agreement for Older Adult Chore and Assisted Transportation Services Between Douglas County and Aging Resources of Douglas County in the Amount of $114,965.00.

n. Subgrantee Agreement for Assisted Transportation Between Douglas County and Castle Rock Senior Activity Center in the Amount of $200,760.00.

o. Subgrantee Agreement for Older Adult Homemaker and Personal Care Services Between Douglas County and Home Instead in the Amount of $197,839.00.

p. Subgrantee Agreement for Older Adult Homemaker and Personal Care Services Between Douglas County and Visiting Angels in the Amount of $115,138.00.

4. Regular Agenda

a. Acceptance of Equipment Awarded by the Department of Homeland Security North Central Region / Urban Area Security Initiative - EOD Response Vehicle (Bomb Truck) - Matching Funds Required in the Amount of $60,000.00.

Deputy Daniel Carlin, Douglas County Sheriff's Office, addressed the Board to present on Item 4a.

Deputy Ryan White, Douglas County Sheriff's Office, addressed the Board to present on Item 4b.

Commissioner Van Winkle commented on this Item.

Commissioner Teal commented on this Item and asked a clarifying question.
Mr. White addressed the Board to help answer the Commissioner's question.

Commissioner Laydon commented on this Item and asked a clarifying question.
Mr. Carlin addressed the Board to answer the Commissioner's question.

Commissioner Laydon commented on this Item.

Public Comment:

Angela Thomas addressed the Board to provide public comment.

Jill Campbell, Highlands Ranch, addressed the Board to provide public comment.

Eiko Browning addressed the Board to provide public comment.

This is Motion No. 025-100

Commissioner Teal moved that the Board approve An Acceptance of Equipment Awarded by the Department of Homeland Security North Central Region / Urban Area Security

Initiative - EOD Response Vehicle (Bomb Truck) - Matching Funds Required in the Amount of $60,000.00.

RESULT: ADOPTED
MOVER: George Teal
SECONDER: Kevin Van Winkle
AYES: Laydon, Van Winkle, Teal

b. Acceptance of Equipment Awarded by the Department of Homeland Security North Central Region / Urban Area Security Initiative - Andros Spartan Vehicle Assembly (Robot) in the Amount of $365,476.00.

This Item was presented with Item 4a.

This is Motion No. 025-101

Commissioner Van Winkle moved that the Board approve Acceptance of Equipment Awarded by the Department of Homeland Security North Central Region / Urban Area Security Initiative - Andros Spartan Vehicle Assembly (Robot) in the Amount of $365,476.00.

RESULT: ADOPTED
MOVER: Kevin Van Winkle
SECONDER: George Teal
AYES: Laydon, Van Winkle, Teal

c. Purchase Order and Application to Professional Rodeo Cowboys Association for a Total Purse of $167,125.00 for the 2025 Douglas County Rodeo.

Zach Burns, Fairgrounds Operations, addressed the Board to present on this Item.

John Adams, Douglas County Fair Board, addressed the Board to further present on this Item.

Dean Elliott, Douglas County Fair Board, addressed the Board to further present on this Item.

Commissioner Laydon commented on this Item.

Commissioner Teal commented on this Item.

Commissioner Van Winkle commented on this Item.

Public Comment:

Kim Carol, Parker, addressed the Board to provide public comment.

Glen Wedden, Highlands Ranch, addressed the Board to provide public comment.

Bob Marshall, Highlands Ranch, addressed the Board to provide public comment.

Gary Wood, Perry Park, addressed the Board to provide public comment.

Kathy Lees, Highlands Ranch, addressed the Board to provide public comment.

Jill Campbell, Highlands Ranch, addressed the Board to provide public comment.

Adelita Campbell addressed the Board to provide public comment.

Kevin, Castle Pines, addressed the Board to provide public comment.

Commissioner Laydon provided comment.

Commissioner Teal commented on this Item.

Commissioner Van Winkle commented on this Item.

This is Motion No. 025-102

Commissioner Teal moved that the Board approve Purchase Order and Application to Professional Rodeo Cowboys Association for a Total Purse of $167,125.00 for the 2025 Douglas County Rodeo.

RESULT: ADOPTED
MOVER: George Teal
SECONDER: Kevin Van Winkle
AYES: Laydon, Van Winkle, Teal

d. Construction Contract with JHL Constructors, LLC for the County Line Road (Broadway to University) Improvement Project, in the Amount of $28,602,670.17, Douglas County Project # CI 2020-013.

Benjamin Pierce, Department of Public Works Engineering, addressed the Board to present on this Item.

Maisie Wingerter, Public Affairs, addressed the Board to further present on this Item.

Commissioner Van Winkle commented on this Item.

Commissioner Laydon commented on this Item.

Public Comment: None

Commissioner Teal commented on this Item.

This is Motion No. 025-103

Commissioner Van Winkle moved that the Board approve Construction Contract with JHL Constructors, LLC for the County Line Road (Broadway to University) Improvement Project,

in the Amount of $28,602,670.17, Douglas County Project # CI 2020-013.

RESULT:	ADOPTED
MOVER:	Kevin Van Winkle
SECONDER:	George Teal
AYES:	Laydon, Van Winkle, Teal

5. Citizen Comments / Organization Comments - If Time Allows

Trisha Calvarese, Highlands Ranch, addressed the Board to provide citizen comment.

Gary Wood, Perry Park, addressed the Board to provide citizen comment and submitted an item as an Exhibit for the Record.

Eric Brody, Castle Pines, addressed the Board to provide citizen comment.

Angela Thomas, Castle Rock, addressed the Board to provide citizen comment and submitted an item as an Exhibit for the Record.

Craig Kim, Commerce City, addressed the Board to provide citizen comment.

Cynthia Dalton addressed the Board to provide citizen comment.

Kim Greer, Larkspur, addressed the Board to provide citizen comment.

Kristin Hayek, Highlands Ranch, addressed the Board to provide citizen comment.

6. Commissioner Comments

Commissioner Teal provided comment.

Commissioner Laydon provided comment.

Commissioner Van Winkle provided comment.

7. Other Business

8. County Manager

a. County Manager Report.

9. Adjournment

The Next Business Meeting Will be Held on Tuesday, July 22, 2025 @ 1:30 p.m.

MEETING DATE: July 22, 2025

STAFF PERSON RESPONSIBLE: Andrew Copland, Director of Finance

DESCRIPTION: Approval of Vouchers July 15, 2025

SUMMARY: The attached printout lists vouchers and electronic funds transfers requiring Board approval.

Vouchers	$ 1,897,346.79
Electronic Funds Transfers	$
Handwritten Checks	$ 2,601,588.51
Purchasing Card Charges	$ 986,112.47
Election Judges	$
TOTAL:	**$ 5,485,047.77**

All vouchers, electronic fund transfers, and election judge payments have been approved and signed by a department authorized signer or an elected official. The department authorized signer or an elected official acknowledges the item or service is within the approved budgetary spending authority (Colorado Revised Statutes Title 29, Article 1) and is pursuant to Douglas County policies.

RECOMMENDED ACTION: Approval.

REVIEW:

Andrew Copland	Approve	7/9/2025
Jeff Garcia	Escalated	7/15/2025
Amy Williams	Approve	7/15/2025
Doug DeBord	Approve	7/15/2025

ATTACHMENTS:

07.15.25 BOCC

R55AP001 | DOUGLAS COUNTY GOVERNMENT | 7/8/2025
Payment Register Report | 9:59:19

Payment Number	Payment Date	Vendor Name	Invoice Number	Fund	Business Unit	Business Unit Description	Object Acct	Account Description	Amount	Remark
109522	07/16/25	3M COMPANY	9434536283	200	31600	ENG - TRAFFIC SIGNS/STRIPING	436500	Sign Parts & Supplies	675.00	SIGN FILM
109523	07/16/25	ACORN PETROLEUM INC	17790IN	100	19910	FLEET MAINTENANCE	436150	Fleet Tanks Fuel	15,033.14	FUEL FOR CASTLE ROCK
			20261IN	100	19910	FLEET MAINTENANCE	436150	Fleet Tanks Fuel	10,568.76	FUEL FOR HIGHLANDS RANCH
			19955IN	100	19910	FLEET MAINTENANCE	436150	Fleet Tanks Fuel	8,533.39	FUEL FOR HIGHLANDS RANCH SUBSTATION
			20266IN	100	19910	FLEET MAINTENANCE	436150	Fleet Tanks Fuel	2,438.87	FUEL FOR TRUMBULL
			20265IN	100	19910	FLEET MAINTENANCE	436150	Fleet Tanks Fuel	2,121.13	FUEL FOR FAIR GROUNDS
								Total Payment	**38,695.29**	
109524	07/16/25	ADVANCED NETWORK MANAGEMENT	IN106758	100	800900	TECHNOLOGY FUND	444550	Software/Hardware Subscription	11,250.00	THOUSAND EYES SUPPORT
109525	07/16/25	ADVOCATES FOR CHILDREN CASA	JUNE2025	210	44175	JUVENILE JUSTICE SVCS/1451	455200	Direct Relief Payments	3,115.49	JUN 2025 JUVENILE SERVICES
			JUNE2025	210	44175	JUVENILE JUSTICE SVCS/1451	443600	Other Professional Services	10,016.31	JUN 2025 JUVENILE SERVICES
								Total Payment	**13,131.80**	
109526	07/16/25	ALLIANT INSURANCE SERVICES INC	3133556	630	19450	LIABILITY AND PROPERTY INS.	449300	Liability Insurance	6,216.05	LIABILITY INSURANCE
109527	07/16/25	AQUATIC AND WETLAND NURSERY LLC	2483002	200	861055	CDPHE EAST PLUM CREEK SEP	433400	Operating Supplies	10,351.25	STABILIZATION VEGETATION
109528	07/16/25	ARMORED KNIGHTS INC	10028	210	44100	ADMINISTRATION BLOCK GRANT	447500	Other Purchased Services	121.00	ARMORED CAR SERVICES
109529	07/16/25	AUTOAUTO WASH LLC	WO57841	100	19920	FLEET-CAR WASH FACILITY	444700	Other Repair & Maint. Service	362.22	PARKER CAR WASH REPAIRS
			WO57815	100	19920	FLEET-CAR WASH FACILITY	444700	Other Repair & Maint. Service	812.52	CASTLE ROCK CAR WASH REPAIRS
								Total Payment	**1,174.74**	
109530	07/16/25	AVERY, DANIEL	042525-062525	100	11400	COUNTY MANAGER	445300	Travel Expense	183.58	APR-JUN 2025 MILEAGE REIMBURSEMENT
109531	07/16/25	AXIOM HUMAN RESOURCE SOLUTIONS	QB00022124	210	44100	ADMINISTRATION BLOCK GRANT	433210	Computer Supplies	210.60	JUN 2025 USER FEE
109532	07/16/25	AZTEC CONSULTANTS INC	185944	200	800100	CONTRACTED MAJOR ROAD MAINT	478100	Road Repair, Maint. & Overlay	1,500.00	SURVEYING SERVICES
109533	07/16/25	BAIN, ANGELA	042725-060725	100	11200	COUNTY ATTORNEY	445300	Travel Expense	358.31	MILEAGE REIMBURSEMENT TO COLORADO COUNTY ATTORNEY ASSOCIATION CONFERENCE, STEAMBOAT SPRINGS, CO
109534	07/16/25	BARRETT, JULIE	060425-062925	200	31100	ROAD AND BRIDGE ADMIN	445300	Travel Expense	341.39	MILEAGE REIMBURSEMENT
109535	07/16/25	BASELINE ASSOCIATES INC	5100	100	21155	HIRING	447900	Recruitment Costs	1,440.00	PRE-EMPLOYMENT TESTING
109536	07/16/25	BLUE LINE ACADEMY LLC	202507012025	295	861350	RMHIDTA TRAINING	443600	Other Professional Services	1,000.00	INSTRUCTOR SERVICES
109537	07/16/25	BOB BARKER COMPANY	INV2140737	100	21500	DETENTION	433800	Prisoner Maint. Supplies	2,787.84	DETENTION SUPPLIES
109538	07/16/25	BUCKEYE CLEANING CENTER OF DENVER	90680603	100	21500	DETENTION	433900	Janitorial Supplies	3,175.46	JANITORIAL SUPPLIES
			90680603	100	21500	DETENTION	433800	Prisoner Maint. Supplies	1,787.40	DETENTION SUPPLIES
								Total Payment	**4,962.86**	
109539	07/16/25	CALDWELL, KELLY	060325-062925	217	861457	IMMUNIZATION & VACCINATN CHILD	445300	Travel Expense	572.74	MILEAGE REIMBURSEMENT
109540	07/16/25	CASI COLORADO ASPHALT SERVICES INC	67793	200	31400	MAINTENANCE OF CONDITION	448300	Asphalt & Asphalt Filler	2,986.70	COLD MIX POTHOLE PATCHING
109541	07/16/25	CATHOLIC CHARITIES OF CENTRAL COLORADO	HRP02024011	100	802042	HOMELESS RESOLUTION PROG 2024	447500	OPS/HRP 2024	140.00	JUN 2025 SERVICES
			CSBG2024078	100	861549	COMMUNITY SERVICES BLOCK GRANT	447500	OPS/CSBG PY 2024	300.00	JUN 2025 SERVICES
								Total Payment	**440.00**	
109542	07/16/25	CENTER COPY BOULDER, INC.	70523	221	27150	SCHOOL RESOURCE OFFICERS	440100	Printing/Copying/Reports	36.75	BUSINESS CARDS
			70530	210	44100	ADMINISTRATION BLOCK GRANT	440100	Printing/Copying/Reports	33.60	BUSINESS CARDS
			70524	200	31550	WEED CONTROL	440100	Printing/Copying/Reports	202.88	INVASIVE WEEDS PROGRAM
			70535	100	802034	COMMUNITY MENTAL HEALTH SFY25	440100	Printing/Copying/Reports	263.93	DEMENTIA BROCHURES
								Total Payment	**537.16**	

Payment Number	Payment Date	Vendor Name	Invoice Number	Fund	Business Unit	Business Unit Description	Object Acct	Account Description	Amount	Remark
109543	07/16/25	CHARM-TEX INC	406768IN	100	21500	DETENTION	433800	Prisoner Maint. Supplies	2,583.64	DETENTION SUPPLIES
109544	07/16/25	CHERRY CREEK BASIN WATER AUTHORITY	2NDQTR2025CCFEE	100	100	GENERAL FUND	214408	Due to State-Cherry Crk Basin	6,240.00	Q2 2025 CHERRY CREEK BASIN FEES
			2NDQTR2025CCFEE	100	13100	TREASURER	341320	Tax Collection Fees	(62.40)	Q2 2025 CHERRY CREEK BASIN FEES
								Total Payment	**6,177.60**	
109545	07/16/25	CITY OF LONE TREE	REQUEST1	250	850832	HIGHNOTE REGIONAL PARK	465100	Contributions - Misc.	300,000.00	HIGH NOTE REGIONAL PARK IGA
109546	07/16/25	CONTINUUM OF COLORADO	TANF41	210	44400	TANF BLOCK GRANT	443600	Other Professional Services	10,890.00	MAY 2025 TANF
109547	07/16/25	CORE ELECTRIC COOPERATIVE	95587028/060325	200	31650	ENG-ITS/TRAFFIC SIGNAL OPS	450250	Traffic Signal Utilities	58.81	VEHICLE MESSAGE SIGN
109548	07/16/25	CORE ELECTRIC COOPERATIVE	10646	200	800100	CONTRACTED MAJOR ROAD MAINT	473100	Roads, St., Drainage-Eng.	1,259.00	PROJECT CHANGE ORDER
109549	07/16/25	DB CORRELL CONSULTING LLC	07022025	217	861619	TSQI CSQI GAE FUNDING	443600	Other Professional Services	4,000.00	EARLY CHILDHOOD COUNCIL CONTRACTOR
			070225	217	861627	EARLY CHILDHOOD COUNCIL CRRSA	443600	Other Professional Services	2,205.00	EARLY CHILDHOOD COUNCIL CONTRACTOR
			070225	217	861625	EARLY CHILDHOOD COUNCIL ARP	443600	Other Professional Services	292.50	EARLY CHILDHOOD COUNCIL CONTRACTOR
								Total Payment	**6,497.50**	
109550	07/16/25	DOUGLAS COUNTY CONSERVATION DISTRICT	2025CONTRIBUTION	100	60200	SOIL CONSERVATION DISTRICT	465100	Contributions - Misc.	93,500.00	2025 CONTRIBUTION
109551	07/16/25	DOUGLAS COUNTY DEPUTY SHERIFF'S ASSOCIATION	12438	250	53500	OPEN SPACE	443350	Security Services	2,621.00	SECURITY PATROLS
109552	07/16/25	DUNNAWAY, KELLY	060425-060725	100	11200	COUNTY ATTORNEY	445300	Travel Expense	239.40	MILEAGE REIMBURSEMENT TO COLORADO COUNTY ATTORNEY ASSOCIATION CONFERENCE, STEAMBOAT SPRINGS, CO
109553	07/16/25	DYER-JONES, LARA	060225-063025	210	44550	CHILD WELFARE ADDTL ALLOCATION	445300	Travel Expense	428.08	MILEAGE REIMBURSEMENT
109554	07/16/25	EAN SERVICES LLC	39329888	295	861305	RMHIDTA INTELLIGENCE	445300	Travel Expense	308.72	TRAINING RENTAL
			39329888	295	861300	RMHIDTA MGMT & COORDINATION	445300	Travel Expense	253.76	TRAINING RENTAL
			39329888	295	861350	RMHIDTA TRAINING	445300	Travel Expense	429.32	TRAINING RENTAL
								Total Payment	**991.80**	
109555	07/16/25	ERO RESOURCES CORPORATION	108277	250	807022	BAYOU GULCH HISTORIC PRESERVAT	443600	Other Professional Services	1,437.50	BAYOU GULCH SITE ASSESSMENT
			108155	200	800506	STORMWATER PRIORITY PROJECTS	443600	Other Professional Services	1,059.25	ON CALL ENVIRONMENTAL SERVICES
								Total Payment	**2,496.75**	
109556	07/16/25	FAMILY TREE INC	MAY25GLSDOUGCO25	210	44500	CHILD WELFARE	443600	Other Professional Services	22,430.57	MAY 2025 DRAWDOWN
109557	07/16/25	FELSBURG, HOLT AND ULLEVIG	45054	230	800267	WATERTON ROAD	473100	Roads, St., Drainage-Eng.	79,246.15	WATERTON-MOORE INFRASTRUCTURE
			45142	200	31660	TRAFFIC SIGNAL ASSET MGMT PROG	443400	General Engineering Services	8,072.50	BIKE MAP
			45184	200	800506	STORMWATER PRIORITY PROJECTS	443600	Other Professional Services	1,472.50	DESIGN SUPPORT
			45185	200	800506	STORMWATER PRIORITY PROJECTS	473100	Roads, St., Drainage-Eng.	9,600.00	DESIGN SUPPORT
			45053	200	800435	PINE DRIVE IMPROVEMENTS	473100	Roads, St., Drainage-Eng.	450.00	DESIGN SERVICES - PINE DR/PINE LN
								Total Payment	**98,841.15**	
109558	07/16/25	FREESE AND NICHOLS INC	1387060	200	800506	STORMWATER PRIORITY PROJECTS	443600	Other Professional Services	3,898.00	DRAINAGE ANALYSIS
109559	07/16/25	G VAN & ASSOCIATES INC	GVRMDD012025	295	861350	RMHIDTA TRAINING	443600	Other Professional Services	3,839.15	INSTRUCTOR SERVICES
109560	07/16/25	GALLS LLC	BC2188673	221	27250	DCSD ELEMENTARY SRO PROG	433500	Clothing & Uniforms	12,824.70	BALLISTIC VESTS
			BC2190489	220	22100	PATROL-LEA	474800	Other Machinery & Equip.	51,103.50	BALLISTIC SHIELDS
								Total Payment	**63,928.20**	
109561	07/16/25	GIGI DODSON WHALEN LLC	21	217	861615	CHILD CARE DEVELOPMENT BLOCK G	432100	Contract Work/Temporary Agency	3,300.00	EARLY CHILDHOOD COUNCIL CONTRACTOR
109562	07/16/25	GOVCONNECTION INC	76561457	100	18100	IT ADMINISTRATION	474500	Computer Equipment	13,460.50	HEARING ROOM LAPTOPS
			76589506	100	18100	IT ADMINISTRATION	474500	Computer Equipment	145,319.50	COMPUTER EQUIPMENT

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								Total Payment	**158,780.00**	
109563	07/16/25	GRIFFIN, SIERRA	061025-062525	210	44550	CHILD WELFARE ADDTL ALLOCATION	445300	Travel Expense	213.85	MILEAGE REIMBURSEMENT
109564	07/16/25	GROUND ENGINEERING CONSULTANTS INC	25402505	200	800100	CONTRACTED MAJOR ROAD MAINT	478100	Road Repair, Maint. & Overlay	35,165.00	CONSTRUCTION INSPECTION/TESTING SERVICES
109565	07/16/25	HATLEY, AIMEE L	052025-062625	210	44550	CHILD WELFARE ADDTL ALLOCATION	445300	Travel Expense	119.00	JUN 2025 MILEAGE REIMBURSEMENT
			052025-062625	210	44550	CHILD WELFARE ADDTL ALLOCATION	445300	Travel Expense	61.88	MAY 2025 MILEAGE REIMBURSEMENT
								Total Payment	**180.88**	
109566	07/16/25	HEALTHCARE MEDICAL WASTE SERVICES	W150549	100	23100	CORONER	442700	Biohazard Waste Removal	161.70	BIOMEDICAL WASTE
109567	07/16/25	HELENA AGRI ENTERPRISES	140522623	200	31550	WEED CONTROL	433400	Operating Supplies	15,264.35	WEED CHEMICALS
			140522683	200	31550	WEED CONTROL	433400	Operating Supplies	2,590.00	WEED CHEMICALS
								Total Payment	**17,854.35**	
109568	07/16/25	HENDRICKSON, AMY	060425-060725	100	11200	COUNTY ATTORNEY	445300	Travel Expense	134.31	MILEAGE REIMBURSEMENT TO COLORADO COUNTY ATTORNEY ASSOCIATION CONFERENCE, STEAMBOAT SPRINGS, CO
109569	07/16/25	HOCHSTETLER, KRISTIN M	071425-071825PERDIEM	217	861462	CDC INFRASTRUCTURE OPHP	445300	Travel Expense	387.00	NATIONAL ASSOCIATION OF COUNTY AND CITY HEALTH OFFICIALS CONFERENCE, ANAHEIM, CA
109570	07/16/25	HOLCIM-WCR INC	721207884	200	31400	MAINTENANCE OF CONDITION	448200	Aggregate Products	2,690.53	RIP RAP CASTLE ROCK STOCK
			721225558	200	31400	MAINTENANCE OF CONDITION	448300	Asphalt & Asphalt Filler	1,356.49	ASPHALT FOR PATCHING
			721232984	200	31400	MAINTENANCE OF CONDITION	448300	Asphalt & Asphalt Filler	568.58	ASPHALT FOR PATCHING
			721207883	200	31400	MAINTENANCE OF CONDITION	448200	Aggregate Products	9,345.48	ROAD BASE FOR INDIAN CREEK
								Total Payment	**13,961.08**	
109571	07/16/25	HUERTA, JENNIFER M	062425	210	44500	CHILD WELFARE	445300	Travel Expense	43.05	MILEAGE REIMBURSEMENT
109572	07/16/25	INTECH SOFTWARE SOLUTIONS INC	2383	100	12500	ELECTIONS AND REGISTRATION	444500	Software/Hardware Supp./Maint.	12,075.00	TIMEKEEPING ENHANCEMENTS
109573	07/16/25	INTEGRITY COACHING & CONSULTING LLC	70JUNE2025	217	861627	EARLY CHILDHOOD COUNCIL CRRSA	432100	Contract Work/Temporary Agency	2,000.00	EARLY CHILDHOOD COUNCIL CONTRACTOR
			70JUNE2025	217	861620	BUELL FOUNDATION EARLY CHILD	432100	Contract Work/Temporary Agency	3,442.09	EARLY CHILDHOOD COUNCIL CONTRACTOR
			70JUNE2025	217	861616	E & E CHILD CARE GRANT PROGRAM	432100	Contract Work/Temporary Agency	3,467.91	EARLY CHILDHOOD COUNCIL CONTRACTOR
								Total Payment	**8,910.00**	
109574	07/16/25	INTERPRET SITE LLC	1025	250	53600	HISTORIC RESOURCES	443600	Other Professional Services	6,695.00	REPOSITORY CONTRACT WORK
109575	07/16/25	J & A TRAFFIC PRODUCTS	40066	200	31600	ENG - TRAFFIC SIGNS/STRIPING	436500	Sign Parts & Supplies	2,246.00	SIGN HARDWARE
109576	07/16/25	JACOBS ENGINEERING GROUP INC	WXYA4800028	230	800129	I-25 FRONTAGE RD(TOMAH-DAWSON)	473100	Roads, St., Drainage-Eng.	3,443.43	WEST FRONTAGE RD RELOCATION
109577	07/16/25	JAY DEE CLEANING & RESTORATION INC	256010	100	55200	FAIRGROUND OPERATIONS	444700	Other Repair & Maint. Service	600.00	SANIGLAZE EVENTS CENTER LOBBY
109578	07/16/25	JON P DICKEY LLC	25DC12	100	24100	BUILDING DEVELOPMENT SERVICES	443600	Other Professional Services	4,620.00	CONTRACT ROOFING INSPECTIONS
109579	07/16/25	KALIHER, MEGHAN	060225-062725	210	44550	CHILD WELFARE ADDTL ALLOCATION	445300	Travel Expense	386.68	MILEAGE REIMBURSEMENT
109580	07/16/25	KATHERINE NESTER	061325	217	861625	EARLY CHILDHOOD COUNCIL ARP	443600	Other Professional Services	1,071.78	EARLY CHILDHOOD COUNCIL CONTRACTOR
			060125	217	861627	EARLY CHILDHOOD COUNCIL CRRSA	443600	Other Professional Services	2,808.00	EARLY CHILDHOOD COUNCIL CONTRACTOR
			060125A	217	861616	E & E CHILD CARE GRANT PROGRAM	443600	Other Professional Services	2,240.00	EARLY CHILDHOOD COUNCIL CONTRACTOR
			063025	217	861619	TSQI CSQI GAE FUNDING	443600	Other Professional Services	7,100.00	EARLY CHILDHOOD COUNCIL CONTRACTOR
			062525	217	861624	EARLY CHILDHOOD COUNCIL PDG	443600	Other Professional Services	1,064.00	EARLY CHILDHOOD COUNCIL CONTRACTOR
								Total Payment	**14,283.78**	
109581	07/16/25	KELLY, SCOTT M	072125-072525PERDIEM	220	800540	K-9 UNIT	445300	Travel Expense	336.00	2025 K9 HANDLER SURVIVAL SEMINAR, PRESCOTT, AZ
109582	07/16/25	KLEIN, WENDY	062025	217	861624	EARLY CHILDHOOD COUNCIL PDG	443600	Other Professional Services	180.00	EARLY CHILDHOOD COUNCIL CONTRACTOR

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109583	07/16/25	LABORATORY CORPORATION OF AMERICA	84146360	210	44500	CHILD WELFARE	443200	Legal Services	96.00	TESTING SERVICES
109584	07/16/25	LAIRD, ZOE A	060425-060725	100	11200	COUNTY ATTORNEY	445300	Travel Expense	15.93	MILEAGE REIMBURSEMENT
109585	07/16/25	LARSON, LAURA	060725	217	861057	TPEP - TOBACCO PREV & ED PROG	445300	Travel Expense	35.21	MILEAGE REIMBURSEMENT
109586	07/16/25	LEE, MICHAEL	060225-063025	210	44550	CHILD WELFARE ADDTL ALLOCATION	445300	Travel Expense	221.47	CLIENT VISITATION
			072425-072525PERDIEM	210	44550	CHILD WELFARE ADDTL ALLOCATION	445300	Travel Expense	172.00	CLIENT VISITATION, SPOKANE, WA
			060225-063025	210	44550	CHILD WELFARE ADDTL ALLOCATION	445300	Travel Expense	933.50	JUN 2025 MILEAGE REIMBURSEMENT
								Total Payment	**1,326.97**	
109587	07/16/25	LOCKERBY, BRYAN E	062325-062525	295	861350	RMHIDTA TRAINING	457200	Instructor Travel	2,756.40	INSTRUCTOR SERVICES
109588	07/16/25	LOUVIERS WATER & SANITATION DISTRICT	139/062425	100	51100	PARK MAINTENANCE	450230	Water & Sewer	110.58	DUPONT PARK
			25/062425	100	51100	PARK MAINTENANCE	450230	Water & Sewer	110.58	TRIANGLE PARK
								Total Payment	**221.16**	
109589	07/16/25	MACARAEG, EDEN-LE THI	071425-071725PERDIEM	217	861462	CDC INFRASTRUCTURE OPHP	445300	Travel Expense	249.40	NATIONAL ENVIRONMENTAL HEALTH ASSOCIATION CONFERENCE, PHOENIX, AZ
109590	07/16/25	MANNA RESOURCE CENTER	CSBG0125	100	861549	COMMUNITY SERVICES BLOCK GRANT	447500	OPS/CSBG PY 2024	200.00	JAN 2025 CASE MANAGEMENT
			CSBG0625	100	861549	COMMUNITY SERVICES BLOCK GRANT	447500	OPS/CSBG PY 2024	500.00	JUN 2025 CASE MANAGEMENT
			CSBG0525	100	861549	COMMUNITY SERVICES BLOCK GRANT	447500	OPS/CSBG PY 2024	400.00	MAY 2025 CASE MANAGEMENT
			CSBG0425	100	861549	COMMUNITY SERVICES BLOCK GRANT	447500	OPS/CSBG PY 2024	200.00	APR 2025 CASE MANAGEMENT
			CSBG0225	100	861549	COMMUNITY SERVICES BLOCK GRANT	447500	OPS/CSBG PY 2024	300.00	FEB 2025 CASE MANAGEMENT
			CSBG0325	100	861549	COMMUNITY SERVICES BLOCK GRANT	447500	OPS/CSBG PY 2024	300.00	MAR 2025 CASE MANAGEMENT
								Total Payment	**1,900.00**	
109591	07/16/25	MOMAR INCORPORATED	PSI622403	200	31600	ENG - TRAFFIC SIGNS/STRIPING	433400	Operating Supplies	2,613.00	AEROSOLS
109592	07/16/25	MUCK, PARKER	071425-071825PERDIEM	217	861462	CDC INFRASTRUCTURE OPHP	445300	Travel Expense	266.60	NATIONAL ASSOCIATION OF COUNTY AND CITY HEALTH OFFICIALS CONFERENCE, ANAHEIM, CA
109593	07/16/25	PAWS 4 PRODUCTIVITY LLC	335	210	44100	ADMINISTRATION BLOCK GRANT	447500	Other Purchased Services	500.00	WELLNESS VISIT
109594	07/16/25	PETERSON, AUDRA	062325-062625	295	861350	RMHIDTA TRAINING	445300	Travel Expense	142.80	2025 LAW ENFORCEMENT COORDINATING COMMITTEE, LANDER, WY
			061625-061825	295	861350	RMHIDTA TRAINING	445300	Travel Expense	266.63	YOUTH INSTITUTE, COLORADO SPRINGS, CO
								Total Payment	**409.43**	
109595	07/16/25	PHOENIX SUPPLY LLC	38005	100	21500	DETENTION	433800	Prisoner Maint. Supplies	4,363.65	DETENTION SUPPLIES
109596	07/16/25	PRIMARY ARMS LLC	INV742116	100	824100	SORT TEAM	433700	Firearm Supplies	2,398.08	FIREARM ACCESSORIES
			INV742116	100	824100	SORT TEAM	433400	Operating Supplies	24.99	BATTERIES
			INV742116	100	824100	SORT TEAM	433500	Clothing & Uniforms	625.79	FIREARM CLOTHING ACCESSORIES
								Total Payment	**3,048.86**	
109597	07/16/25	PRO FORCE LAW ENFORCEMENT	575196	100	21115	SHERIFF TRAINING	433600	Uniform/Equip/ Tool Allowance	198.95	HOLSTER
109598	07/16/25	RASSAS, USSAMA	060725-061625	100	18100	IT ADMINISTRATION	445300	Travel Expense	94.95	MILEAGE REIMBURSEMENT
			060725-061325PERDIEM	100	18100	IT ADMINISTRATION	445300	Travel Expense	344.00	CISCO LIVE 2025, SAN DIEGO, CA
								Total Payment	**438.95**	
109599	07/16/25	RESPEC CONSULTING & SERVICES	INV05250753	200	800506	STORMWATER PRIORITY PROJECTS	443600	Other Professional Services	5,360.00	VIDEO ANALYSIS
			INV05250898	200	800506	STORMWATER PRIORITY PROJECTS	443600	Other Professional Services	675.00	LAKESHORE DRAINAGE IMPROVEMENT
			INV05250754	200	800506	STORMWATER PRIORITY PROJECTS	443600	Other Professional Services	4,133.75	PINERY PONDS DRAINAGE ANALYSIS
			INV05250924	100	16200	PLANNING & ZONING SERVICES	443600	Other Professional Services	3,340.00	ON CALL WATER CONSULTING SERVICES
								Total Payment	**13,508.75**	
109600	07/16/25	RG LANDSCAPING SERVICES LLC	762	200	800100	CONTRACTED MAJOR ROAD MAINT	473100	Roads, St., Drainage-Eng.	8,800.00	QUEBEC IRRIGATION AND TREE SERVICES

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109601	07/16/25	ROBERT HALF TECHNOLOGY	65137361	100	800900	TECHNOLOGY FUND	432100	Contract Work/Temporary Agency	3,377.16	TEMPORARY POSITION - BUDGET
109602	07/16/25	RUNBECK ELECTION SERVICES INC	257297	100	12500	ELECTIONS AND REGISTRATION	440100	Printing/Copying/Reports	201,353.80	BALLOTS & INSERTS PRINTING
109603	07/16/25	SANDOVAL ELEVATOR COMPANY LLC	11538	100	861572	AMERICAN RESCUE PLAN ACT	438800	Other Equip/DVS	1,850.00	ELEVATOR PHONE SYSTEM INSTALLATION
109604	07/16/25	SECURITY CENTRAL INC	1000483	330	33600	PARK MEADOWS CENTER FAC. IMP.	438800	C.A.-Other Equipment	4,514.27	FIRE ALARM INSTALLATION
109605	07/16/25	SENERGY PETROLEUM LLC	SEN1070025	100	19910	FLEET MAINTENANCE	436100	Oil & Lubrication	598.23	DIESEL EXHAUST FLUID FOR CASTLE ROCK
			SEN1070027	100	19910	FLEET MAINTENANCE	436100	Oil & Lubrication	133.80	DIESEL EXHAUST FLUID FOR NORTHWEST FACILITY
			SEN1070030	100	19910	FLEET MAINTENANCE	436100	Oil & Lubrication	533.06	DIESEL EXHAUST FLUID FOR SOUTHEAST FACILITY
			SEN1070029	100	19910	FLEET MAINTENANCE	436100	Oil & Lubrication	266.00	DIESEL EXHAUST FLUID FOR SEDALIA
			SEN1070026	100	19910	FLEET MAINTENANCE	436100	Oil & Lubrication	598.23	DIESEL EXHAUST FLUID FOR PARKER
								Total Payment	**2,129.32**	
109606	07/16/25	SIGN SOLUTIONS USA	417854	200	31600	ENG - TRAFFIC SIGNS/STRIPING	436500	Sign Parts & Supplies	5,494.25	SIGN MATERIALS
109607	07/16/25	SKYVIEW WEATHER	14249	100	21700	EMERGENCY MGMT.	443600	Other Professional Services	6,037.50	Q3 2025 WEATHER FORECASTING
109608	07/16/25	SOURCE OFFICE & TECHNOLOGY	49766940	100	14100	ASSESSOR ADMINISTRATION	433200	Office Supplies	302.00	OFFICE SUPPLIES
			49793640	100	41400	VETERANS SERVICES	433200	Office Supplies	257.82	OFFICE SUPPLIES
			49826270	100	21500	DETENTION	433200	Office Supplies	334.18	OFFICE SUPPLIES
			49826270	100	21500	DETENTION	433400	Operating Supplies	53.40	DETENTION SUPPLIES
								Total Payment	**947.40**	
109609	07/16/25	STANTON, DUSTI	063025	217	861624	EARLY CHILDHOOD COUNCIL PDG	443600	Other Professional Services	180.00	EARLY CHILDHOOD COUNCIL CONTRACTOR
109610	07/16/25	STATEWIDE INTERNET PORTAL AUTHORITY	11145	100	800900	TECHNOLOGY FUND	444500	Software/Hardware Supp./Maint.	2,100.00	DOCUSIGN TEXTING ADDITION
109611	07/16/25	SUMMIT TRAFFIC SOLUTIONS	4176	200	31650	ENG-ITS/TRAFFIC SIGNAL OPS	436600	Other Repair & Maint. Supplies	1,050.00	REPAIR SERVICES
109612	07/16/25	SUPPLY 38 LLC	12163	200	31650	ENG-ITS/TRAFFIC SIGNAL OPS	436300	Traffic Signal Parts	522.40	PATCH CABLES NETWORK SWITCH
109613	07/16/25	TALL TALES RANCH	DDMLJUNE25	100	45100	DEVELOPMENTAL DISABILITIES-ADM	465200	DD Grant	6,100.00	DEVELOPMENTAL DISABILITY MILL LEVY GRANT AWARD
109614	07/16/25	TEAL, GEORGE	050525-062525	100	11100	OFFICE OF THE BOARD	445300	Travel Expense	702.80	MAY-JUN 2025 MILEAGE REIMBURSEMENT
109615	07/16/25	THIRDERA LLC	US4810000000951	100	18900	SOFTWARE MAINTENANCE	444500	Software/Hardware Supp./Maint.	20,280.00	JUN 2025 SERVICE NOW MANAGED SERVICE
109616	07/16/25	TRANS AERO LIMITED	3600	100	19275	COUNTY EMERGENCY PREPAREDNESS	443600	Other Professional Services	117,420.60	HELICOPTER SERVICES
			3600A	100	19275	COUNTY EMERGENCY PREPAREDNESS	443600	Other Professional Services	11,377.20	HELICOPTER SERVICES
								Total Payment	**128,797.80**	
109617	07/16/25	TRINITY SERVICES GROUP INC	3011500188	100	21500	DETENTION	447150	Inmate Meals	17,277.08	INMATE MEALS
109618	07/16/25	TRIPLE C COMMUNICATIONS INC	208205	100	803084	DOLA BACKCOUNTRY SEARCH & RESC	474350	Capital Com.SystemsRadio	11,940.00	RADIOS FOR SEARCH/RESCUE
109619	07/16/25	UMB BANK	COM101410063025	220	822150	FALSE ALARM REDUCTION PROGRAM	443550	Banking Service Fees	469.00	JUN 2025 LOCKBOX FEES
109620	07/16/25	UNCC - UTILITY NOTIFICATION CENTER OF COLORADO	225060459	200	30200	ENGINEERING	443600	Other Professional Services	1,918.31	JUN 2025 UTILITY NOTIFICATION SERVICES
109621	07/16/25	UPM MECHANICAL LLC	3466	100	861572	AMERICAN RESCUE PLAN ACT	447500	Other Purchased Services	5,930.40	SERVICE CALL
109622	07/16/25	URBAN, CASSANDRA L	062325	100	18100	IT ADMINISTRATION	445500	Catered Meal Service	69.03	BREAKFAST FOR COMMUNITY JUSTICE PROJECT KICKOFF
109623	07/16/25	VANCE BROTHERS LLC	AC00091932	100	19910	FLEET MAINTENANCE	436200	Equip. & Motor Vehicle Parts	185.00	FLEET PARTS
109624	07/16/25	WANCO INC	124126	100	19910	FLEET MAINTENANCE	436200	Equip. & Motor Vehicle Parts	293.00	FLEET PARTS
109625	07/16/25	WEBOLUTIONS INC	INV55200	100	18900	SOFTWARE MAINTENANCE	444500	Software/Hardware Supp./Maint.	6,650.00	WEB HOSTING & SUPPORT

Payment Number	Payment Date	Vendor Name	Invoice Number	Fund	Business Unit	Business Unit Description	Object Acct	Account Description	Amount	Remark
109626	07/16/25	WESTERN PAPER DISTRIBUTORS	5206274	100	55200	FAIRGROUND OPERATIONS	433900	Janitorial Supplies	669.00	JANITORIAL SUPPLIES
			5203159	100	19125	FACILITIES MANAGEMENT	433900	Janitorial Supplies	4,693.02	JANITORIAL SUPPLIES
			5203159	100	19150	JUSTICE CENTER FACILITY MGMT	433900	Janitorial Supplies	0.06	JANITORIAL SUPPLIES
								Total Payment	**5,362.08**	
109627	07/16/25	WESTON, GARY L	060225-063025	100	861577	ARPA-REVENUE REPLACEMENT	443600	Other Professional Services	975.00	JUN 2025 VSO STIPEND
109628	07/16/25	WICHT, JEREMY	062325-062625	295	861350	RMHIDTA TRAINING	445300	Travel Expense	596.46	2025 LAW ENFORCEMENT COORDINATING COMMITTEE, LANDER, WY
109629	07/16/25	WILSON & COMPANY INC	136094	230	800269	COUNTY LINE RD/I-25 OPERAT IMP	443600	Other Professional Services	19,786.25	DESIGN SERVICES - COUNTY LINE/INVERNESS
109630	07/16/25	YOUR COUNTDOWN TO RETIREMENT LLC	061625	100	802024	PEACE OFFICER MENTAL HEALTH	446400	Books & Subscription	963.30	RETIREMENT EDUCATION BOOKS
527815	07/15/25	ADP INC	692592122	100	800900	TECHNOLOGY FUND	444500	Software/Hardware Supp./Maint.	65,900.00	WORKSMART IMPLEMENTATION
527816	07/15/25	ALKU TECHNOLOGIES LLC	608440	100	800900	TECHNOLOGY FUND	443600	Other Professional Services	1,595.00	TECHNOLOGY CONSULTANTS
527817	07/15/25	ANDUJO, ELENA I	060925	217	46100	DC HEALTH DEPT ADMIN	443600	Other Professional Services	20.00	VITAL RECORDS REFUND
527818	07/15/25	ARDILA, GUILLERMO A	MV REFUND	100	100	GENERAL FUND	211650	Fee Refunds - Clerk & Recorder	85.22	REGISTRATION REFUND
527819	07/15/25	ATCHLEY, MAURICE	062825	217	46100	DC HEALTH DEPT ADMIN	443600	Other Professional Services	20.00	VITAL RECORDS REFUND
527820	07/15/25	CAROLA, JOSEPHINE M	MV REFUND	100	100	GENERAL FUND	211650	Fee Refunds - Clerk & Recorder	56.13	REGISTRATION REFUND
527821	07/15/25	CASTLE ROCK ROCK LLC	1729	200	31400	MAINTENANCE OF CONDITION	448200	Aggregate Products	10,401.26	SQUEEGEE WATERTON STOCK
527822	07/15/25	CHABAD JEWISH CENTER INC	5775	217	861619	TSQI CSQI GAE FUNDING	447500	Other Purchased Services	2,022.26	EARLY CHILDHOOD COUNCIL CONTRACTOR
527823	07/15/25	CHILTON, LAUREN M	070125	217	46100	DC HEALTH DEPT ADMIN	443600	Other Professional Services	53.00	VITAL RECORDS REFUND
527824	07/15/25	COLORADO COMMUNITY MEDIA	8OBW90FK0003	100	11100	OFFICE OF THE BOARD	440200	Newspaper Notices/Advertising	567.53	MONTHLY COMMISSIONERS PROCEEDINGS
527825	07/15/25	COLORADO EARLY CHILDHOOD CONSULTING LLC	1182	217	861625	EARLY CHILDHOOD COUNCIL ARP	443600	Other Professional Services	495.00	EARLY CHILDHOOD COUNCIL CONTRACTOR
			1183	217	861619	TSQI CSQI GAE FUNDING	443600	Other Professional Services	3,800.00	EARLY CHILDHOOD COUNCIL CONTRACTOR
								Total Payment	**4,295.00**	
527826	07/15/25	COLORADO GARAGE DOOR SERVICE	124021	100	19175	HIGHLANDS RANCH SUBSTATION FAC	438800	C.A.-Other Equipment	5,885.00	GARAGE DOOR REPAIRS
527827	07/15/25	CONTACT WIRELESS	40990818	100	18900	SOFTWARE MAINTENANCE	444500	Software/Hardware Supp./Maint.	1,189.89	TEXTING SERVICE
527828	07/15/25	COVA TREE	23519	296	861572	AMERICAN RESCUE PLAN ACT	447500	PURCH SVCS/2025 FMWRM Wildfire	5,700.00	WILDFIRE MITIGATION PROGRAM
527829	07/15/25	CRAIG, ALISHA	MV REFUND	100	100	GENERAL FUND	211650	Fee Refunds - Clerk & Recorder	816.42	REGISTRATION REFUND
527830	07/15/25	D L ADAMS ASSOCIATES	105395	100	16200	PLANNING & ZONING SERVICES	443600	Other Professional Services	1,462.50	NOISE IMPACT STUDY
527831	07/15/25	DAVIS, JENNIFER L	062425-062625	100	12500	ELECTIONS AND REGISTRATION	445300	Travel Expense	43.96	MILEAGE REIMBURSEMENT
527832	07/15/25	DAVIS, ROBERT L & DEBORAH F	MV REFUND	100	100	GENERAL FUND	211650	Fee Refunds - Clerk & Recorder	1,100.00	REGISTRATION REFUND
527833	07/15/25	DENIS, ARIELLE J	060425-060725	100	11200	COUNTY ATTORNEY	445300	Travel Expense	228.20	MILEAGE REIMBURSEMENT TO COLORADO COUNTY ATTORNEY ASSOCIATION CONFERENCE, STEAMBOAT SPRINGS, CO
527834	07/15/25	DENVER HEALTH & HOSPITAL AUTHORITY	G112336	217	861457	IMMUNIZATION & VACCINATN CHILD	443600	Other Professional Services	4,720.00	IMMUNIZATION CLINIC
527835	07/15/25	DEYVIS TREE & SHRUB CARE LLC	10942	200	800100	CONTRACTED MAJOR ROAD MAINT	473100	Roads, St., Drainage-Eng.	8,750.00	QUEBEC/LINCOLN/UNIVERSITY TREES

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527836	07/15/25	DOUGLAS COUNTY HEALTHY YOUTH COALITION	063025	217	861057	TPEP - TOBACCO PREV & ED PROG	443600	Other Professional Services	9,634.48	CONTRACTING SERVICES
527837	07/15/25	DOUGLAS COUNTY SHERIFFS OFFICE	2778	223	28501	DA 23RD - STATE MANDATED COSTS	443650	Process Services-State Mandate	21.00	PROCESS SERVER FEE
			2753	210	44500	CHILD WELFARE	447500	Other Purchased Services	35.00	PROCESS SERVER FEE
								Total Payment	**56.00**	
527838	07/15/25	DSR COUNSELING	106	100	802024	PEACE OFFICER MENTAL HEALTH	443600	Other Professional Services	960.00	EMPLOYEE WELLNESS
527839	07/15/25	EWING IRRIGATION PRODUCTS INC	26501377	100	60100	NATURAL RESOURCES	433400	Operating Supplies	173.47	IRRIGATION SUPPLIES
527840	07/15/25	FOWLE, SUSAN	061025	217	46100	DC HEALTH DEPT ADMIN	443600	Other Professional Services	40.00	VITAL RECORDS REFUND
527841	07/15/25	FRANKTOWN ANIMAL CLINIC	772038	220	800540	K-9 UNIT	443100	Medical, Dental & Vet Services	35.91	VETERINARY SERVICES
527842	07/15/25	FREEMAN, MICHAEL	060425	217	46100	DC HEALTH DEPT ADMIN	443600	Other Professional Services	20.00	VITAL RECORDS REFUND
527843	07/15/25	FRIZELL, CAROLINE M	010625-062225	100	11600	PUBLIC AFFAIRS	445300	Travel Expense	375.83	JAN-JUN 2025 MILEAGE REIMBURSEMENT
527844	07/15/25	GALLO, FRANK G & VANITA L	MV REFUND	100	100	GENERAL FUND	211650	Fee Refunds - Clerk & Recorder	83.74	REGISTRATION REFUND
527845	07/15/25	GAVIN HEATH LLC	70250	223	28001	DA 23RD - DISTRICT MO ALLOC	443600	Other Professional Services	38,500.00	RECRUITING SERVICES
			70251	223	28001	DA 23RD - DISTRICT MO ALLOC	443600	Other Professional Services	27,500.00	RECRUITING SERVICES
								Total Payment	**66,000.00**	
527846	07/15/25	HAMRE, RODRIGUEZ, OSTRANDER & PRESCOTT	2520	100	11200	COUNTY ATTORNEY	443200	Legal Services	3,277.50	LEGAL SERVICES
527847	07/15/25	HOOD, VANCE W	MV REFUND	100	100	GENERAL FUND	211650	Fee Refunds - Clerk & Recorder	753.67	REGISTRATION REFUND
527848	07/15/25	HUFF, ALLEN L	050225	217	46100	DC HEALTH DEPT ADMIN	443600	Other Professional Services	20.00	VITAL RECORDS REFUND
527849	07/15/25	IMAGEFIRST	266466801	100	23100	CORONER	443600	Other Professional Services	57.45	LAUNDRY SERVICE
527850	07/15/25	JAMAR TECHNOLOGIES INC	67402	200	31660	TRAFFIC SIGNAL ASSET MGMT PROG	444500	Software/Hardware Supp./Maint.	995.00	STARNEXT SOFTWARE
			67402	200	31620	TRAFFIC ENGINEERING	438800	C.A.-Other Equipment	6,684.00	TRAFFIC TUBE COUNTER EQUIPMENT
								Total Payment	**7,679.00**	
527851	07/15/25	JEFFERSON COUNTY TREASURER'S OFFICE	122793	100	17100	HR ADMIN	445200	Metro Area Meeting Expense	25.00	LOOK.NET MEMBERSHIP RENEWAL
527852	07/15/25	JOSHUA TREE EXPERTS	1124	296	861572	AMERICAN RESCUE PLAN ACT	447500	PURCH SVCS/2025 FMWRM Wildfire	2,000.00	WILDFIRE MITIGATION PROGRAM
527853	07/15/25	KIEWIT INFRASTRUCTURE COMPANY	9100896886	200	31400	MAINTENANCE OF CONDITION	448300	Asphalt & Asphalt Filler	639.00	ASPHALT FOR PATCHING
527854	07/15/25	LAVENBERG LAND MANAGEMENT	1001	296	861572	AMERICAN RESCUE PLAN ACT	447500	PURCH SVCS/2025 FMWRM Wildfire	4,200.00	WILDFIRE MITIGATION PROGRAM
527855	07/15/25	LENA	INV09131	217	861624	EARLY CHILDHOOD COUNCIL PDG	447500	Other Purchased Services	2,000.00	EARLY CHILDHOOD COUNCIL CONTRACTOR
			INV09131	217	861626	EARLY CHILDHOOD COUNCIL CCDF	447500	Other Purchased Services	2,053.00	EARLY CHILDHOOD COUNCIL CONTRACTOR
								Total Payment	**4,053.00**	
527856	07/15/25	LENCO ARMORED VEHICLES	400699	220	22100	PATROL-LEA	444200	Repairs-Equip./Motor Vehicle	16,594.64	BEARCAT WINDOW REPLACEMENT
527857	07/15/25	M.R. HAULING	1212	296	861572	AMERICAN RESCUE PLAN ACT	447500	PURCH SVCS/FMWRM Wildfire	593.75	WILDFIRE MITIGATION PROGRAM
527858	07/15/25	MACREYNOLDS, KATHERINE	061725	217	46100	DC HEALTH DEPT ADMIN	443600	Other Professional Services	20.00	VITAL RECORDS REFUND
527859	07/15/25	MULTICOPTER WAREHOUSE	8412898	285	21205	ASSET FORFEIT - FED JUSTICE	474800	Other Machinery & Equip.	38,505.24	DRONES AND ACCESSORIES
527860	07/15/25	N & D TREE	297I	296	861572	AMERICAN RESCUE PLAN ACT	447500	PURCH SVCS/2025 FMWRM Wildfire	5,875.00	WILDFIRE MITIGATION PROGRAM
			301I	296	861572	AMERICAN RESCUE PLAN ACT	447500	PURCH SVCS/2025 FMWRM Wildfire	2,750.00	WILDFIRE MITIGATION PROGRAM

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			300I	296	861572	AMERICAN RESCUE PLAN ACT	447500	PURCH SVCS/2025 FMWRM Wildfire	1,750.00	WILDFIRE MITIGATION PROGRAM
			307I	296	861572	AMERICAN RESCUE PLAN ACT	447500	PURCH SVCS/2025 FMWRM Wildfire	9,500.00	WILDFIRE MITIGATION PROGRAM
			298I	296	861572	AMERICAN RESCUE PLAN ACT	447500	PURCH SVCS/2025 FMWRM Wildfire	4,600.00	WILDFIRE MITIGATION PROGRAM
			306I	296	861572	AMERICAN RESCUE PLAN ACT	447500	PURCH SVCS/2025 FMWRM Wildfire	7,350.00	WILDFIRE MITIGATION PROGRAM
								Total Payment	**31,825.00**	
527861	07/15/25	NIKITA KING COUNSELING LLC	583	100	802024	PEACE OFFICER MENTAL HEALTH	443600	Other Professional Services	160.00	COUNSELING SERVICES
			577	100	802024	PEACE OFFICER MENTAL HEALTH	443600	Other Professional Services	160.00	COUNSELING SERVICES
								Total Payment	**320.00**	
527862	07/15/25	NOFFSINGER, ANTHONY R	MV REFUND	100	100	GENERAL FUND	211650	Fee Refunds - Clerk & Recorder	51.33	REGISTRATION REFUND
527863	07/15/25	PAWNEE BUTTES SEED INC	242562096	200	31400	MAINTENANCE OF CONDITION	448700	Other Constr/Maint. Materials	2,291.35	GRASS SEED EROSION CONTROL
527864	07/15/25	POSTMORTEM PATHOLOGY SERVICES INC	2506DOU	100	23100	CORONER	443100	Medical, Dental & Vet Services	18,325.00	JUN 2025 AUTOPSIES
527865	07/15/25	ROTH, JEFF	042225-060625	100	807004	HIDDEN MESA TRAILHEAD	433400	Operating Supplies	89.33	HIDDEN MESA ORCHARD SUPPLIES
527866	07/15/25	SAVIO HOUSE	45838SAP	210	44500	CHILD WELFARE	443600	Other Professional Services	24,293.00	JUN 2025 SAVIO MULTICOUNTY ASSESSMENT
527867	07/15/25	SHAFFER, ELIZABETH	062425	217	46100	DC HEALTH DEPT ADMIN	443600	Other Professional Services	20.00	VITAL RECORDS REFUND
527868	07/15/25	SIRASANAMBATI, SIVAKUMAR R	MV REFUND	100	100	GENERAL FUND	211650	Fee Refunds - Clerk & Recorder	217.52	REGISTRATION REFUND
527869	07/15/25	SMITH, BRIANNA	061325-062825	100	21750	EMERGENCY SERVICES UNIT	445300	Travel Expense	1,121.00	FIRE ASSIGNMENT BACKFILL
527870	07/15/25	SMITH, RYAN	063025-070125PERDIEM	250	53500	OPEN SPACE	446100	Conference,Seminar, Train Fees	160.00	GRANT MANAGEMENT TRAINING, FORT COLLINS, CO
527871	07/15/25	SMOOT, ZACHARY T	MV REFUND	100	100	GENERAL FUND	211650	Fee Refunds - Clerk & Recorder	447.71	REGISTRATION REFUND
527872	07/15/25	TASU, KYLIE N	MV REFUND	100	100	GENERAL FUND	211650	Fee Refunds - Clerk & Recorder	584.46	REGISTRATION REFUND
527873	07/15/25	TATE, JODIE	MV REFUND	100	100	GENERAL FUND	211650	Fee Refunds - Clerk & Recorder	305.76	REGISTRATION REFUND
527874	07/15/25	THE INTERIM LLC	1049	223	28501	DA 23RD - STATE MANDATED COSTS	445300	Travel Expense-State Mandated	29.50	EXPERT WITNESS SERVICES
			1050	223	28501	DA 23RD - STATE MANDATED COSTS	445300	Travel Expense-State Mandated	29.50	EXPERT WITNESS SERVICES
								Total Payment	**59.00**	
527875	07/15/25	TRAFFIC SAFETY WAREHOUSE	140393A	220	22120	FLEET - LEA	433400	Operating Supplies	10,194.00	TRAFFIC CONES
527876	07/15/25	UNIFIRST CORPORATION	2260175682	100	19910	FLEET MAINTENANCE	433500	Clothing & Uniforms	131.02	UNIFORM SERVICE
			2260175745	100	19910	FLEET MAINTENANCE	433500	Clothing & Uniforms	43.21	UNIFORM SERVICE
								Total Payment	**174.23**	
527877	07/15/25	UNIVERSITY OF COLORADO MEDICINE	FIN086906	223	28501	DA 23RD - STATE MANDATED COSTS	445300	Travel Expense-State Mandated	1,770.00	EXPERT WITNESS SERVICES
527878	07/15/25	VERIZON WIRELESS - VSAT	9022405363	100	21200	INVESTIGATIONS	443600	Other Professional Services	625.00	TOWER DUMPS
			9022405369	100	21200	INVESTIGATIONS	443600	Other Professional Services	800.00	TOWER DUMPS
								Total Payment	**1,425.00**	
527879	07/15/25	WAGNER, JEREMY	061425-061525	200	31600	ENG - TRAFFIC SIGNS/STRIPING	445300	Travel Expense	71.40	MILEAGE REIMBURSEMENT
527880	07/15/25	WARNE CHEMICAL & EQUIPMENT COMPANY	11027756	200	31550	WEED CONTROL	436200	Equip. & Motor Vehicle Parts	283.01	SPRAYER PARTS
527881	07/15/25	WARRIOR KIT INC	WK25216	223	28001	DA 23RD - DISTRICT MO ALLOC	433400	Operating Supplies	2,400.00	INVESTIGATIONS EQUIPMENT
527882	07/15/25	WATERWAY CARWASH	8823637	100	23350	SPECIAL INVESTIGATIONS SECTION	449057	Fleet Outside Repairs	10.00	MAY 2025 CAR WASHES
			8823637	100	23150	MAJOR CRIMES SECTION	449057	Fleet Outside Repairs	20.00	MAY 2025 CAR WASHES
			8823637	100	22270	HR DIVISION ADMIN	449057	Fleet Outside Repairs	20.00	MAY 2025 CAR WASHES
			8823637	100	21160	INTERNAL AFFAIRS	449057	Fleet Outside Repairs	20.00	MAY 2025 CAR WASHES

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			8823637	100	22650	RESERVE PROGRAM	449057	Fleet Outside Repairs	5.75	MAY 2025 CAR WASHES
			8823637	100	27150	SCHOOL RESOURCE OFFICERS	449057	Fleet Outside Repairs	180.25	MAY 2025 CAR WASHES
			8823637	100	22150	TRAFFIC SECTION	449057	Fleet Outside Repairs	51.50	MAY 2025 CAR WASHES
			8823637	100	22100	PATROL-LEA	449057	Fleet Outside Repairs	307.25	MAY 2025 CAR WASHES
			8823637	100	21100	SHERIFF ADMINISTRATION	449057	Fleet Outside Repairs	117.25	MAY 2025 CAR WASHES
			8823637	100	802014	MENTAL HEALTH INITIATIVE	449057	Fleet Outside Repairs	10.00	MAY 2025 CAR WASHES
								Total Payment	**742.00**	
527883	07/15/25	WESTERN FORESTRY RESOURCES	062125	296	861572	AMERICAN RESCUE PLAN ACT	447500	PURCH SVCS/2025 FMWRM Wildfire	1,250.00	WILDFIRE MITIGATION PROGRAM
527884	07/15/25	CASSELL, BRITTANY	042825-070125	100	55400	HISTORIC PRESERVATION	445300	Travel Expense	199.01	MILEAGE REIMBURSEMENT
527885	07/15/25	CHERRY, KATHRYN	053125-060725	100	11200	COUNTY ATTORNEY	445300	Travel Expense	111.81	MILEAGE REIMBURSEMENT
527886	07/15/25	KYLE, TRAVIS J	072125-072525PERDIEM	220	800540	K-9 UNIT	445300	Travel Expense	336.00	2025 K9 HANDLER SURVIVAL SEMINAR, PRESCOTT, AZ
527887	07/15/25	LYLE, CHRISTINE	070225	100	24100	BUILDING DEVELOPMENT SERVICES	447700	Recognition Programs	20.98	RETIREMENT CAKE
527888	07/15/25	SEARLE, SHARON	060425-060725	100	11200	COUNTY ATTORNEY	445300	Travel Expense	265.30	MILEAGE REIMBURSEMENT TO COLORADO COUNTY ATTORNEY ASSOCIATION CONFERENCE, STEAMBOAT SPRINGS, CO
527889	07/15/25	STEERS, ANDREW	060425-060725	100	11200	COUNTY ATTORNEY	445300	Travel Expense	249.20	MILEAGE REIMBURSEMENT TO COLORADO COUNTY ATTORNEY ASSOCIATION CONFERENCE, STEAMBOAT SPRINGS, CO
527890	07/15/25	STERLING RANCH LLC	DV2021443	200	200	ROAD AND BRIDGE	221630	Escrow Payable	20,480.00	ESCROW RELEASE
527891	07/15/25	SUN CONSTRUCTION & DESIGN SERVICES INC	DV2023133	200	200	ROAD AND BRIDGE	221630	Escrow Payable	3,166.00	ESCROW RELEASE
527892	07/15/25	WALPOLE, GAGE	072125-072525PERDIEM	220	800540	K-9 UNIT	445300	Travel Expense	336.00	2025 K9 HANDLER SURVIVAL SEMINAR, PRESCOTT, AZ
527893	07/15/25	WEEKLY, DARREN	082425-082925PERDIEM	100	21100	SHERIFF ADMINISTRATION	445300	Travel Expense	478.40	HOMELAND SECURITY CONFERENCE, WASHINGTON, DC
527894	07/15/25	COLORADO ASSESSORS ASSOCIATION	070225	100	14100	ASSESSOR ADMINISTRATION	446100	Conference,Seminar, Train Fees	400.00	COLORADO ASSESSORS ASSOCIATION CONFERENCE REGISTRATION
								Grand Total:	**1,897,346.79**	

HANDWRITES

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Payment Number	Payment Date	Vendor Name	Invoice Number	Fund	Business Unit	Business Unit Description	Object Acct	Account Description	Amount	Remark
109512	07/03/25	TROMBA TECHNOLOGIES INC	1617	100	18900	SOFTWARE MAINTENANCE	444550	Software/Hardware Subscription	21,657.66	TOTAL AGILITY SOFTWARE RENEWAL
109513	07/08/25	DAWN B HOLMES INC	1617	223	28001	DA 23RD - DISTRICT MO ALLOC	433992	Witness Expense	3,039.98	EXPERT WITNESS SERVICES
			1617	223	28501	DA 23RD - STATE MANDATED COSTS	445300	Travel Expense-State Mandated	1,180.00	EXPERT WITNESS SERVICES
								Total Payment	**4,219.98**	
109514	07/08/25	DEVELOPMENTAL PATHWAYS INC	JUN2025	215	45100	DEVELOPMENTAL DISABILITIES-ADM	443600	Other Professional Services	2,496,488.40	MILL LEVY DISTRIBUTION FOR JUN 2025
109519	08/01/25	DEPAUL INVERNESS LLC	AUG2025/ADMIN	295	861300	RMHIDTA MGMT & COORDINATION	451100	Building/Land Lease/Rent	2,722.33	AUG 2025 ADMIN LEASE
			AUG2025/TRNG	295	861350	RMHIDTA TRAINING	451100	Building/Land Lease/Rent	4,763.84	AUG 2025 TRAINING LEASE
			AUG2025/INTEL	295	861305	RMHIDTA INTELLIGENCE	451100	Building/Land Lease/Rent	6,125.50	AUG 2025 INTEL LEASE
								Total Payment	**13,611.67**	
109520	07/31/25	SEDAM, PENNY	070125-073125	295	861300	RMHIDTA MGMT & COORDINATION	443600	Other Professional Services	13,972.33	JUL 2025 COMPENSATION
109521	07/31/25	WEIS, KEITH	JULY2025	295	861300	RMHIDTA MGMT & COORDINATION	445100	Employee Auto Allowance	750.00	JULY 2025 AUTO
			070125-073125	295	861300	RMHIDTA MGMT & COORDINATION	443600	Other Professional Services	17,756.08	JUL 2025 COMPENSATION
								Total Payment	**18,506.08**	
527808	07/03/25	SHERIDAN BUCKLE COMPANY LLC	D66749	100	55250	COUNTY FAIR	447850	County Fair Awards	2,517.20	2025 FAIR & RODEO AWARDS
527809	07/07/25	COLLINGS REPORTING	25180	223	28001	DA 23RD - DISTRICT MO ALLOC	440100	Printing/Copying/Reports	493.20	SPECIAL COURT PROCEEDINGS
			25181	223	28001	DA 23RD - DISTRICT MO ALLOC	440100	Printing/Copying/Reports	860.40	SPECIAL COURT PROCEEDINGS
								Total Payment	**1,353.60**	
527810	07/07/25	RATNER, YOSEF	060325	223	28001	DA 23RD - DISTRICT MO ALLOC	443600	Other Professional Services	140.00	SOFTWARE PURCHASE REIMBURSEMENT
527811	07/07/25	STONEGATE VILLAGE METROPOLITAN DISTRICT	5053/063025	100	51100	PARK MAINTENANCE	450230	Water & Sewer	18,912.49	CHALLENGER PARK - SOFTBALL FIELD IRRIGATION
527812	07/07/25	XCEL ENERGY	5389108889/061625	200	31650	ENG-ITS/TRAFFIC SIGNAL OPS	450250	Traffic Signal Utilities	209.10	VEHICLE MESSAGE SIGN
527814	07/07/25	GORDON REES SCULLY MANSUKHANI LLP	KY25K2011053A	620	19400	UI/WC/DISABILITY SELF-INS.	443200	Legal Services	2,852.00	INSURANCE CLAIM
			KY25K2011053	620	19400	UI/WC/DISABILITY SELF-INS.	443200	Legal Services	7,148.00	INSURANCE CLAIM
								Total Payment	**10,000.00**	
								Grand Total:	**2,601,588.51**	

PCARD

R55AP001 | DOUGLAS COUNTY GOVERNMENT | 7/7/2025

Payment Register Report | 16:08:53

Payment Number	Payment Date	Vendor Name	Invoice Number	Amount	Remark
109511	07/02/25	J P MORGAN CHASE BANK	063025	986,112.47	2025 PCARD PURCHASES - 063025
				986,112.47	

J.P.Morgan

JPMORGAN CHASE BANK NA
P.O. BOX 15918
MAIL SUITE DE1-1404
WILMINGTON DE 19850

ACCOUNT NUMBER	[redacted]
PAYMENT DUE DATE	07/14/2025
AMOUNT DUE	$986,112.47
CURRENT BALANCE	$986,112.47

Remit To: JPMORGAN CHASE BANK NA
P.O. BOX 4475
CAROL STREAM, IL 60197-4475

AMOUNT ENCLOSED $

DOUGLAS COUNTY GOVT
CAROLYN RIGGS
100 THIRD STREET
SUITE 130
CASTLE ROCK CO 80104-2425

** □□□□□□□

[redacted]

PLEASE TEAR PAYMENT COUPON AT PERFORATION

STATEMENT MESSAGES

COMMERCIAL ACCOUNT SUMMARY

ORGANIZATION NAME: DOUGLAS COUNTY GOVT

ACCOUNT NUMBER: [redacted]

CLOSING DATE	06-30-25
CREDIT LIMIT	2,000,000
AVAILABLE CREDIT	1,013,888

FOR CUSTOMER SERVICE CALL:
1-800-316-6056

FOR TTY/TDD SERVICE CALL:
1-800-955-8060

SEND BILLING INQUIRIES TO:

JPMORGAN CHASE BANK NA
COMMERCIAL CARD SOLUTIONS
P.O. BOX 2015
MAIL SUITE IL1-6225
ELGIN, IL 60121

PREVIOUS BALANCE	916,091.11
PURCHASES AND OTHER CHARGES	1,022,628.53
CASH ADVANCES	.00
CREDITS	36,516.06
PAYMENTS	916,091.11-
LATE PAYMENT CHARGES	.00
CASH ADVANCE FEE	.00
FINANCE CHARGES	.00
NEW BALANCE	**986,112.47**
TOTAL PAYMENT DUE	986,112.47
DISPUTED AMOUNT	.00

Spend Analysis by Merchant

Run Date: 07/01/2025

Report ID: 10013

Posting Date: 06/01/2025 - 06/30/2025

DOUGLAS COUNTY GOVT
CAROLYN RIGGS
100 THIRD STREET
CASTLE ROCK, CO 80104-2425 USA

Merchant Name	Amount	Amount % Of Total	Average Amount	Count	Count % Of Total
TOWN OF CASTLE ROCK	39,627.87	3.74	4,953.48	8	8.00
WICKED COLLISION CENTE	38,084.96	3.60	4,231.66	9	9.00
INSIGHT PUBLIC SECTOR	30,772.76	2.91	4,396.11	7	7.00
VZWRLSS*APOCC VISB	29,107.12	2.75	14,553.56	2	2.00
481A PURCELL TIRE	28,060.34	2.65	1,650.61	17	17.00
AFW-ESTORE #33	24,126.40	2.28	24,126.40	1	1.00
GOVCONNECTION	20,201.95	1.91	1,836.54	11	11.00
AFW-COMPARK #61	19,510.05	1.84	9,755.03	2	2.00
CAMFIL USA, INC	16,922.89	1.60	8,461.45	2	2.00
VZWRLSS*MY VZ VB P	15,318.60	1.45	7,659.30	2	2.00
L.A.W.S.	14,733.22	1.39	2,946.64	5	5.00
WCI*WC OF COLORADO	13,510.22	1.28	4,503.41	3	3.00
THE PARK CATALOG	12,599.00	1.19	6,299.50	2	2.00
LOWES #02274*	11,764.83	1.11	653.60	18	18.00
CINTAS CORP	11,704.70	1.11	344.26	34	34.00
HSS	10,588.00	1.00	1,764.67	6	6.00
CASTLE ROCK WINNELSON	10,569.27	1.01	704.62	15	15.00
OJ WATSON	10,561.59	1.00	1,173.51	9	9.00
UNITED AIRLINES	10,382.56	0.99	253.23	41	41.00
FILEVINE	9,649.80	0.91	9,649.80	1	1.00
UNITED SITE SERVICES	9,297.47	0.88	422.61	22	22.00
SQ *AVID PAINTING & HO	9,233.95	0.87	9,233.95	1	1.00
COLORADO PETROLEUM	9,208.84	0.87	2,302.21	4	4.00
SOUTHWEST AIRLINES	8,507.88	0.88	303.85	28	28.00
COLORADO ASSOC OF TAX	8,502.65	0.80	447.51	19	19.00
XCEL EZ-PAY WEB	8,264.79	0.78	918.31	9	9.00
KUBAT EQUIPMENT DENVER	7,835.53	2.01	979.44	8	8.00
4IMPRINT, INC	7,788.12	0.74	1,557.62	5	5.00
HOLIDAY INNS	7,735.29	0.73	276.26	28	28.00

Merchant Name	Amount	Amount % Of Total	Average Amount	Count	Count % Of Total
IN *COOL SHADE UNLIMIT	7,443.75	0.70	7,443.75	1	1.00
SOURCE MANAGEMENT	7,392.15	0.70	171.91	43	43.00
DIVERSIFIED BODY AND P	7,235.48	0.68	7,235.48	1	1.00
BI, INC AP	6,423.00	0.61	6,423.00	1	1.00
WAGNER EXCHANGE, LLC	5,818.35	0.55	415.60	14	14.00
MONDAY.COM	5,700.00	0.54	5,700.00	1	1.00
THOMSON WEST*TCD	5,546.54	0.52	1,848.85	3	3.00
INTERSTATE BATTERIES P	5,152.98	0.49	2,576.49	2	2.00
VSP*GAYLORD ARCHIVAL	4,882.45	0.46	697.49	7	7.00
LPY*PRIMARY EVNT RNTL	4,755.70	0.45	4,755.70	1	1.00
LABOR FINDERS	4,562.27	0.43	651.75	7	7.00
CENTER COPY PRINTING	4,381.00	0.41	438.10	10	10.00
TRINITY GROUP COMPANIE	4,378.00	0.41	4,378.00	1	1.00
APPLE SPICE #39	4,304.21	0.41	2,152.11	2	2.00
THE HOME DEPOT #1540	4,275.58	0.45	251.50	17	17.00
COLORADOLAND TIRE 7301	4,275.56	0.73	855.11	5	5.00
EVENT PRO SOFTWARE	4,165.00	0.39	2,082.50	2	2.00
DOCUVAULT DELAWARE VAL	4,125.00	0.39	4,125.00	1	1.00
APHA ANNUAL MEETING	4,100.00	0.39	683.33	6	6.00
INLAND TRUCK PARTS	4,027.44	0.38	1,006.86	4	4.00
ZORO TOOLS INC	4,006.66	0.38	445.18	9	9.00
CDW GOVT #AE4SR4I	4,003.64	0.38	4,003.64	1	1.00
CDW GOVT #AE6JE8E	4,003.64	0.38	4,003.64	1	1.00
SQ *COVINGTON BOOKS	3,951.95	0.37	3,951.95	1	1.00
COLORADO CANOPIES LLC	3,923.00	0.37	3,923.00	1	1.00
N-EAR, INC	3,838.55	0.36	3,838.55	1	1.00
SQ *AUTO GLASS WORKS	3,635.00	0.40	242.33	15	15.00
ACTION FIREARMS	3,439.00	0.32	1,146.33	3	3.00
FSP*COLORADO BAR ASSOC	3,426.20	0.32	380.69	9	9.00
HOT SHOT SUPPLY CO	3,388.54	0.32	3,388.54	1	1.00
WWW.THESHEDYARD.COM	3,237.90	0.31	3,237.90	1	1.00
HOMEDEPOT.COM	3,156.15	0.30	1,578.08	2	2.00
ACE EQUIPMENT AND SUPP	3,141.60	0.30	3,141.60	1	1.00
SUPPLYHOUSE.COM	3,116.57	0.29	623.31	5	5.00
ORACLE AMERICA, INC.	3,054.29	0.29	1,018.10	3	3.00
AMAZON MKTPL*NO7OB8VT0	3,051.11	0.29	3,051.11	1	1.00
FIRST IN LIGHTS AND...	3,016.06	0.28	3,016.06	1	1.00
STEAMBOAT MTN RESERVAT	3,005.83	0.28	375.73	8	8.00
AMAZON.COM*NH68424A0	2,990.00	0.28	2,990.00	1	1.00

Merchant Name	Amount	Amount % Of Total	Average Amount	Count	Count % Of Total
WESTSIDE TOWING	2,959.50	0.28	128.67	23	23.00
THE HOME DEPOT #1531	2,946.80	0.28	173.34	17	17.00
BOX, INC.	2,940.00	0.28	2,940.00	1	1.00
BOWMAN CONSTRUCTION SU	2,911.58	0.29	727.90	4	4.00
SQ *THE PEOPLE'S PICKL	2,900.00	0.27	2,900.00	1	1.00
HILTON GARDEN INN	2,842.55	0.27	355.32	8	8.00
IN *ALL ANIMAL RECOVER	2,800.00	0.26	2,800.00	1	1.00
PENDRY SAN DIEGO - ESI	2,778.18	0.26	2,778.18	1	1.00
RSD - CENTENNIAL#74	2,729.79	0.26	272.98	10	10.00
AFFILIATED PARTS, LLC	2,718.06	0.26	2,718.06	1	1.00
SQ *BAR P ANIMAL RESCU	2,717.17	0.26	2,717.17	1	1.00
TENDER LOVING	2,700.00	0.26	1,350.00	2	2.00
IN *KEWLEY VENTURES LL	2,670.00	0.25	2,670.00	1	1.00
FARM DEALER	2,628.23	0.25	262.82	10	10.00
DENT FREE* INV1112	2,605.26	0.25	2,605.26	1	1.00
BRANDED BILLS	2,532.90	0.24	1,266.45	2	2.00
SQ *MELISSA HUFF	2,500.00	0.24	2,500.00	1	1.00
ALAMEDA WHOLESALE NURS	2,476.00	0.23	1,238.00	2	2.00
WCI*WASTE CONNECTIONS	2,447.87	0.23	1,223.94	2	2.00
FARIS MACHINERY	2,441.39	0.48	271.27	9	9.00
FASTSIGNS 371801	2,415.13	0.23	483.03	5	5.00
MURDOCH'S RANCH&HOME #	2,380.40	0.22	264.49	9	9.00
COWATERCON* INV-52223	2,363.00	0.22	2,363.00	1	1.00
IN *CASTLE PINES CONNE	2,325.00	0.22	775.00	3	3.00
LES SCHWAB TIRES #151	2,289.77	0.22	2,289.77	1	1.00
KING SOOPERS #0125	2,278.77	0.22	207.16	11	11.00
BEAVER RUN RESORT	2,250.47	0.21	204.59	11	11.00
BRON TAPES	2,188.62	0.21	1,094.31	2	2.00
AMAZON MKTPL*NH5VG5241	2,126.00	0.20	2,126.00	1	1.00
IN *BLACK WIDOW ARENA	2,112.00	0.20	2,112.00	1	1.00
ROCKY MOUNTAIN AIR SOL	2,096.77	0.20	698.92	3	3.00
SP PATCHPANEL.CA-9647	2,045.00	0.19	1,022.50	2	2.00
EXTENDED STAY	2,005.61	0.19	501.40	4	4.00
CHEMSTATION INTER	1,964.25	0.19	982.13	2	2.00
THE HOME DEPOT 1540	1,886.94	0.18	209.66	9	9.00
VISION CHEMICAL SYSTEM	1,881.30	0.18	1,881.30	1	1.00
CORE ELECTRIC COOPERAT	1,874.11	0.18	234.26	8	8.00
SOURCES INC	1,869.50	0.18	1,869.50	1	1.00
AMAZON MKTPL*NO3E09K41	1,859.40	0.18	1,859.40	1	1.00

Merchant Name	Amount	Amount % Of Total	Average Amount	Count	Count % Of Total
2PITNEY BOWES LEASING	1,848.96	0.17	1,848.96	1	1.00
USPS PO 0714410156	1,795.20	0.17	359.04	5	5.00
GRANT WRITING USA	1,785.00	0.17	892.50	2	2.00
AVTECH ELECTRONICS INC	1,779.41	0.17	593.14	3	3.00
AMAZON MKTPL*NA7H840K2	1,725.01	0.16	1,725.01	1	1.00
IN *JT PUMPING, LLC	1,723.35	0.16	1,723.35	1	1.00
COURSES BY ZIPLINES	1,700.00	0.16	1,700.00	1	1.00
IN *STEP SEVEN INC	1,700.00	0.16	850.00	2	2.00
AFP*CASRO	1,695.38	0.16	1,695.38	1	1.00
AMAZON MKTPL*NH7MX0JH0	1,679.45	0.16	1,679.45	1	1.00
SP MODLITE SYSTEMS	1,666.00	0.16	1,666.00	1	1.00
RADIOTRONICS, INC	1,652.00	0.16	1,652.00	1	1.00
KRAV MAGA WORLDWIDE	1,650.00	0.16	1,650.00	1	1.00
AMAZON MKTPL*NQ2MW9ZL1	1,635.20	0.15	1,635.20	1	1.00
ALLEGION ACCESS TECHNO	1,629.33	0.15	1,629.33	1	1.00
AMAZON MKTPL*NO62J04H1	1,623.00	0.15	1,623.00	1	1.00
TRELLO.COM* ATLASSIAN	1,620.00	0.15	1,620.00	1	1.00
HIGHLANDS RANCH WATER	1,617.72	0.15	1,617.72	1	1.00
STARLINK INTERNET	1,613.00	0.15	806.50	2	2.00
CALEA INC.	1,600.00	0.15	800.00	2	2.00
AIS	1,595.00	0.15	1,595.00	1	1.00
SQ *KENZ & LESLIE DIST	1,587.30	0.15	793.65	2	2.00
AMERICAN SIGN PRODUCTS	1,584.02	0.15	1,584.02	1	1.00
EMBASSY SUITES	1,549.00	0.15	516.33	3	3.00
AMAZON MKTPL*NH0MR0R51	1,536.45	0.15	1,536.45	1	1.00
THE HOME DEPOT 1531	1,532.12	0.14	69.64	22	22.00
4 ALL PROMOS	1,530.41	0.14	1,530.41	1	1.00
COLORADO ORGANIZATION	1,510.50	0.14	377.63	4	4.00
U.S. SAWS	1,503.05	0.14	1,503.05	1	1.00
LA QUINTA INN AND SUITES	1,501.00	0.15	500.33	3	3.00
IN *STOCK ENTERPRISES,	1,500.00	0.14	1,500.00	1	1.00
MAINTENANCE RESOURCES	1,500.00	0.14	1,500.00	1	1.00
J&J DOG SUPPLIES	1,499.97	0.14	1,499.97	1	1.00
PRACTICE SPORTS	1,495.18	0.14	1,495.18	1	1.00
AMAZON.COM*NH7LU2ZA1	1,495.00	0.14	1,495.00	1	1.00
IN *WALK-N-ROLL	1,494.41	0.14	1,494.41	1	1.00
TOWNEPLACE SUITES	1,494.00	0.14	747.00	2	2.00
SHERATON	1,470.27	0.14	1,470.27	1	1.00
COURTYARD BY MARRIOTT	1,447.46	0.14	482.49	3	3.00

Merchant Name	Amount	Amount % Of Total	Average Amount	Count	Count % Of Total
AMAZON MKTPL*N69K49RF1	1,430.50	0.14	1,430.50	1	1.00
REALTY MARKETING DOMAI	1,430.00	0.14	1,430.00	1	1.00
SPRINGHILL SUITES	1,417.60	0.13	283.52	5	5.00
PIONEER MATERIALS WEST	1,414.54	0.13	471.51	3	3.00
SPROUT SOCIAL, INC	1,407.95	0.13	1,407.95	1	1.00
IN *RESCUE X	1,398.00	0.13	1,398.00	1	1.00
KLEEN RITE CORP	1,397.15	0.13	1,397.15	1	1.00
CATOTRAINING.ORG	1,390.00	0.13	695.00	2	2.00
WAL-MART #0984	1,356.33	0.13	150.70	9	9.00
SAMSCLUB #4853	1,350.91	0.13	168.86	8	8.00
SPI*DENVER WATER	1,331.19	0.13	665.60	2	2.00
MINUTEMAN PRESS DENVER	1,317.63	0.12	1,317.63	1	1.00
PY *GRAPHIC ELEPHANTS	1,300.00	0.12	1,300.00	1	1.00
SKD TACTICAL	1,296.50	0.12	648.25	2	2.00
QUALITY LOGO PRODUCTS	1,296.46	0.12	1,296.46	1	1.00
AMAZON MKTPL*NO8SZ3UA1	1,265.88	0.12	1,265.88	1	1.00
MOUNTAIN VIEW ELECTRIC	1,262.65	0.12	1,262.65	1	1.00
NASSCO, INC.	1,240.00	0.12	1,240.00	1	1.00
THRIVE TRAINING & PUBL	1,235.00	0.12	1,235.00	1	1.00
FAIRFIELD INN	1,230.00	0.12	615.00	2	2.00
AMAZON MKTPL*NA38L66C0	1,220.56	0.12	1,220.56	1	1.00
AMAZON MKTPL*NN6Y258R0	1,207.95	0.11	1,207.95	1	1.00
WM SUPERCENTER #984	1,200.55	0.11	200.09	6	6.00
E 470 EXPRESS TOLLS	1,195.84	0.11	239.17	5	5.00
WWW.ANIMALASSISTEDTHER	1,175.00	0.11	1,175.00	1	1.00
MERCEDES BENZ LITTLETO	1,162.26	0.11	581.13	2	2.00
IAEI	1,160.00	0.14	386.67	3	3.00
EDEN K9 CONSULTING	1,155.00	0.11	1,155.00	1	1.00
DETECTACHEM INC	1,148.36	0.11	1,148.36	1	1.00
AMAZON MKTPL*NH5LX98U0	1,148.20	0.11	1,148.20	1	1.00
AMAZON MKTPL*NN0JQ7BB0	1,148.16	0.11	1,148.16	1	1.00
FUZZYS TACO SHOP CASTL	1,140.00	0.11	570.00	2	2.00
CTRI/ACHIEVE	1,136.29	0.11	1,136.29	1	1.00
GREETLY	1,128.00	0.11	1,128.00	1	1.00
ELITE SPORTS	1,110.40	0.10	1,110.40	1	1.00
BOSCH AUTOMOTIVE SERVI	1,100.00	0.10	1,100.00	1	1.00
CBI ONLINE	1,098.00	0.10	20.72	53	53.00
GOOGLE *CLOUD NWFVWV	1,089.73	0.10	1,089.73	1	1.00
SQ *ABSOLUTE GRAPHICS,	1,077.46	0.10	1,077.46	1	1.00

Merchant Name	Amount	Amount % Of Total	Average Amount	Count	Count % Of Total
FORCE AMER. DISTRIBUTI	1,070.36	0.10	535.18	2	2.00
24HOURWRISTBANDS.COM	1,064.00	0.12	266.00	4	4.00
IN *ALL AMERICAN ELECT	1,060.00	0.10	1,060.00	1	1.00
LOWES #01755*	1,052.00	0.10	175.33	6	6.00
LEXISNEXIS RISK SOL	1,050.01	0.10	350.00	3	3.00
AMAZON.COM*NA9ZN7Q31	1,019.98	0.10	1,019.98	1	1.00
AMAZON MKTPL*NQ82D1BW1	1,018.26	0.10	1,018.26	1	1.00
SQ *THE CAKE COMPANY	1,000.00	0.09	500.00	2	2.00
AMAZON MKTPL*NA8V12CJ2	993.96	0.09	993.96	1	1.00
WHITTCO LLC	988.85	0.09	988.85	1	1.00
DEN PUBLIC PARKING	985.00	0.09	123.13	8	8.00
SP EXPOPREP.IO	979.99	0.09	979.99	1	1.00
ZOOM.COM 888-799-9666	959.40	0.11	479.70	2	2.00
PRODUCTION PRINTING AT	955.20	0.09	955.20	1	1.00
SHERWIN-WILLIAMS707457	946.24	0.09	315.41	3	3.00
SMK*SURVEYMONKEY.COM	936.00	0.09	936.00	1	1.00
TRANE SUPPLY-111621	933.20	0.09	311.07	3	3.00
RENAISSANCE HOTELS	919.83	0.09	459.92	2	2.00
ADAMS LUMBER CO	919.80	0.09	919.80	1	1.00
O.J. WATSON EQUIPMENT	902.36	0.09	902.36	1	1.00
DENVER METRO FORENSI	900.00	0.09	900.00	1	1.00
MILE HIGH METAL SUPPLY	898.60	0.08	449.30	2	2.00
DALLAS CHILDRENS ADVOC	895.00	0.08	895.00	1	1.00
SP RAPIDRADIOS.COM	894.58	0.08	894.58	1	1.00
ARBOR VALLEY NURSERY	892.65	0.22	223.16	4	4.00
AMAZON MKTPL*NN6BI4RW1	881.00	0.08	881.00	1	1.00
HOTEL COLORADO	875.00	0.08	291.67	3	3.00
IN *HAZELBROOK SOBER L	875.00	0.08	875.00	1	1.00
RED HILL SUPPLY-SOURCE	870.61	0.08	435.31	2	2.00
BOBCAT PARKER	861.19	0.08	287.06	3	3.00
POWERS PRODUCTS CO	846.60	0.08	846.60	1	1.00
TRANSWEST FREIGHTLINER	835.09	0.08	835.09	1	1.00
WINN MARION BARBER LLC	827.50	0.08	827.50	1	1.00
ROCK HEATING	810.79	0.08	810.79	1	1.00
CENTURYLINK LUMEN	810.44	0.08	405.22	2	2.00
AMAZON MKTPL*NH6AJ6131	801.40	0.08	801.40	1	1.00
OFFICE DEPOT #2192	793.80	0.07	396.90	2	2.00
INSIGHT AUTO GLASS	789.47	0.07	789.47	1	1.00
HARBOR FREIGHT TOOLS29	774.56	0.07	258.19	3	3.00

Merchant Name	Amount	Amount % Of Total	Average Amount	Count	Count % Of Total
SP BENDIXKINGRADIOS	761.95	0.07	761.95	1	1.00
MCCANDLESS TRUCK CENTE	761.71	0.12	126.95	6	6.00
SAMS CLUB #4853	757.10	0.07	189.28	4	4.00
SNARF S ON WILCOX	750.53	0.07	750.53	1	1.00
SQ *CDIA	750.00	0.07	750.00	1	1.00
AMAZON MKTPL*N61BR6PM1	749.70	0.07	749.70	1	1.00
AMAZON MKTPL*NA1003MD0	745.64	0.07	745.64	1	1.00
CENTER FOR BREASTFEEDI	745.00	0.07	745.00	1	1.00
KNOX COMPANY INC	743.00	0.07	371.50	2	2.00
GEORGE T SANDERS 07	740.75	0.07	185.19	4	4.00
OPENAI *CHATGPT SUBSCR	732.17	0.07	146.43	5	5.00
COMCAST BUSINESS	730.05	0.07	730.05	1	1.00
AMAZON MKTPL*NO89L6AF0	730.00	0.07	730.00	1	1.00
MANTLE & CENTRIFUGE	730.00	0.07	730.00	1	1.00
AMAZON MKTPL*NH2EC6ZJ0	728.50	0.07	728.50	1	1.00
USPS.COM CLICKNSHIP	724.75	0.07	22.65	32	32.00
SP SUPPLYCACHE.COM	719.70	0.07	719.70	1	1.00
GREAT LAKES MARINE - D	715.66	0.07	715.66	1	1.00
CELLHIRE USA	715.34	0.07	357.67	2	2.00
HYATT HOTELS	709.77	0.07	354.89	2	2.00
ID EDGE INC	700.56	0.07	350.28	2	2.00
AFP*COLORADO STING	700.00	0.07	350.00	2	2.00
KELE, INC	698.49	0.07	698.49	1	1.00
WALMART.COM	667.48	0.06	166.87	4	4.00
SP ERGO EXPERTS	664.95	0.06	664.95	1	1.00
FS *TECHSMITH	662.65	0.06	331.33	2	2.00
SOUTH METRO	654.34	0.06	654.34	1	1.00
SP CUSTOMPINS.COM	652.50	0.06	652.50	1	1.00
AMAZON MKTPL*N62XI1U00	648.00	0.06	648.00	1	1.00
BAVCO	643.70	0.06	321.85	2	2.00
SP HUSTLE 2.0	639.60	0.06	319.80	2	2.00
OFFICEMAX/DEPOT 6763	635.98	0.06	635.98	1	1.00
TRACTOR SUPPLY CO #180	628.03	0.06	78.50	8	8.00
SUMMIT SAFETY/HIVIS SU	619.67	0.06	206.56	3	3.00
AMAZON MKTPL*N68UI7N31	616.04	0.06	616.04	1	1.00
WICKLANDER-ZULAWSKI	615.00	0.06	615.00	1	1.00
AMAZON MKTPL*NA3AA35U1	612.68	0.06	612.68	1	1.00
AMAZON MKTPL*NQ3486O22	612.02	0.06	612.02	1	1.00
MAILCHIMP	611.55	0.06	152.89	4	4.00

Merchant Name	Amount	Amount % Of Total	Average Amount	Count	Count % Of Total
APA	610.00	0.06	610.00	1	1.00
WALMART.COM 8009256278	601.98	0.06	100.33	6	6.00
DOUGLAS COUNTY SCHOOL	600.00	0.06	300.00	2	2.00
IN *KYLE MORTENSEN	600.00	0.06	600.00	1	1.00
MZEROA.COM	594.00	0.06	297.00	2	2.00
SHERWIN-WILLIAMS707232	592.70	0.06	592.70	1	1.00
AMAZON MKTPL*NH5EL9NV1	591.58	0.06	591.58	1	1.00
AMAZON MKTPL*NA42Z9OU0	590.48	0.06	590.48	1	1.00
IN *FIRST IMPRESSION P	589.41	0.06	589.41	1	1.00
HERTZ	588.33	0.06	196.11	3	3.00
EXTRA SPACE 1458	579.00	0.05	579.00	1	1.00
USPS.COM POSTAL STORE	574.10	0.05	287.05	2	2.00
INDEED USI25-03283627	572.91	0.05	572.91	1	1.00
AMAZON.COM*N34J95O22	569.92	0.05	569.92	1	1.00
COMCAST / XFINITY	561.69	0.05	112.34	5	5.00
EWING IRRIGATION PRD 5	559.89	0.05	559.89	1	1.00
QDOBA 2329 ONLINE	557.48	0.05	557.48	1	1.00
TITAN MACHINERY - HEND	555.14	0.05	277.57	2	2.00
SQ *INTERMOUNTAIN SWEE	550.20	0.05	550.20	1	1.00
AMAZON MKTPL*NO3P24V91	549.85	0.05	549.85	1	1.00
AMAZON MKTPL*NQ72V2MB1	545.99	0.05	545.99	1	1.00
SAMS CLUB #6634	536.26	0.05	536.26	1	1.00
INDEED USI25-03344706	534.03	0.05	534.03	1	1.00
TRANSPARENT CLEA	528.32	0.05	264.16	2	2.00
DF SUPPLY	528.15	0.05	528.15	1	1.00
ROCKVIEW HOTEL	525.00	0.05	175.00	3	3.00
FRONTIER	521.28	0.05	521.28	1	1.00
DRIVERS LICENSE GUIDE	520.00	0.05	520.00	1	1.00
SQ *DART WARS LLC	514.49	0.05	514.49	1	1.00
EZCATER*CARRABBAS ITAL	512.05	0.05	512.05	1	1.00
THE HOME DEPOT 1516	510.48	0.05	255.24	2	2.00
DENVER OIL	500.00	0.05	500.00	1	1.00
SP IPCAMPOWER	499.99	0.05	499.99	1	1.00
STAMPS.COM *USPOSTAGE	499.46	0.05	249.73	2	2.00
AMAZON MKTPL*N66L71PA0	498.72	0.05	498.72	1	1.00
AMAZON.COM*NH1EN0NK0	498.63	0.05	498.63	1	1.00
BUDGET RENT-A-CAR	497.27	0.05	497.27	1	1.00
AMAZON MKTPL*NH6WN8DG0	490.72	0.05	490.72	1	1.00
GRAINGER	486.11	0.07	97.22	5	5.00

Merchant Name	Amount	Amount % Of Total	Average Amount	Count	Count % Of Total
ULINE *SHIP SUPPLIES	484.67	0.05	161.56	3	3.00
COLORADO PUBLIC HEALTH	484.00	0.05	484.00	1	1.00
RAINMASTER	474.20	0.04	474.20	1	1.00
AMAZON MKTPL*N62622MN0	467.99	0.04	467.99	1	1.00
AMAZON MKTPL*NQ96Z01G2	466.96	0.04	466.96	1	1.00
AMAZON MKTPL*NA05L79Q2	464.95	0.04	464.95	1	1.00
ACCU-TECH CORPORATION	463.99	0.04	232.00	2	2.00
COMPULOCKS BRANDS INC.	459.00	0.04	459.00	1	1.00
ALPINE LUMBER #20	456.00	0.04	456.00	1	1.00
AMAZON MKTPL*NA1803GY1	453.12	0.04	453.12	1	1.00
IN *INTERIM COUNSELING	450.00	0.04	450.00	1	1.00
PANERA BREAD #202448 O	449.51	0.04	112.38	4	4.00
CITY OF WOODLAND PARK	447.17	0.04	447.17	1	1.00
PAPA JOHN S #3944	444.04	0.04	148.01	3	3.00
AMAZON MKTPL*N632P88E0	443.47	0.04	443.47	1	1.00
FEDEX37945916	440.97	0.04	440.97	1	1.00
AMAZON.COM*NA02F5NT1	439.98	0.04	439.98	1	1.00
AMAZON MKTPL*NA1683HJ1	439.95	0.04	439.95	1	1.00
AMAZON MKTPL*NA84W9XP0	439.95	0.04	439.95	1	1.00
FACEBK *B2GKBTUAM2	437.00	0.04	437.00	1	1.00
MSFT * E0500WL5JY	437.00	0.04	437.00	1	1.00
AFP*PRIA	435.00	0.04	435.00	1	1.00
CHICK-FIL-A #01580	430.00	0.13	143.33	3	3.00
NICP, INC.	425.00	0.04	425.00	1	1.00
WWW.CAFERIO.COM	421.50	0.04	421.50	1	1.00
HALO BRANDED SOLUTIONS	417.15	0.04	417.15	1	1.00
IN *MALCO AUTO SUPPLY	415.20	0.04	207.60	2	2.00
LULU HOTEL SILVER CITY	414.81	0.04	414.81	1	1.00
COURSERA.ORG	414.56	0.04	414.56	1	1.00
BROTHERS BBQ 8	410.47	0.04	410.47	1	1.00
GOOGLE*ADS6207507262	408.87	0.04	408.87	1	1.00
SP RAM MOUNTS	408.86	0.04	204.43	2	2.00
AXON	400.00	0.04	400.00	1	1.00
CAREPORTAL/GO PROJECT	400.00	0.04	200.00	2	2.00
PLUM CREEK CASTLE ROCK	400.00	0.04	400.00	1	1.00
ALLCEUS.COM	398.00	0.04	199.00	2	2.00
FACEBK *7JRL9TLBM2	397.00	0.04	397.00	1	1.00
FACEBK *E56TRSGBM2	397.00	0.04	397.00	1	1.00
GRIMCO INC	395.88	0.04	395.88	1	1.00

Merchant Name	Amount	Amount % Of Total	Average Amount	Count	Count % Of Total
LANDS END BUS OUTFITTE	382.55	0.04	382.55	1	1.00
SQ *YOLANDA'S TACOS	380.64	0.04	190.32	2	2.00
AMAZON.COM*NN81O0KN1	376.04	0.04	376.04	1	1.00
CORPORATE TRANSLATE	375.68	0.04	375.68	1	1.00
APHA EDONOREDUEPUBS	375.00	0.04	75.00	5	5.00
APWA - WORK ZONE	375.00	0.04	375.00	1	1.00
KING SOOPERS #0132	373.91	0.04	62.32	6	6.00
FREIGHTCENTER INC	372.00	0.04	372.00	1	1.00
PIRTEK SOUTH VALLEY	365.28	0.03	365.28	1	1.00
AMAZON MKTPL*NQ2I18C02	363.93	0.03	363.93	1	1.00
TST*SCILEPPIS AT THE O	362.66	0.03	72.53	5	5.00
AUTOPAY/DISH NTWK	360.40	0.03	90.10	4	4.00
AMAZON.COM*NA9HK4IS0	359.94	0.03	359.94	1	1.00
AMAZON MKTPL*NA78F8G41	357.36	0.03	357.36	1	1.00
LPY*LL JOHNSON DIST CO	351.72	0.03	351.72	1	1.00
LLRMI	350.00	0.03	350.00	1	1.00
B2B PRIME*NO9NM17S1	349.00	0.03	349.00	1	1.00
AMAZON MKTPL*NA05F3DN1	347.46	0.03	347.46	1	1.00
MARRIOTT	342.37	0.03	342.37	1	1.00
BYU CONTINUING ED2	339.00	0.03	339.00	1	1.00
AMAZON MKTPL*NO46H1YL2	336.85	0.03	336.85	1	1.00
RESIDENCE INN	336.00	0.03	336.00	1	1.00
AMAZON MKTPL*NN7355I30	333.86	0.03	333.86	1	1.00
VRBO HAG7K7C1	329.82	0.03	329.82	1	1.00
CHARLES D JONES/ENGLE	327.49	0.03	109.16	3	3.00
AMAZON MKTPL*N673V9BG0	325.66	0.03	325.66	1	1.00
FERRO CONCEPTS	324.85	0.03	324.85	1	1.00
CANDLEWOOD SUITES	322.70	0.03	322.70	1	1.00
EASTERN SLOPE RURAL TE	321.84	0.03	321.84	1	1.00
AMAZON MKTPL*NQ3DU81F0	320.00	0.03	320.00	1	1.00
STAYBRIDGE SUITES	319.99	0.03	319.99	1	1.00
ALLIANZ INSURANCE	319.00	0.03	63.80	5	5.00
AMAZON MKTPL*N688D4790	315.93	0.03	315.93	1	1.00
WM SUPERCENTER #1252	315.23	0.03	105.08	3	3.00
THRIFTY CAR RENTAL	313.62	0.03	313.62	1	1.00
CHICK-FIL-A #04027	313.25	0.03	313.25	1	1.00
NEXTDOOR ADS	310.00	0.03	155.00	2	2.00
WATEREDCO	307.50	0.03	307.50	1	1.00
AMAZON MKTPL*NQ9O39612	306.15	0.03	306.15	1	1.00

Merchant Name	Amount	Amount % Of Total	Average Amount	Count	Count % Of Total
MOPARWITECHSECTURITYIN	300.00	0.03	300.00	1	1.00
SQ *ROCKVIEW HOTEL CAS	300.00	0.03	150.00	2	2.00
MERIDIAN METROPOLITAN	298.41	0.03	149.21	2	2.00
AMAZON MKTPL*NH1IB3DH0	294.50	0.03	294.50	1	1.00
POLAR SERVICE CENTERS	291.54	0.03	291.54	1	1.00
GRAND SIERRA RSRT&CASI	291.17	0.06	72.79	4	4.00
FACEBK *QA3K2TCBM2	290.92	0.03	290.92	1	1.00
AMAZON MKTPL*N68HK0IB1	289.74	0.03	289.74	1	1.00
JIMMY JOHNS - 1335	289.52	0.03	144.76	2	2.00
STICKER MULE	283.00	0.03	283.00	1	1.00
SEATINGMIND.COM	282.22	0.03	282.22	1	1.00
IDEAL BLASTING SUPPLY	281.93	0.03	281.93	1	1.00
PRIMO BRANDS/WATERSERV	278.79	0.03	139.40	2	2.00
AMAZON MKTPL*N60M11YH0	278.30	0.03	278.30	1	1.00
BEST WESTERN HOTELS	276.48	0.03	276.48	1	1.00
AMAZON MKTPL*NO2P215P2	274.20	0.03	274.20	1	1.00
SPO*GREATDIVIDEBREWERY	273.50	0.03	136.75	2	2.00
AMAZON MKTPL*NA0OY62P0	272.36	0.03	272.36	1	1.00
POTBELLY #433	271.18	0.03	271.18	1	1.00
PHILLIPS 66 - CF UNITE	270.40	0.03	24.58	11	11.00
GLENWOOD SPRINGS INN	270.00	0.03	135.00	2	2.00
AMAZON MKTPL*N63L15YQ1	267.10	0.03	267.10	1	1.00
BATTERIES PLUS #801	263.80	0.02	263.80	1	1.00
AMAZON.COM*NO6M09YY2	259.44	0.02	259.44	1	1.00
GRANTABLE	259.20	0.02	259.20	1	1.00
KUSTOM SIGNALS	257.00	0.02	257.00	1	1.00
AMAZON MKTPL*NQ5WP4XK2	256.50	0.02	256.50	1	1.00
LAWSON PRODUCTS	255.05	0.02	255.05	1	1.00
H&M TRANSMISSION AND A	255.00	0.02	85.00	3	3.00
BWY*FBINAA NATL OFFIC	250.00	0.02	250.00	1	1.00
PAYPAL *LINCOLN	250.00	0.02	250.00	1	1.00
SQ *ONEFACE	249.00	0.02	249.00	1	1.00
TST*HAWK N DOVE	249.00	0.02	124.50	2	2.00
HAMPTON INN HOTELS	244.20	0.02	122.10	2	2.00
AMAZON MKTPL*NA8ZL0OY0	243.94	0.02	243.94	1	1.00
HIGH VALLEY FARM	243.66	0.02	243.66	1	1.00
AMAZON MKTPL*NH24Q2Q32	242.43	0.02	242.43	1	1.00
PHILLIPS 66 - SEI 3823	241.25	0.02	26.81	9	9.00
CDR	240.00	0.02	80.00	3	3.00

Merchant Name	Amount	Amount % Of Total	Average Amount	Count	Count % Of Total
INT'L CODE COUNCIL INC	240.00	0.02	240.00	1	1.00
FSP*JOES CAR SERVICE	236.00	0.02	118.00	2	2.00
AMAZON MKTPL*NQ8JJ4BJ2	234.97	0.02	234.97	1	1.00
SUMMIT-HYDRAULICS.COM	234.46	0.02	234.46	1	1.00
CORNER BAKERY 1505	234.00	0.02	234.00	1	1.00
IN *ABC BOAT DOCKS	229.88	0.02	114.94	2	2.00
AMAZON.COM*NA2R02FQ1	226.98	0.02	226.98	1	1.00
AMAZON MKTPL*NN6LF02E1	220.98	0.02	220.98	1	1.00
AMAZON MKTPL*NH5E609B2	219.20	0.02	219.20	1	1.00
AMAZON.COM*NH1WE0IR0	217.95	0.02	217.95	1	1.00
AMAZON MKTPL*NH79A0X91	216.61	0.02	216.61	1	1.00
RAM PRODUCTS, LTD.	216.59	0.02	72.20	3	3.00
SANTIAGOS MEXICAN REST	216.38	0.02	108.19	2	2.00
AMAZON MKTPL*NO2965XC1	216.17	0.02	216.17	1	1.00
IN *AXL LLC	215.92	0.02	215.92	1	1.00
EXPEDIA 73153132958265	214.98	0.02	214.98	1	1.00
USPS PO BOXES ONLINE	214.00	0.02	214.00	1	1.00
AMAZON MKTPL*NA9I53JI1	212.92	0.02	212.92	1	1.00
TARGET 00013268	212.86	0.02	70.95	3	3.00
AMAZON MKTPL*N31WB5L92	211.98	0.02	211.98	1	1.00
AMAZON MKTPL*NH3S446U2	211.77	0.02	211.77	1	1.00
REDE GROUP - EVENT	210.80	0.02	210.80	1	1.00
CPS HR CONSULTING	210.00	0.02	210.00	1	1.00
AMAZON MKTPL*N64KI3PX2	208.99	0.02	208.99	1	1.00
EXPEDIA 73153352284090	208.10	0.02	208.10	1	1.00
AMAZON MKTPL*NQ74020W1	207.43	0.02	207.43	1	1.00
AMAZON MKTPL*NH6GE7IO0	204.94	0.02	204.94	1	1.00
WCI*MOUNTAIN VIEW WAST	204.84	0.02	204.84	1	1.00
N AMERICA RESCUE PRODU	202.84	0.02	202.84	1	1.00
CONOCO - TWIN STAR ENE	202.22	0.02	50.56	4	4.00
DUKE RESTAURANT	202.01	0.02	202.01	1	1.00
ENTERPRISE RENT-A-CAR	201.55	0.02	100.78	2	2.00
THE BUSINESS JOURNALS	200.00	0.02	200.00	1	1.00
AMAZON MKTPL*N64NX0V21	199.99	0.02	199.99	1	1.00
DNH*GODADDY.COM	199.98	0.02	199.98	1	1.00
HNS*HUGHESNET.COM	199.93	0.02	199.93	1	1.00
IN *E. G. STAATS & CO.	199.26	0.02	199.26	1	1.00
NIMBLE WIR* WAGGLE	199.00	0.02	199.00	1	1.00
AMAZON MKTPL*NO5PK7JY0	198.57	0.02	198.57	1	1.00

Merchant Name	Amount	Amount % Of Total	Average Amount	Count	Count % Of Total
BATTERIES PLUS #081	197.90	0.02	98.95	2	2.00
AMAZON MKTPL*NH7SX8GA2	195.00	0.02	195.00	1	1.00
TEXTLINE	195.00	0.02	195.00	1	1.00
USPS PO 0746440803	194.71	0.02	97.36	2	2.00
C&C SAND AND STONE CO.	193.00	0.02	193.00	1	1.00
ARROWHEAD FORENSICS	192.69	0.02	192.69	1	1.00
QR-CODE-GENERATOR.COM	191.88	0.02	191.88	1	1.00
MINUTEMAN PRESS - CAST	189.80	0.02	94.90	2	2.00
SATCOM DIRECT, INC	187.80	0.02	46.95	4	4.00
AMAZON.COM*N68ZS42A2	185.98	0.02	185.98	1	1.00
AMAZON.COM*NQ3XE66G0	184.87	0.02	184.87	1	1.00
AMAZON.COM*NO5EF25F2	181.98	0.02	181.98	1	1.00
XCEL EZ-PAY FEE WEB	181.84	0.02	20.20	9	9.00
PETSMART # 1343	180.96	0.02	180.96	1	1.00
AMAZON MKTPL*NH8WK9YV2	180.35	0.02	180.35	1	1.00
UNION COLONY CIVIC CTR	180.00	0.02	180.00	1	1.00
AMAZON MKTPL*NQ9G191Y1	179.95	0.02	179.95	1	1.00
EZCATER*MICI ITALIAN	178.02	0.02	178.02	1	1.00
AMAZON MKTPL*NO6B60CJ1	177.56	0.02	177.56	1	1.00
WM SUPERCENTER #2892	175.79	0.02	87.90	2	2.00
TBL* PILOT INSTITUTE	171.88	0.02	171.88	1	1.00
AMAZON MKTPL*NA7KY5GO2	170.52	0.02	170.52	1	1.00
BLUE OCTANE MEDIA, INC	170.00	0.02	170.00	1	1.00
AMAZON.COM*NQ57Q5252	169.08	0.02	169.08	1	1.00
STERICYCLE, INC	168.73	0.02	168.73	1	1.00
AMAZON.COM*NQ0OB3LQ2	168.57	0.02	168.57	1	1.00
AMAZON MKTPL*NA2Q51BC1	167.99	0.02	167.99	1	1.00
IN *A STARS&STRIPES FL	166.79	0.02	166.79	1	1.00
AMAZON MKTPL*NQ8RH56H0	163.35	0.02	163.35	1	1.00
AMAZON MKTPL*NQ6PO3111	161.01	0.02	161.01	1	1.00
AMAZON MKTPL*NA7EX2NE1	160.13	0.02	160.13	1	1.00
AMAZON MKTPL*NA9926FQ1	159.71	0.02	159.71	1	1.00
AMAZON MKTPL*NN3RM7SA1	158.83	0.02	158.83	1	1.00
CHCO ANSCH SAFETY ST	158.39	0.01	79.20	2	2.00
LOAF N JUG 0011	158.31	0.01	26.39	6	6.00
AMAZON MKTPL*N64N26L51	157.83	0.01	157.83	1	1.00
AMAZON MKTPL*NQ09K2PR0	157.14	0.01	157.14	1	1.00
AMAZON MKTPL*NQ3A71EX1	156.95	0.01	156.95	1	1.00
COMFORT INNS	155.00	0.01	155.00	1	1.00

Merchant Name	Amount	Amount % Of Total	Average Amount	Count	Count % Of Total
MONARCH CAS RES SPA	153.38	0.01	153.38	1	1.00
MSFT * E0500WL8V4	152.00	0.01	152.00	1	1.00
NENA	152.00	0.01	152.00	1	1.00
AMAZON MKTPL*NO92O64L1	151.96	0.01	151.96	1	1.00
AMAZON MKTPL*NH6PY4KC0	150.36	0.01	150.36	1	1.00
ALABAMA FIRE COLLEGE A	150.00	0.01	50.00	3	3.00
IN *PARTNERSHIP FOR LA	150.00	0.01	150.00	1	1.00
WAVE - *HARRIS USER G	150.00	0.01	150.00	1	1.00
AMAZON.COM*NQ2IT89Z2	149.99	0.01	149.99	1	1.00
AMAZON MKTPL*N68CB7GO2	149.92	0.01	149.92	1	1.00
MATH4LAW	149.00	0.01	149.00	1	1.00
AMAZON MKTPL*NH3IN90P1	148.51	0.01	148.51	1	1.00
AMAZON MKTPL*NO2LQ7OW1	148.08	0.01	148.08	1	1.00
AMAZON.COM*NQ4625ME1	147.96	0.01	147.96	1	1.00
AMAZON MKTPL*NO0FS5QF0	147.53	0.01	147.53	1	1.00
AMAZON MKTPL*NA8307E32	146.95	0.01	146.95	1	1.00
HBR*SUBSCRIPTION	145.94	0.01	145.94	1	1.00
GRAND SIERRA ADV DEP	145.60	0.01	145.60	1	1.00
AMAZON MKTPL*NH6YM85M1	145.49	0.01	145.49	1	1.00
PROPANE SHACK	145.31	0.01	72.66	2	2.00
AMAZON MKTPL*NQ5SI31Y0	142.47	0.01	142.47	1	1.00
EZCATER*RED ROBIN	141.29	0.01	141.29	1	1.00
DNH*GODADDY#379572196	140.02	0.01	140.02	1	1.00
CRAIGSLIST.ORG	140.00	0.01	70.00	2	2.00
APPLE.COM/BILL	139.12	0.01	27.82	5	5.00
FEDEX37314037	137.79	0.01	137.79	1	1.00
TST* COURTYARD SOCIAL	137.38	0.01	137.38	1	1.00
AMAZON MKTPL*NH62M58T2	137.12	0.01	137.12	1	1.00
LED LIGHT EXPERT	136.99	0.01	136.99	1	1.00
AMAZON.COM*NO74J96B0	136.23	0.01	136.23	1	1.00
AMAZON MKTPL*NQ73X1QV2	135.98	0.01	135.98	1	1.00
AMAZON MKTPL*NA6HX8RW2	135.96	0.01	135.96	1	1.00
THETRANZONICCOMPANIES	135.88	0.01	67.94	2	2.00
AMAZON MKTPL*N61R33HA0	135.35	0.01	135.35	1	1.00
AMAZON MKTPL*NA4JU7II1	133.98	0.01	133.98	1	1.00
AMAZON MKTPL*NQ32C1VZ1	133.86	0.01	133.86	1	1.00
PARRYS PIZZERIA - CAS	133.80	0.03	44.60	3	3.00
AMAZON MKTPL*N63101HH0	132.21	0.01	132.21	1	1.00
1000BULBS.COM	131.74	0.01	131.74	1	1.00

Merchant Name	Amount	Amount % Of Total	Average Amount	Count	Count % Of Total
PAYPAL *C-COIN USA	130.20	0.01	65.10	2	2.00
FORUM ENGRAVING COMPAN	130.00	0.01	130.00	1	1.00
AMAZON MKTPL*N60EH5PW1	129.98	0.01	129.98	1	1.00
MOORE LUMBER-CASTLE RO	129.00	0.01	129.00	1	1.00
AMAZON.COM*NH9128M12	126.99	0.01	126.99	1	1.00
BADGEANDWALLET.COM	126.00	0.01	126.00	1	1.00
AMAZON.COM*NA07W3JX2	123.92	0.01	123.92	1	1.00
EDCO AWARDS AND SPECIA	123.71	0.01	123.71	1	1.00
AMAZON MKTPL*NN5261K71	122.19	0.01	122.19	1	1.00
AMAZON MKTPL*NO7AM20A1	121.39	0.01	121.39	1	1.00
AMAZON MKTPL*N61TQ2IG1	121.21	0.01	121.21	1	1.00
AMAZON MKTPL*NQ1HP8NU0	120.11	0.01	120.11	1	1.00
WAL-MART #1252	119.77	0.01	119.77	1	1.00
AMAZON MKTPL*NQ5IJ9B61	116.02	0.01	116.02	1	1.00
AMAZON MKTPL*N65IJ5GH1	115.23	0.01	115.23	1	1.00
AMAZON MKTPL*NA8IH9421	114.03	0.01	114.03	1	1.00
CLICKUP	114.00	0.01	114.00	1	1.00
WESTERN SLING COMPANY	113.30	0.01	113.30	1	1.00
AMAZON MKTPL*NA5WA0N72	112.10	0.01	112.10	1	1.00
AMAZON MKTPL*NQ3OS19G2	110.76	0.01	110.76	1	1.00
CAPITOL HILL CLUB	110.39	0.01	110.39	1	1.00
AMAZON MKTPL*N64Q922M1	109.99	0.01	109.99	1	1.00
CO MOTOR VEHICLE SERVI	109.94	0.01	36.65	3	3.00
FLOOR JACK PARTS INC.	109.42	0.01	109.42	1	1.00
TERRY BLACKS BARBECUE	108.81	0.01	54.41	2	2.00
PAYPAL *GALAKELECT	108.46	0.01	108.46	1	1.00
ZAZZLE INC	107.78	0.01	53.89	2	2.00
AMAZON.COM*NN5D10DT0	106.97	0.01	106.97	1	1.00
AWARDS WITH MORE	106.00	0.01	106.00	1	1.00
WAVE - *MRS SHRED AME	105.95	0.01	105.95	1	1.00
AMAZON MKTPL*NA7RP6542	105.58	0.01	105.58	1	1.00
EZCATER*PARRYS PIZZA	105.08	0.01	105.08	1	1.00
T-M SERVICE COMPANY	103.32	0.01	103.32	1	1.00
AMAZON.COM*NA9MZ2N71	101.97	0.01	101.97	1	1.00
PANERA BREAD #202436 O	101.24	0.01	101.24	1	1.00
BHN*GIFTCARDS	100.00	0.01	100.00	1	1.00
MSB*CASTLEROCK RECMAC	100.00	0.01	100.00	1	1.00
WATCH DUTY	99.99	0.01	99.99	1	1.00
NORTON *AP1611720746	98.98	0.01	98.98	1	1.00

Merchant Name	Amount	Amount % Of Total	Average Amount	Count	Count % Of Total
AMAZON MKTPL*N62MJ5S41	98.28	0.01	98.28	1	1.00
AMAZON MKTPL*N34U16OG2	98.19	0.01	98.19	1	1.00
DUKE S STEAKHOUSE	97.80	0.01	97.80	1	1.00
WWW.JAM-SOFTWARE.COM	97.44	0.01	97.44	1	1.00
AMAZON MKTPL*N66OR02O1	97.00	0.01	97.00	1	1.00
SMARTRULES	97.00	0.01	97.00	1	1.00
AMAZON MKTPL*NA6ZT7262	96.20	0.01	96.20	1	1.00
GAMMA.APP	96.00	0.01	96.00	1	1.00
AMAZON MKTPL*N60OD82N2	95.98	0.01	95.98	1	1.00
CHEWY.COM	93.08	0.01	93.08	1	1.00
AMAZON MKTPL*NQ2RH3U52	93.00	0.01	93.00	1	1.00
NAPA STORE 3600107	91.99	0.01	91.99	1	1.00
TAYLOR WATER TECH	91.06	0.01	91.06	1	1.00
AMAZON MKTPL*NA35320X2	90.95	0.01	90.95	1	1.00
ZELLO.COM	90.00	0.01	90.00	1	1.00
AMAZON MKTPL*NA5PU1O00	89.49	0.01	89.49	1	1.00
AMAZON MKTPL*NQ29X8PU0	89.28	0.01	89.28	1	1.00
SALTGRASS LUBBOCK	87.47	0.01	87.47	1	1.00
STUMPY S PIZZA	86.45	0.01	86.45	1	1.00
AMAZON MKTPL*NA6X80SQ2	86.36	0.01	86.36	1	1.00
DOS AMIGOS MEXICAN GRI	85.50	0.01	42.75	2	2.00
IMPERIAL SUPPLIES	83.38	0.01	83.38	1	1.00
AMAZON MKTPL*NA1ZN0VE0	83.24	0.01	83.24	1	1.00
TOOT'N TOTUM #136	82.64	0.01	82.64	1	1.00
AMAZON.COM*NQ77781N1	82.00	0.01	82.00	1	1.00
GALLS	80.97	0.01	80.97	1	1.00
AMAZON MKTPL*NN2CN7SI0	80.56	0.01	80.56	1	1.00
AMAZON MKTPL*NO6AL1X30	80.29	0.01	80.29	1	1.00
AMAZON.COM*N66PA1LF0	80.00	0.01	80.00	1	1.00
AMAZON MKTPL*N62GW4XW1	79.99	0.01	79.99	1	1.00
FEDEX37761456	79.89	0.01	79.89	1	1.00
DEWALT MOBILELOCK	79.80	0.01	79.80	1	1.00
TST*THE OFFICE CO. BAR	59.20	0.01	39.62	3	3.00
ALLSUP 102047	77.64	0.01	77.64	1	1.00
AMAZON.COM*N31GJ1L32	77.00	0.01	77.00	1	1.00
AMAZON.COM*N31WB9472	76.89	0.01	76.89	1	1.00
AMAZON MKTPL*NO42F2RU1	75.96	0.01	75.96	1	1.00
AMAZON MKTPL*NN0OA2BU0	75.92	0.01	75.92	1	1.00
VOX TECHNOLOGY INC	75.60	0.01	75.60	1	1.00

Merchant Name	Amount	Amount % Of Total	Average Amount	Count	Count % Of Total
COLORADOSU-F59E18586T1	75.00	0.01	75.00	1	1.00
COLORADOSU-F59E18623T1	75.00	0.01	75.00	1	1.00
TLO TRANSUNION	75.00	0.01	75.00	1	1.00
AMAZON MKTPL*NH4SV6NQ0	74.99	0.01	74.99	1	1.00
AMAZON.COM*NA6DN1P11	74.99	0.01	74.99	1	1.00
AMAZON MKTPL*NQ1W66MO0	74.61	0.01	74.61	1	1.00
AMAZON MKTPL*NH83L2E02	73.98	0.01	73.98	1	1.00
SAFEWAY #1877	73.65	0.01	24.55	3	3.00
USPS PO 0750760255	73.00	0.01	73.00	1	1.00
AMAZON MKTPL*NH10B11Q2	72.97	0.01	72.97	1	1.00
SNARFS 37 WILCOX	71.30	0.01	71.30	1	1.00
ALLSUPS 2390	70.69	0.01	70.69	1	1.00
PILOT 236	70.19	0.01	70.19	1	1.00
LOVE'S #0022 INSIDE	70.00	0.01	70.00	1	1.00
AMAZON.COM*NN27N9YL1	69.99	0.01	69.99	1	1.00
AMAZON.COM*NQ3IZ40J0	69.99	0.01	69.99	1	1.00
EINSTEIN BROS BAGELS26	69.86	0.01	69.86	1	1.00
NAPA STORE 3600105	69.70	0.01	69.70	1	1.00
CAPITOL HILL HOTEL	69.58	0.01	69.58	1	1.00
AMAZON MKTPL*NA32049N2	69.03	0.01	69.03	1	1.00
ALLSUPS #102108	68.23	0.01	68.23	1	1.00
AMAZON MKTPL*NH0JX2BR1	67.86	0.01	67.86	1	1.00
DNH*GODADDY#373200867	67.51	0.01	67.51	1	1.00
CONOCO - LARKSPUR COUN	67.46	0.01	33.73	2	2.00
AMAZON MKTPL*NH1W73IY0	67.42	0.01	67.42	1	1.00
ACE AT WESTWOODS	66.95	0.01	66.95	1	1.00
AMAZON.COM*NA45E2FW2	66.87	0.01	66.87	1	1.00
GULF OIL 92059244	66.55	0.01	66.55	1	1.00
EXXON MONTMALL	66.46	0.01	66.46	1	1.00
AMAZON MKTPL*N67RH1531	66.45	0.01	66.45	1	1.00
IN *CPRCOLORADO.COM	66.00	0.01	66.00	1	1.00
AMAZON MKTPL*N69BZ0XS0	65.99	0.01	65.99	1	1.00
PHILLIPS 66 - JENNY'S	65.70	0.01	65.70	1	1.00
KUM&GO 0510R STUART	65.35	0.01	65.35	1	1.00
BIG D OIL CO #10	64.53	0.01	64.53	1	1.00
MAVERIK #642	63.30	0.01	63.30	1	1.00
AMAZON MKTPL*NQ36U6BO1	62.98	0.01	62.98	1	1.00
KING SOOPERS #0705 FUE	62.12	0.01	62.12	1	1.00
WWWMUGABUGPESTCONTROLC	62.00	0.01	62.00	1	1.00

Merchant Name	Amount	Amount % Of Total	Average Amount	Count	Count % Of Total
7-ELEVEN AT CASTLEROCK	61.89	0.01	30.95	2	2.00
SP DOGSRTREED	60.98	0.01	60.98	1	1.00
DENVER POST CIRCULATIO	60.66	0.01	60.66	1	1.00
AMAZON MKTPL*N68UU0QA0	60.30	0.01	60.30	1	1.00
TST*HIDEAWAY KITCHEN A	60.28	0.01	30.14	2	2.00
SHELL OIL 57443810007	60.11	0.01	60.11	1	1.00
BUFFER PLAN	60.00	0.01	60.00	1	1.00
AMAZON MKTPL*NQ3VT01B0	59.98	0.01	59.98	1	1.00
CIRCLE K # 41715	59.15	0.01	59.15	1	1.00
AMAZON MKTPL*NA5D25KL0	58.37	0.01	58.37	1	1.00
TWIN PEAKS	58.12	0.01	58.12	1	1.00
AMAZON MKTPL*N60UJ0PK2	55.98	0.01	55.98	1	1.00
SUNOCO 0073552200 QPS	55.95	0.01	55.95	1	1.00
AMAZON MKTPL*N36GM2TM2	55.80	0.01	55.80	1	1.00
AFP*INTERNATIONAL HOMI	55.00	0.01	55.00	1	1.00
PEGASUS RESTAURANT	54.95	0.01	54.95	1	1.00
AMAZON MKTPL*NH4JB5B80	54.85	0.01	54.85	1	1.00
TST* ALC STEAKS	54.00	0.01	54.00	1	1.00
SPEEDWAY 09494 2537 EA	53.81	0.01	53.81	1	1.00
TST*TOMMYKNOCKER BREWE	53.29	0.01	53.29	1	1.00
AMAZON MKTPL*N66039WI2	52.98	0.01	52.98	1	1.00
AMAZON MKTPL*NQ05Z1CZ0	52.74	0.00	52.74	1	1.00
THE HOME DEPOT 1508	52.28	0.00	26.14	2	2.00
AMAZON MKTPL*NO43T3BD0	52.14	0.00	52.14	1	1.00
AMAZON MKTPL*NA9498ON0	51.96	0.00	51.96	1	1.00
AMAZON MKTPL*NH32A0TY2	51.61	0.00	51.61	1	1.00
AMAZON MKTPL*N66SD8EI0	51.40	0.00	51.40	1	1.00
ATT* BILL PAYMENT	51.24	0.00	51.24	1	1.00
GOOGLE ADS6207507262	50.02	0.00	50.02	1	1.00
BW* TRAFFICSAFETYSUMMI	50.00	0.00	50.00	1	1.00
SQ *RMSAR UAS CONFEREN	50.00	0.00	50.00	1	1.00
STILLWELL, INC.	50.00	0.00	50.00	1	1.00
AMAZON MKTPL*NA84Q31L2	49.95	0.00	49.95	1	1.00
AMAZON MKTPL*NQ1LQ8AE0	49.80	0.00	49.80	1	1.00
IDI	49.50	0.00	49.50	1	1.00
AMAZON MKTPL*N62U44KK1	49.38	0.00	49.38	1	1.00
BILLY S OLD WORLD PIZZ	49.14	0.00	49.14	1	1.00
AMAZON MKTPL*N68EM12B0	49.07	0.00	49.07	1	1.00
ISTOCKPHOTO	49.00	0.00	49.00	1	1.00

Merchant Name	Amount	Amount % Of Total	Average Amount	Count	Count % Of Total
TEXAS ROADHOUSE #2536	48.95	0.00	48.95	1	1.00
CIRCLE K # 41189	48.29	0.00	48.29	1	1.00
C&F #1	48.03	0.00	48.03	1	1.00
AMAZON.COM*NA9ZJ05P2	47.96	0.00	47.96	1	1.00
AMAZON.COM*NH7KL6TL0	46.53	0.00	46.53	1	1.00
FEDEX37546138	46.34	0.00	46.34	1	1.00
AMAZON MKTPL*N67XX8MT0	45.92	0.00	45.92	1	1.00
AMAZON MKTPL*N67UB5AZ0	45.54	0.00	45.54	1	1.00
CASTLE CAFE	45.35	0.00	45.35	1	1.00
WESTIN	45.00	0.00	45.00	1	1.00
AMAZON MKTPL*NA72W3IK1	44.97	0.00	44.97	1	1.00
AMAZON MKTPL*NQ3N56LG1	44.94	0.00	44.94	1	1.00
WT GAS & GO	44.52	0.00	44.52	1	1.00
YESWAY 1156	44.39	0.00	44.39	1	1.00
GOLDEN GATE - BALDINI'	44.26	0.00	44.26	1	1.00
AMAZON MKTPL*NA41P8JT2	43.99	0.00	43.99	1	1.00
AMAZON MKTPL*NQ7UY1JI2	43.98	0.00	43.98	1	1.00
HOLIDAY INN - AUSTIN A	43.94	0.00	43.94	1	1.00
EIG*CONSTANTCONTACT.C	43.00	0.00	43.00	1	1.00
SHUTTERFLY, INC.	42.99	0.00	42.99	1	1.00
AMAZON MKTPL*NN6L918D0	42.52	0.00	42.52	1	1.00
TST* WIDE OPEN SALOON	42.00	0.00	42.00	1	1.00
EXXON 7-ELEVEN 36642	41.60	0.00	41.60	1	1.00
LOAF N JUG 0068	41.49	0.00	41.49	1	1.00
GRAND PRIX MOTORSPORTS	40.99	0.00	40.99	1	1.00
INTERCONTINENTAL HOTELS	40.58	0.00	40.58	1	1.00
WM SUPERCENTER #4639	40.54	0.00	40.54	1	1.00
TST*GCDC - DC	40.10	0.00	20.05	2	2.00
QT 4242 OUTSIDE	40.03	0.00	40.03	1	1.00
PAYPAL *NATIONALASS	40.00	0.00	40.00	1	1.00
AMAZON MKTPL*NA4472DS1	39.98	0.00	39.98	1	1.00
AMAZON MKTPL*NH0UV6MD0	39.98	0.00	39.98	1	1.00
HAYWOOD CAFE	39.98	0.00	39.98	1	1.00
AMAZON MKTPL*N61AU7CB1	39.94	0.00	39.94	1	1.00
AMAZON MKTPL*NH1QF9OX2	39.87	0.00	39.87	1	1.00
CHICK-FIL-A #03183	39.00	0.00	39.00	1	1.00
AMAZON MKTPL*N609Y9QD0	38.97	0.00	38.97	1	1.00
SAMS CLUB #6219	38.70	0.00	38.70	1	1.00
AMAZON MKTPL*N62ZO38P1	38.65	0.00	38.65	1	1.00

Merchant Name	Amount	Amount % Of Total	Average Amount	Count	Count % Of Total
AMAZON MKTPL*NO1CG87A2	38.07	0.00	38.07	1	1.00
AMAZON MKTPL*NA1460HE2	37.56	0.00	37.56	1	1.00
EXXON 7 - ELEVEN 35805	37.49	0.00	37.49	1	1.00
AMAZON MKTPL*NQ1MF23G0	36.99	0.00	36.99	1	1.00
AMAZON MKTPL*N64D292N1	36.93	0.00	36.93	1	1.00
WASABI TECHNOLOGIES	36.74	0.00	36.74	1	1.00
AMAZON MKTPL*NA8CB9VD0	36.58	0.00	36.58	1	1.00
TST* JAVI'S BEST OF TE	36.56	0.00	18.28	2	2.00
AMAZON MKTPL*NO9J80WV2	36.53	0.00	36.53	1	1.00
DTW MOD PIZZA	36.39	0.00	36.39	1	1.00
KING SOOPERS # 0107	36.24	0.00	36.24	1	1.00
TST*TERRY BLACKS BARBE	36.15	0.00	36.15	1	1.00
LEO'S CONEY ISLAND-ROM	36.07	0.00	36.07	1	1.00
WP*SOILEATER.COM	35.99	0.00	35.99	1	1.00
AMAZON MKTPL*N67J349E2	35.68	0.00	35.68	1	1.00
ROXBOROUGH LITTLETON	35.59	0.00	35.59	1	1.00
KING SOOPERS #0008	35.44	0.00	35.44	1	1.00
BOB EVANS REST #0366	35.25	0.00	35.25	1	1.00
ARAPAHOE COUNTY FAIR	35.00	0.00	35.00	1	1.00
KING SOOPERS #0027	34.99	0.00	34.99	1	1.00
AMAZON MKTPL*NH6ZA2VY2	34.77	0.00	34.77	1	1.00
AMAZON MKTPL*NO64O94Z0	34.47	0.00	34.47	1	1.00
UBER *TRIP	34.18	0.00	17.09	2	2.00
AMAZON MKTPL*NO2HA30I2	33.97	0.00	33.97	1	1.00
USPS PO 0781180318	33.78	0.00	33.78	1	1.00
SAFEWAY #1548	33.49	0.00	16.75	2	2.00
AMAZON MKTPL*N607W9OQ0	33.48	0.00	33.48	1	1.00
AMAZON MKTPL*NA58I32W0	33.35	0.00	33.35	1	1.00
UPS*1Z72F0440398295255	33.30	0.00	33.30	1	1.00
TERRY BLACK S BBQ AUST	32.96	0.00	32.96	1	1.00
TST* TUMBLE 22 - CEDAR	32.67	0.00	16.34	2	2.00
AMAZON MKTPL*N66BO7B01	32.66	0.00	32.66	1	1.00
AMAZON MKTPL*NA9UL5X40	32.61	0.00	32.61	1	1.00
AMAZON.COM*NQ0V10SP1	32.46	0.00	32.46	1	1.00
PIT STOP #6	32.25	0.00	32.25	1	1.00
SQ *BANDIT BURRITO	32.20	0.00	32.20	1	1.00
AMAZON MKTPL*NO6670J12	32.00	0.00	32.00	1	1.00
AMAZON MKTPL*NQ98X3L70	31.67	0.00	31.67	1	1.00
AMAZON MKTPL*NH15308Q0	31.45	0.00	31.45	1	1.00

Merchant Name	Amount	Amount % Of Total	Average Amount	Count	Count % Of Total
REMARKABLE	31.35	0.00	31.35	1	1.00
CONOCO - SEI 35610	31.21	0.00	15.61	2	2.00
AMAZON.COM*N624H1RR0	31.18	0.00	31.18	1	1.00
FEDEX OFFICE 800000836	31.05	0.00	31.05	1	1.00
AMAZON MKTPL*NQ2FU2KO1	30.98	0.00	30.98	1	1.00
HERO'S PRIDE	30.87	0.00	30.87	1	1.00
FEDEX493343793	30.74	0.00	30.74	1	1.00
AMAZON.COM*NQ6039380	30.70	0.00	30.70	1	1.00
KING SOOPERS #0108	30.00	0.00	30.00	1	1.00
SQ *FORT LAUDERDALE TR	30.00	0.00	30.00	1	1.00
SQSP* INV186147422	30.00	0.00	30.00	1	1.00
WM.COM	30.00	0.00	30.00	1	1.00
AMAZON MKTPL*N65HF49C2	29.98	0.00	29.98	1	1.00
AMAZON MKTPL*NH06J4R20	29.98	0.00	29.98	1	1.00
AMAZON.COM*NQ0M93LS1	29.94	0.00	29.94	1	1.00
SP NOTARYSTAMP.COM	29.45	0.00	29.45	1	1.00
AMAZON MKTPL*NH8K27AB2	28.98	0.00	28.98	1	1.00
AMAZON MKTPL*NH0W090N0	28.97	0.00	28.97	1	1.00
AMAZON MKTPL*NH33U1R30	28.96	0.00	28.96	1	1.00
COLUMN PUBLIC NOTICE	28.82	0.00	28.82	1	1.00
AMAZON MKTPL*NQ1T28QC1	28.45	0.00	28.45	1	1.00
AMAZON MKTPL*N67272IQ1	28.39	0.00	28.39	1	1.00
AMAZON.COM*NH0JA9R41	28.30	0.00	28.30	1	1.00
AMAZON MKTPL*NH3T02PG2	28.20	0.00	28.20	1	1.00
AMAZON MKTPL*NH4658TX2	27.31	0.00	27.31	1	1.00
THE DONUT HOUSE - WILC	27.04	0.00	27.04	1	1.00
ROCKET 6544 TE	27.00	0.00	27.00	1	1.00
AMAZON MKTPL*NH43J1CZ1	26.98	0.00	26.98	1	1.00
AMAZON MKTPL*NO4SF6GS0	26.98	0.00	26.98	1	1.00
FEDEX38023980	26.55	0.00	26.55	1	1.00
YUMMY THAI	25.95	0.00	25.95	1	1.00
AMAZON MKTPL*NQ88I7Q51	25.69	0.00	25.69	1	1.00
HARMONY TAXI	25.65	0.00	25.65	1	1.00
AMAZON.COM*NN1W24RW0	25.32	0.00	25.32	1	1.00
ROGUE	24.75	0.00	24.75	1	1.00
NATURAL GROCERS CR	24.45	0.00	24.45	1	1.00
AMAZON MKTPL*NH7M83YF2	24.36	0.00	24.36	1	1.00
AMAZON.COM*N66WA5W12	24.28	0.00	24.28	1	1.00
AMAZON MKTPL*NQ6M12ME1	24.26	0.00	24.26	1	1.00

Merchant Name	Amount	Amount % Of Total	Average Amount	Count	Count % Of Total
BUC-EE'S #42	24.00	0.00	24.00	1	1.00
SHELL OIL 57544501109	24.00	0.00	24.00	1	1.00
VEED LIMITED	24.00	0.00	24.00	1	1.00
AMAZON MKTPL*NO1IT5RC0	23.98	0.00	23.98	1	1.00
AMAZON MKTPL*NO9ZJ7C81	23.78	0.00	23.78	1	1.00
AMAZON MKTPL*NH93F0ZD2	23.00	0.00	23.00	1	1.00
WENDYS 241	22.93	0.00	22.93	1	1.00
AMAZON MKTPL*NA6GU9KT0	22.58	0.00	22.58	1	1.00
OHIO TURNPIKE PLAZA	21.75	0.00	7.25	3	3.00
EXXON NABIL ZOUROB	21.71	0.00	21.71	1	1.00
AMAZON.COM*NH8A465O2	21.17	0.00	21.17	1	1.00
STAMPS.COM	20.99	0.00	20.99	1	1.00
WWW.ONXMAPS.COM	20.99	0.00	20.99	1	1.00
MCDONALD'S F13573	20.71	0.00	20.71	1	1.00
AMAZON MKTPL*NH7AN4WR0	20.66	0.00	20.66	1	1.00
CO SECRETARY STATE FEE	20.00	0.00	10.00	2	2.00
ROSAS CAFE & TORTILLA	19.99	0.00	19.99	1	1.00
AMAZON MKTPL*N68P79300	19.98	0.00	19.98	1	1.00
AMAZON MKTPL*NQ4WU7VG0	19.98	0.00	19.98	1	1.00
LYFT *RIDE WED 9PM	19.96	0.00	19.96	1	1.00
AMAZON MKTPL*N604A11E1	19.94	0.00	19.94	1	1.00
AMAZON MKTPL*NQ4V13650	19.78	0.00	19.78	1	1.00
PODSERVE.FM	19.00	0.00	19.00	1	1.00
BATTERIES PLUS 1101	18.89	0.00	18.89	1	1.00
AMAZON.COM*NQ3F56L22	18.73	0.00	18.73	1	1.00
AMAZON.COM*N64CL9Q01	18.49	0.00	18.49	1	1.00
TIME PARK LLC LOT 21	18.00	0.00	18.00	1	1.00
AMAZON MKTPL*NO4WZ9NE2	17.99	0.00	17.99	1	1.00
AMAZON.COM*N62O06J50	17.99	0.00	17.99	1	1.00
AMAZON MKTPL*N679U1ZJ0	17.92	0.00	17.92	1	1.00
AMAZON.COM*NH9OK55S2	17.90	0.00	17.90	1	1.00
CIRCLE K 09855	17.75	0.00	17.75	1	1.00
FEDEX38206563	17.70	0.00	17.70	1	1.00
AMAZON MKTPL*NO9844TQ0	17.62	0.00	17.62	1	1.00
DENVER ARTS COMPLEX GA	17.00	0.00	17.00	1	1.00
KING SOOPERS #0091	16.86	0.00	16.86	1	1.00
PHILLIPS 66 - BLAKELAN	16.57	0.00	16.57	1	1.00
10167 CAVA CASTLE ROCK	16.50	0.00	16.50	1	1.00
SPI*DIRECTV SERVICE	16.00	0.00	16.00	1	1.00

Merchant Name	Amount	Amount % Of Total	Average Amount	Count	Count % Of Total
LYFT *1 RIDE 06-03	15.99	0.00	15.99	1	1.00
LYFT *1 RIDE 06-06	15.79	0.00	15.79	1	1.00
PANERA BREAD #202427 P	15.49	0.00	15.49	1	1.00
MED*PARKER PEDS HYPERS	15.00	0.00	15.00	1	1.00
CANVA* 04539-82006719	14.99	0.00	14.99	1	1.00
AMAZON MKTPL*NA3O11OX1	14.48	0.00	14.48	1	1.00
AMAZON MKTPL*NA1SP7BM2	13.95	0.00	13.95	1	1.00
LYFT *RIDE WED 3PM	13.74	0.00	13.74	1	1.00
STINKER #214 - IVERNES	13.34	0.00	13.34	1	1.00
AMAZON MKTPL*NH29S83I2	13.00	0.00	13.00	1	1.00
AMAZON MKTPL*NH40D2PF0	12.68	0.00	12.68	1	1.00
1200 LINCOLN PARKING	12.00	0.00	12.00	1	1.00
SKYBITZ TANK MONITORIN	12.00	0.00	12.00	1	1.00
AMAZON MKTPL*NH0PI1UD1	11.89	0.00	11.89	1	1.00
LYFT *RIDE WED 6PM	11.74	0.00	11.74	1	1.00
SQ *LOST COFFEE	11.48	0.00	11.48	1	1.00
DOLLAR TREE	11.25	0.00	11.25	1	1.00
FEDEX38021929	11.23	0.00	11.23	1	1.00
AMAZON MKTPL*NQ0Z16L11	10.99	0.00	10.99	1	1.00
AMAZON MKTPL*NA3AV6G42	10.69	0.00	10.69	1	1.00
GOOGLE *GOOGLE ONE	10.29	0.00	10.29	1	1.00
MSFT * E0500WLBS9	10.00	0.00	10.00	1	1.00
VCN*COCOURTS	10.00	0.00	10.00	1	1.00
DENVER GAZETTE	9.99	0.00	9.99	1	1.00
SIGNUPGENIUS	9.99	0.00	9.99	1	1.00
AMAZON MKTPL*NQ0SI8QD2	9.45	0.00	9.45	1	1.00
SAFEWAY #1480	8.96	0.00	8.96	1	1.00
ITR CONCESSION COMPANY	8.70	0.00	8.70	1	1.00
303 COFFEE CO	8.69	0.00	8.69	1	1.00
TOOT'N TOTUM #132	7.77	0.00	7.77	1	1.00
SWIFTCOMPLY BACKFLOW	7.50	0.00	3.75	2	2.00
LYFT *CANCEL FEE	7.00	0.00	7.00	1	1.00
AMAZON MKTPL*N64C30K71	6.73	0.00	6.73	1	1.00
AUS AUSTIN ARTICLE	6.39	0.00	6.39	1	1.00
ED BOZARTH #1 PARK MEA	5.66	0.00	5.66	1	1.00
FEDEX37547232	5.56	0.00	5.56	1	1.00
WHOLEFDS HLR 10142	5.49	0.00	5.49	1	1.00
EXXON C STORE - 411 KE	3.24	0.00	3.24	1	1.00
USPS CHANGE OF ADDRESS	1.10	0.00	1.10	1	1.00

Merchant Name	Amount	Amount % Of Total	Average Amount	Count	Count % Of Total
AIRBNB * HMH5ZASHCA	0.00	1.65	0.00	2	2.00
HORSESHOE ADV DEPOSIT	0.00	0.02	0.00	2	2.00
PEAVEY CORP.	0.00	0.07	0.00	2	2.00
VRBO HADJFYVJ	0.00	1.39	0.00	2	2.00
SHERWIN-WILLIAMS708590	(5.04)	0.02	(2.52)	2	2.00
TST* NOTHING BUNDT CAK	(24.85)	0.00	(24.85)	1	1.00
SUMMIT COVE INC	(26.26)	0.00	(26.26)	1	1.00
5.11 TACTICAL	(36.35)	0.01	(18.18)	2	2.00
TROPICAL SMOOTHIE	(61.11)	0.01	-61.11	1	1.00
WAGNER EQUIPMENT CO	(64.70)	0.01	(64.70)	1	1.00
ALL COLORADO TRUCKS AN	(106.18)	0.01	(106.18)	1	1.00
VERSATUBE	(108.56)	0.01	(108.56)	1	1.00
STEAMBOAT INNTOPIA	(117.22)	0.01	(117.22)	1	1.00
HEIMAN FIRE EQUIPMENT	(247.40)	0.18	-247.40	1	1.00
RESCUE ESSENTIALS	(629.00)	0.18	(209.67)	3	3.00
AMAZON MKTPLACE PMTS	(830.79)	0.08	(75.53)	11	11.00
KEYSTONE RESV	(834.29)	0.08	(278.10)	3	3.00
GIH*GLOBALINDUSTRIALEQ	(2,530.17)	0.30	(843.39)	3	3.00
Total	**986,112.47**	**100.00**	**517.27**	**1,910**	**1,910.00**

Account Statement (Version 2)

Run Date: 07/01/2025

Report Id: sd11080

Posting Date: 06/01/2025 - 06/30/2025

DOUGLAS COUNTY GOVT

CAROLYN RIGGS

100 THIRD STREET

CASTLE ROCK, CO 80104-2425 USA

Account Name	Transaction Count	Transaction Amount
AARON J STEPANICH	5	348.03
ABBY R FITHIAN	7	2,933.12
ABRAHAM J LAYDON	4	543.58
ADIANA S ALDRIDGE	4	649.26
ALAN R STANTON	2	594.00
ALETHIA DAUGHERTY	1	228.44
ALYSSA M DE JESUS	7	1,380.97
AMANDA PETERSON	4	619.09
AMY J FORTNER	13	53,846.65
AMY J KNOPP	3	5,447.00
AMY L HENDRICKSON	2	443.78
AMY T WILLIAMS	7	2,935.94
ANDREW C STEERS	2	711.04
ANGELA K WHITE	21	11,540.04
ANGELA L BAIN	2	598.84
ANGELA M BYLIN	5	228.98
ANGELA N BROGLIO	2	79.46
ANITA MONICA BABBITT	5	734.50
ANNE L WALTON	2	1,029.61
ANNE WEEKLY	1	137.12
ANTONIN JURKA	6	693.37
ARIELLE J DENIS	2	653.24

Account Name	Transaction Count	Transaction Amount
ASHLEY CHAMBERLAIN	2	135.92
ASHLEY L SCOLLARD	1	210.80
ATILIO D QUINTANILLA	2	344.26
ATILIO QUINTANILLA	2	7,280.36
AUDRA D PETERSON	5	729.34
AUGUST K STEFFEN	1	109.45
BECKY A FISCHER	6	1,938.58
BRADEN H DAVIS	2	157.84
BRADLEY D MARQUARDT	3	993.28
BRENDA M HERRERA	7	1,785.87
BRIAN CORBIN	2	379.96
BRIAN D FRANKLIN	3	6,310.63
BRIAN E MCKNIGHT	5	625.23
BRIAN K PHILLIPS	1	346.94
BRIAN L PEREIRA	9	1,362.74
BRIAN MURPHY	1	54.55
BRIANNA N SMITH	9	3,005.33
BRYNN TURNBAUGH	16	7,637.58
CALEB J WEYDERT	3	389.75
CANDACE R RANDALL	2	73.80
CARMEN ZAMBRANA	1	25.95
CAROLINE FRIZELL	13	6,094.76
CAROLYN K VOLKERT	2	671.52
CELESTE M DEAL	10	3,053.22
CHAD WALKER	1	98.98
CHARLES W BUCKNER	6	2,625.62
CHRIS D MAES	1	28.98
CHRISTINA K TAYLOR	4	274.32
CHRISTINE M LYLE	6	598.36
CHRISTOPHER J DUMAS	7	6,292.54
CHRISTOPHER K PRATT	2	1,139.95
CHRISTOPHER L BURNETT	4	434.37
CLAY A GYSIN	18	12,427.24
CODIE L WINSLOW	7	449.39
COLLEEN M VOGEL	7	1,455.99
CONRAD DAUFENBACH	8	3,999.23
CURTIS L MARSHALL	2	64.88
DA23 ATTORNEYS OFFICE	11	2,901.01

Account Name	Transaction Count	Transaction Amount
DALLAS DOBBS	12	1,508.40
DANIEL CARLIN	1	20.00
DANIEL DUMONT	1	66.95
DANIEL L BRITE	1	936.00
DARCY WILSON	26	13,417.07
DAVID A WEAVER	2	1,346.91
DAVID E KNAUB	3	910.35
DC SHERIFFS OFFICE 1	3	48.79
DC SHERIFFS OFFICE 14	3	282.18
DC SHERIFFS OFFICE 18	6	751.59
DC SHERIFFS OFFICE 3	2	175.43
DC SHERIFFS OFFICE 4	1	105.00
DEAN L GRAFFT	18	7,788.98
DEANNE M STEVENSON	8	2,379.83
DEBORAH A TAKAHARA	7	2,855.39
DECLAN C LAWSON	7	1,429.47
DENIS NOVITSKIY	1	25.31
DIANE L SMITH	3	2,489.81
DJ BOETTCHER	7	3,266.09
DONALD A WAGNER	16	3,156.87
DOUGLAS COUNTY GOVT	0	0.00
DOUGLAS J DEBORD	5	205.24
DRU E CAMPBELL	3	(786.31)
DUSTIN B DOBBS	4	2,667.92
ELIZABETH A WALKER	2	307.50
EMILY A CORDES	1	175.80
EMILY D RILEY	1	31.99
EMILY J WRENN	1	615.00
FALLON SIMMONS	1	222.50
FELICE A ENTRATTER	2	391.30
FIDEL A LEON	19	10,125.56
FRED M ZUKOWSKI	1	89.96
GABRIEL M VELASQUEZ	1	53.81
GABRIELLA HORVATH	1	21.97
GARRETT BROWN	1	14.20
GARRETT J WYATT	1	34.38
GEORGE BRAUCHLER	8	600.32
GEORGE P TEAL	9	342.30

Account Name	Transaction Count	Transaction Amount
GREGORY L LILLMARS	4	1,367.43
HANNE K SCHAUER	1	93.08
HAYLEY C HALL	31	5,339.61
HOLLY RYAN	4	1,446.09
IAN M AUSTIN	5	2,633.54
J MARK LONGACHER	1	329.82
JACK W TWITE JR	1	1,848.96
JACOB I LANDERS	2	759.85
JANEE PETERSEN	5	641.56
JANET L PETERSON	7	325.06
JANETTE TELLER	10	5,993.99
JASON A LOWNSDALE	7	1,954.37
JASON HAWKINS	11	4,479.25
JASON J PETALAS	25	16,011.86
JASON M WALKER	109	74,900.57
JASON S KONECNY	1	14.98
JASON ZILLMAN	3	1,084.87
JAY C WILLIAMS	7	2,868.58
JAYSON C EVANS	5	431.29
JEFFERY A GARCIA	1	390.00
JEFFREY J DEHART	6	3,116.10
JEFFREY P BUDD	10	3,616.62
JEFFREY PELLE	4	566.51
JEFFREY W BURKE	5	99.90
JENNIFER A DAMBROSIO	1	40.54
JENNIFER B STRINGER	1	73.00
JENNIFER J FISHER	1	3.99
JENNIFER L EBY	1	17.00
JENNIFER M SCHAFFER	1	180.25
JENNIFER R OSORIO	5	70.29
JENNIFER WIECHMANN	3	3,435.41
JEREMIAH J PETERSON	3	2,040.85
JEREMY L WAGNER	3	405.80
JESSE W LOVEGROVE	2	4,215.41
JESSE W LOVEGROVE	1	157.83
JILLIAN B HUMPHRYES	1	210.00
JOEL A ESTABROOK	8	5,957.65
JOEL D WHITE	19	1,406.03

Account Name	Transaction Count	Transaction Amount
JOEL T FOREMAN	2	167.04
JOEY D PASTORIUS	20	10,617.23
JOHN C RUSIN	1	378.96
JOHN DAUM	2	276.29
JOHNNY MANAHAN	2	1,193.90
JOSE E MEJIA	1	86.45
JOSEPH A FLONNES	2	58.08
JOSH LEWIS	2	1,177.45
JULIE A WARE	39	10,524.04
JULIE BROWNE	2	897.92
JULIE L PATEL	1	200.68
JULIET C TUNKS	1	180.25
JUVAILA R PAVLICEK	5	288.74
K TROY DUNNING	12	3,251.86
KARISSA K SANDERS	1	19.16
KATHARINE R KLABON	3	635.53
KATHRYN M NICOLA	2	468.24
KATHRYN S CHERRY	2	907.40
KATRINA A MCLELAND	10	4,822.46
KATRINA L GAINES	2	16.80
KEEGAN Q DOHENEY	1	41.49
KEENAN G SNELL	5	200.42
KELLY CALDWELL	4	1,323.39
KELLY DUNNAWAY	6	1,728.72
KENNETH R GALLUP	4	72.84
KEVIN J COURSEY	3	219.80
KEVIN VAN WINKLE	15	427.03
KEVIN W BOND	10	2,933.41
KIMBERLY A SMITH	2	65.66
KIRK INDERBITZEN	5	309.72
KRISTIN KOLSTEDT	1	32.40
KRISTIN M RANDLETT	16	6,538.42
KRISTINA L MANN	2	1,499.20
KYLE A KRUZEL	3	259.24
KYLE KOWALSKI	5	3,949.90
LARA J MOONEY	4	901.34
LARRY ARGUELLO	14	1,334.23
LARRY D HECK	3	216.59

Account Name	Transaction Count	Transaction Amount
LASIE L ZION	20	9,148.63
LAURA E CIANCONE	3	812.56
LAURA H SKIRDE	1	60.66
LAURA LARSON	3	475.00
LAUREN D STOCKTON	7	1,177.81
LAUREN J PULVER	2	0.00
LEANDRA MONTOYA	5	2,101.00
LEETA J MCCLARD	6	633.66
LESLIE S STEVESON	1	1,941.30
LETA M OCONNELL	1	800.00
LEWIS A FONTANA	3	202.17
LINDSAY LEWIN	9	326.03
LINDSEY A GROSS	5	322.15
LINDSEY C SPURLOCK	7	2,687.10
LINNANE M CARRASCO	26	3,918.92
LUANNE R LEE	20	7,871.87
LUCAS A DECHANT	19	4,677.77
LUKE T THORNTON	3	631.45
LUKE W ROBERTS	1	(108.56)
LYNNE A WILSON	4	742.09
MAGGIE B COOPER	17	5,838.83
MAKENZIE BOYER	15	8,054.00
MAKENZIE BOYER 2	2	4,120.82
MALISA A GOUDY	28	10,350.33
MARILYN L BARTLETT	11	20,967.23
MARK A STACKS	2	194.60
MARK E ECKHARDT	6	1,665.04
MATTHEW DZIUBANSKI	2	411.88
MATTHEW J DRAPER	1	238.18
MATTHEW J HANAGAN	1	18.00
MATTHEW L HUGHES	3	1,113.68
MATTHEW TALMON	8	841.67
MATTTHEW A OVERMAN	15	287.97
MEGAN GRANDSARD	7	15,192.77
MELINDA SPAULDING	25	6,158.84
MELISSA A BLOODWORTH	2	101.59
MELISSA A INGALLS	1	599.00
MICHAEL DOYLE	1	591.60

Account Name	Transaction Count	Transaction Amount
MICHAEL R ADAM	3	559.69
MICHAEL R NICHOLAS	7	250.71
MICHAEL T ADAMS	12	4,989.66
MICHELLE L MANNES	1	199.26
MONICA DINCLER	2	310.00
MORGAN T MOREHART	1	177.91
NATHAN J WEST	1	62.12
NEKO MENDEZ	1	40.03
NICOLE L ADAMS	7	2,620.32
NICOLE M DEINDOERFER	5	1,621.94
PARIS PERAZZO	5	613.37
PATRICK J COLLINS	3	1,462.26
PAUL E BACA	3	150.00
PAULA K BOLEJACK	6	3,817.41
PRESTON A SEE	8	3,222.13
RACHEL M EILERS	30	707.95
RACHEL M HALES	6	415.69
REBECCA MACPHERSON	34	24,680.01
RICHARD J SMYTH	2	67.93
RICHARD M HARBOUR	17	6,994.34
RICHARD MICHAEL HILL	1	725.00
ROBERT A HOUGH	8	980.99
ROBERT D BAILIN	54	56,537.78
ROBERT GAYFIELD	2	248.91
RONNIE DORRELL	1	290.20
RYAN FALKNER	2	90.03
RYAN L YEGGY	1	116.07
RYAN P SHINN	3	402.96
RYAN SMITH	3	1,391.00
SAMANTHA R HUTCHISON	16	8,760.80
SAN J CASTILLO-JONES	10	10,176.55
SCOTT A MATSON	1	6,423.00
SEAN HICKEY	4	1,657.27
SETH A ALDRIDGE	2	289.86
SHANE CLARK	3	819.20
SHANE FAULK	2	301.85
SHANE HUGHES	1	85.37
SHARON D CUNNINGHAM	1	174.50

Account Name	Transaction Count	Transaction Amount
SHARON L HINES	47	20,395.88
SHAWN M COLEMAN	2	396.99
SHAWNA F POTTER	16	18,347.58
SHELLY L ANDREAS	1	31.05
SHONDA L YOWELL	2	194.71
SKYLER SICARD	3	183.06
SONIA M STERANKO	5	1,787.23
SPENCER A HOLUB	1	34.38
SPENCER D HALES	14	2,425.23
STANLEY D DRINNON	2	2,252.99
STEPHEN R SANTIAGO	1	48.29
STEVEN DODRILL	2	1,494.00
STEVEN S PATTERSON	4	3,488.25
STEVEN W CAMPBELL	1	38.70
STEVEN W DAVIS	1	926.38
SUSAN L QUINN	5	323.37
SUSAN N WOODRUFF	37	62,875.40
SUSAN N WOODRUFF2	5	29,873.70
TAMMY BOZARTH	1	800.00
TANYA S BURNSIDE	3	404.38
TAYLOR L WEST	1	36.24
TERESA Z KUTT	18	7,941.43
TEREZA LEWIS	19	3,460.21
THANE HOFFMAN 2	1	14,660.40
THOMAS KENNY	8	3,461.74
THOMAS R MUSTIN	2	28.99
TIFFANY M MCCAULEY	1	157.14
TIMOTHY D HALLMARK	12	12,290.37
TIMOTHY VAN NOORDT	5	4,616.09
TOBY B DAMISCH	9	1,539.25
TODD R KRANIG	23	26,655.16
TOMMY J HANSON	8	1,355.64
TORI THELEN	3	3,117.32
TRACE J WARRICK	1	20.76
TRENT A DUDECK	2	129.22
TROY D BAHR	5	45,472.37
TROY L CROSWHITE	3	712.42
TROY U MEISSNER	4	514.98

Account Name	Transaction Count	Transaction Amount
TYLER D WARD	7	3,469.59
TYLER J HUNTSMAN	12	4,860.57
VICTORIA L HOFSHEIER	2	2,904.77
WALTER G SCHMIDT	8	3,221.66
WILLIAM STIENS	2	7.50
ZACHARY J BURNS	9	12,733.69
ZACHARY VINCENT	10	339.53
ZOE A LAIRD	2	773.49
Report Totals	**1,910**	**986,112.47**

MEETING DATE: July 22, 2025

STAFF PERSON RESPONSIBLE: Andrew Copland, Director of Finance

DESCRIPTION: Approval of Vouchers July 22, 2025

SUMMARY: The attached printout lists vouchers and electronic funds transfers requiring Board approval.

Vouchers	$ 8,434,999.98
Electronic Funds Transfers	$
Handwritten Checks	$ 8,831,138.61
Purchasing Card Charges	$
Election Judges	$ 42,694.16
TOTAL:	**$ 17,308,832.75**

All vouchers, electronic fund transfers, and election judge payments have been approved and signed by a department authorized signer or an elected official. The department authorized signer or an elected official acknowledges the item or service is within the approved budgetary spending authority (Colorado Revised Statutes Title 29, Article 1) and is pursuant to Douglas County policies.

RECOMMENDED ACTION: Approval.

REVIEW:

Andrew Copland	Approve	7/18/2025
Jeff Garcia	Approve	7/18/2025
Doug DeBord	Approve	7/18/2025

ATTACHMENTS:

07.22.25 BOCC

Payment Number	Payment Date	Vendor Name	Invoice Number	Fund	Business Unit	Business Unit Description	Object Acct	Account Description	Amount	Remark
109649	07/23/25	4 RIVERS EQUIPMENT LLC	1798617	100	19910	FLEET MAINTENANCE	436200	Equip. & Motor Vehicle Parts	490.49	FLEET PARTS
109650	07/23/25	ABSOLUTE GRAPHICS INC	34889	100	22100	PATROL-LEA	433500	Clothing & Uniforms	102.56	POLOS
			34889	100	21500	DETENTION	433500	Clothing & Uniforms	147.59	POLOS
			34888	100	21500	DETENTION	433500	Clothing & Uniforms	135.09	POLOS
								Total Payment	**385.24**	
109651	07/23/25	ACORN PETROLEUM INC	18476IN	100	19910	FLEET MAINTENANCE	436150	Fleet Tanks Fuel	13,089.87	FUEL FOR PARKER
			18473IN	100	19910	FLEET MAINTENANCE	436150	Fleet Tanks Fuel	13,103.82	FUEL FOR CASTLE ROCK
			18644IN	100	19910	FLEET MAINTENANCE	436150	Fleet Tanks Fuel	12,977.91	FUEL FOR CASTLE ROCK
								Total Payment	**39,171.60**	
109652	07/23/25	ADVANCED NETWORK MANAGEMENT	IN107081	100	802009	IT INFRASTRUCTURE	474500	Computer Equipment	978.53	LANSING HARDWARE
			IN106955	100	802009	IT INFRASTRUCTURE	474500	Computer Equipment	3,591.01	LANSING HARDWARE
			IN106896	100	802009	IT INFRASTRUCTURE	474500	Computer Equipment	2,013.12	LANSING HARDWARE
			IN106822	100	802009	IT INFRASTRUCTURE	474500	Computer Equipment	3,468.00	LANSING HARDWARE
								Total Payment	**10,050.66**	
109653	07/23/25	ALLHEALTH NETWORK	2327	296	861582	ARPA - CARE COMPACT	443600	Other Professional/Partner Svs	4,548.30	JUN 2025 DOUGLAS COUNTY MENTAL HEALTH INITIATIVE
			2317	296	861577	ARPA-REVENUE REPLACEMENT	443600	OPS/Veterans MH	7,405.48	JUN 2025 ARPA VETERANS MENTAL HEALTH
			2319	100	802027	JAIL BASED BEHAVIORAL HLTH PRG	443600	Other Professional Services	20,610.79	JUN 2025 SERVICES
			2318	100	21525	RESTRICTED BOOKING FEES (40%)	443600	Other Professional Services	2,603.25	JUN 2025 SERVICES
			2323	100	802031	HB22-1281 CYF SFY2025	443600	Other Professional Services	6,445.83	JUN 2025 SERVICES
								Total Payment	**41,613.65**	
109654	07/23/25	AM SIGNAL LLC	M30707	200	31650	ENG-ITS/TRAFFIC SIGNAL OPS	436300	Traffic Signal Parts	892.00	ASTRO BRACKETS
			M30567	200	31650	ENG-ITS/TRAFFIC SIGNAL OPS	438800	C.A.-Other Equipment	19,656.60	MULTIMODE PHASE SIGNS
								Total Payment	**20,548.60**	
109655	07/23/25	AMRIZE WEST CENTRAL INC	721294653	200	31400	MAINTENANCE OF CONDITION	448200	Aggregate Products	2,709.72	RIP RAP STOCK
109656	07/23/25	ARAPAHOE COUNTY	IT25110	100	18900	SOFTWARE MAINTENANCE	444550	Software/Hardware Subscription	13,421.59	JUN 2025 SALESFORCE
109657	07/23/25	ASA PROCESS SERVICE	MAY2025CS	210	44900	CHILD SUPPORT ENFORCEMENT	447500	Other Purchased Services	35.00	PROCESS SERVICES
109658	07/23/25	AUTOAUTO WASH LLC	WO57890	100	19920	FLEET-CAR WASH FACILITY	444700	Other Repair & Maint. Service	365.75	PARKER CAR WASH REPAIRS
109659	07/23/25	BOB BARKER COMPANY	INV2111361	100	21500	DETENTION	433400	Operating Supplies	2,405.41	DETENTION SUPPLIES
109660	07/23/25	BRANNAN AGGREGATES	CI2025003APP2	200	800100	CONTRACTED MAJOR ROAD MAINT	478200	Major Maint. of Assets	1,962,683.07	2025 ASPHALT OVERLAY PROGRAM
			CI2025003APP2RTNG	200	800100	CONTRACTED MAJOR ROAD MAINT	211810	Retainage Payable	(98,134.15)	2025 ASPHALT OVERLAY PROGRAM
								Total Payment	**1,864,548.92**	
109661	07/23/25	BURNSIDE, TANYA	070725	100	13100	TREASURER	433420	Employee Recognition Supplies	138.09	EMPLOYEE APPRECIATION BBQ REIMBURSEMENT
			062425-062625	100	13100	TREASURER	445300	Travel Expense	190.40	MILEAGE REIMBURSEMENT
								Total Payment	**328.49**	
109662	07/23/25	CARRELL, HOLLY	22641	100	11100	OFFICE OF THE BOARD	440100	Printing/Copying/Reports	93.00	OFFICE SUPPLIES REIMBURSEMENT
109663	07/23/25	CEMEX MATERIALS INC	9452061854	200	31400	MAINTENANCE OF CONDITION	448200	Aggregate Products	6,416.55	BULK POWDER CEMENT
109664	07/23/25	CENTER COPY BOULDER, INC.	70547	100	21200	INVESTIGATIONS	440100	Printing/Copying/Reports	110.25	BUSINESS CARDS
109665	07/23/25	CHURCH OF THE ROCK	063025CC	296	861582	ARPA - CARE COMPACT	443600	Other Professional/Partner Svs	3,575.00	JUN 2025 SERVICES
109666	07/23/25	CITY OF AURORA	JUN2025	100	100	GENERAL FUND	214514	Due to Aurora - MV License Fee	1,197.19	MV LICENSE FEES - JUN 2025
			JUN2025	100	100	GENERAL FUND	214515	Due to Aurora - Auto Use Tax	52,641.45	MV SALES TAX - JUN 2025
								Total Payment	**53,838.64**	

Payment Number	Payment Date	Vendor Name	Invoice Number	Fund	Business Unit	Business Unit Description	Object Acct	Account Description	Amount	Remark
109667	07/23/25	CITY OF CASTLE PINES	JUN2025	100	100	GENERAL FUND	214517	Due to Castle Pines Auto Use	170,150.56	MV SALES TAX - JUN 2025
			JUN2025	100	100	GENERAL FUND	214516	Due to Castle Pines MV License	4,022.09	MV LICENSE FEES - JUN 2025
								Total Payment	**174,172.65**	
109668	07/23/25	CITY OF LITTLETON	JUN2025	100	100	GENERAL FUND	214503	Due to Littleton-MV License	588.56	MV LICENSE FEES - JUN 2025
			JUN2025	100	100	GENERAL FUND	214506	Due to Littleton-Auto Use Tax	5,610.25	MV SALES TAX - JUN 2025
								Total Payment	**6,198.81**	
109669	07/23/25	CITY OF LONE TREE	JUN2025	100	100	GENERAL FUND	214504	Due to Lone Tree-MV License	5,265.53	MV LICENSE FEES - JUN 2025
109670	07/23/25	COLORADO CHILLER SERVICES	7951	100	19150	JUSTICE CENTER FACILITY MGMT	444700	Other Repair & Maint. Service	8,194.48	JUSTICE CENTER ANNUAL PREVENTATIVE MAINTENANCE
109671	07/23/25	COLORADO DEPARTMENT OF HEALTH & ENVIRONMENT	JUN2025	100	100	GENERAL FUND	214406	Due to State-PH Marriage Licen	1,071.00	MARRIAGE LICENSE FEES - JUN 2025
109672	07/23/25	COLORADO DEPARTMENT OF HUMAN SERVICES	JUN2025	100	100	GENERAL FUND	214411	Due to State-HS Marriage Licen	7,140.00	MARRIAGE LICENSE FEES - JUN 2025
109673	07/23/25	COLORADO DEPARTMENT OF STATE	JUN2025	100	100	GENERAL FUND	214430	Due to State - eRecording	10,680.00	E-RECORDING FEES - JUN 2025
109674	07/23/25	COMPASSCOM SOFTWARE CORPORATION	6705	200	31400	MAINTENANCE OF CONDITION	442420	Cell Phone Service*AVL	661.18	SYSTEM ADDITIONS
109675	07/23/25	CORE ELECTRIC COOPERATIVE	20546500/070725	100	51100	PARK MAINTENANCE	450210	Electric	1,225.88	9918 JORDAN RD
109676	07/23/25	CORE ELECTRIC COOPERATIVE	83021003/070325	200	31400	MAINTENANCE OF CONDITION	450210	Electric	89.06	SEDALIA SHOP
109677	07/23/25	CORE ELECTRIC COOPERATIVE	95567070/070925	200	31400	MAINTENANCE OF CONDITION	450210	Electric	34.85	LARKSPUR SHOP
109678	07/23/25	CORE ELECTRIC COOPERATIVE	55251301/070725	100	51100	PARK MAINTENANCE	450210	Electric	27.55	8176 HILLCREST WAY
109679	07/23/25	CORE ELECTRIC COOPERATIVE	83555100/070725	100	51100	PARK MAINTENANCE	450210	Electric	29.65	800 MAIN ST STE B
109680	07/23/25	CORE ELECTRIC COOPERATIVE	20718400/070725	100	51100	PARK MAINTENANCE	450210	Electric	50.87	6900 N PINERY PKWY
109681	07/23/25	CORE ELECTRIC COOPERATIVE	83507503/070725	100	51100	PARK MAINTENANCE	450210	Electric	74.64	800 MAIN ST
109682	07/23/25	CORE ELECTRIC COOPERATIVE	23007700/070725	100	51100	PARK MAINTENANCE	450210	Electric	84.30	9918 JORDAN RD
109683	07/23/25	CORE ELECTRIC COOPERATIVE	23007800/070725	100	51100	PARK MAINTENANCE	450210	Electric	148.68	17299 LINCOLN AVE
109684	07/23/25	CORE ELECTRIC COOPERATIVE	23795200/070725	100	51100	PARK MAINTENANCE	450210	Electric	367.07	7575 E PARK DR WLS
109685	07/23/25	CORE ELECTRIC COOPERATIVE	25299000/070725	100	51100	PARK MAINTENANCE	450210	Electric	516.38	4815 FOX SPARROW RD
109686	07/23/25	CORE ELECTRIC COOPERATIVE	21306400/070725	100	51100	PARK MAINTENANCE	450210	Electric	1,168.34	701 GILBERT ST
109687	07/23/25	CORE ELECTRIC COOPERATIVE	24684000/070725	100	51100	PARK MAINTENANCE	450210	Electric	4,407.88	701 GILBERT ST
109688	07/23/25	CORE ELECTRIC COOPERATIVE	95587028/070225	200	31650	ENG-ITS/TRAFFIC SIGNAL OPS	450250	Traffic Signal Utilities	74.54	VEHICLE MESSAGE SIGN
109689	07/23/25	COSTAR REALTY INFORMATION INC	122377186	100	14100	ASSESSOR ADMINISTRATION	444500	Software/Hardware Supp./Maint.	8,412.21	APPRAISAL SOFTWARE
109690	07/23/25	CUSHING TERRELL	197650	200	800100	CONTRACTED MAJOR ROAD MAINT	473100	Roads, St., Drainage-Eng.	11,190.48	GATEWAY SIGNAGE
109691	07/23/25	DC GROUP INC	PM2513466	100	19100	FACILITIES ADMINISTRATION	444400	Service Contracts	1,575.60	PREVENTATIVE MAINTENANCE
109692	07/23/25	DIGISTREAM DALLAS INC	INV243374B1B2Z2	630	19450	LIABILITY AND PROPERTY INS.	443600	Other Professional Services	8,411.03	INSURANCE CLAIM

Payment Number	Payment Date	Vendor Name	Invoice Number	Fund	Business Unit	Business Unit Description	Object Acct	Account Description	Amount	Remark
109693	07/23/25	DOMINION WATER AND SANITATION DISTRICT	10522NDHALF	296	861577	ARPA-REVENUE REPLACEMENT	465100	Contributions - Misc./Dominion	26,593.42	HWY 85 WASTEWATER IGA
			1052	296	861585	ARPA DOMINION HWY 85 WASTEWATE	465100	Contributions - Misc.	1,878,333.75	HWY 85 WASTEWATER IGA
			1043	296	861577	ARPA-REVENUE REPLACEMENT	465100	Contributions - Misc./Dominion	4,098.61	HWY 85 WASTEWATER IGA
								Total Payment	**1,909,025.78**	
109694	07/23/25	DOUGLAS COUNTY DEPUTY SHERIFF'S ASSOCIATION	12448	210	44100	ADMINISTRATION BLOCK GRANT	447500	Other Purchased Services	8,160.00	SECURITY SERVICES
109695	07/23/25	EMERGENCY SYSTEMS COMPLIANCE SERVICES	INV13667	100	19180	UNIFIED METROPOLITAN FORENSIC	444400	Service Contracts	1,195.22	GENERATOR SERVICE CALL
109696	07/23/25	ERO RESOURCES CORPORATION	108374	250	807015	ROCKSHELTER HISTORIC	443600	Other Professional Services	5,361.23	ROCKSHELTER MONITORING
109697	07/23/25	ERVIN, LESLIE	MV REFUND/070825	100	100	GENERAL FUND	211650	Fee Refunds - Clerk & Recorder	246.52	REGISTRATION REFUNDS
109698	07/23/25	G2 SOLUTIONS	15621	100	19150	JUSTICE CENTER FACILITY MGMT	436600	Other Repair & Maint. Supplies	2,363.00	CHEMICALS
109699	07/23/25	GALLS LLC	BC2192799	221	27200	DCSD MIDDLE SCHOOL SRO PROGRAM	433500	Clothing & Uniforms	6,630.75	BALLISTIC VESTS
109700	07/23/25	GARNHART, MADELYNN	071425-071725PERDIEM	217	861462	CDC INFRASTRUCTURE OPHP	445300	Travel Expense	249.40	NATIONAL ENVIRONMENTAL HEALTH ASSOCIATION CONFERENCE, PHOENIX, AZ
109701	07/23/25	GMCO CORPORATION	CD202516024	200	31400	MAINTENANCE OF CONDITION	448800	Dust Suppressant	5,853.90	DUST SUPPRESSANT
			CD202515670	200	31400	MAINTENANCE OF CONDITION	448800	Dust Suppressant	5,850.00	DUST SUPPRESSANT
								Total Payment	**11,703.90**	
109702	07/23/25	GOUDY, MALISA	041425-062625	100	19100	FACILITIES ADMINISTRATION	445300	Travel Expense	65.24	MILEAGE REIMBURSEMENT
109703	07/23/25	GOVCONNECTION INC	76584094	100	18100	IT ADMINISTRATION	474500	Computer Equipment	43,380.70	LAPTOPS DOCKING STATIONS
109704	07/23/25	GUTHRIE, CHRISTIE	062625-070625	100	15100	FINANCE ADMINISTRATION	445300	Travel Expense	2,145.75	GOVERNMENT FINANCE OFFICERS ASSOCIATION CONFERENCE, WASHINGTON, DC
109705	07/23/25	HARRIS CORRECTIONS SOLUTIONS INC	HCORCT000158	100	800900	TECHNOLOGY FUND	443600	Other Professional Services	2,506.22	OFFENDER 360 IMPLEMENTATION
			HCORCT000158	100	800900	TECHNOLOGY FUND	443600	Other Professional Services	32,294.78	OFFENDER 360 IMPLEMENTATION
								Total Payment	**34,801.00**	
109706	07/23/25	HCG CONSTRUCTION	CI2023013APP2	200	800100	CONTRACTED MAJOR ROAD MAINT	473200	Road-St Drainage Construction	888,885.46	ROAD MAINTENANCE - PALMER DIVIDE
			CI2023013APP2RTNG	200	800100	CONTRACTED MAJOR ROAD MAINT	211810	Retainage Payable	(44,444.27)	ROAD MAINTENANCE - PALMER DIVIDE
								Total Payment	**844,441.19**	
109707	07/23/25	HELENA AGRI ENTERPRISES	140523180	250	53500	OPEN SPACE	436700	Grounds Keeping Supplies	25,075.20	WEED CHEMICALS
109708	07/23/25	HENKEL, MINDY	060925-062625	210	44500	CHILD WELFARE	445300	Travel Expense	143.29	MILEAGE REIMBURSEMENT
109709	07/23/25	JANZ, JILL	062525-070225	100	15100	FINANCE ADMINISTRATION	445300	Travel Expense	2,547.33	GOVERNMENT FINANCE OFFICERS ASSOCIATION CONFERENCE, WASHINGTON, DC
109710	07/23/25	JOHN ELWAY CHEVROLET	300251	223	28001	DA 23RD - DISTRICT MO ALLOC	474300	Cars, Vans, Pickups	43,370.00	2025 CHEVROLET TRAVERSE
			300502	223	28001	DA 23RD - DISTRICT MO ALLOC	474300	Cars, Vans, Pickups	34,970.00	2026 CHEVROLET EQUINOX
			300503	223	28001	DA 23RD - DISTRICT MO ALLOC	474300	Cars, Vans, Pickups	35,065.00	2026 CHEVROLET EQUINOX
			7429/063025	100	19910	FLEET MAINTENANCE	436200	Equip. & Motor Vehicle Parts	43,532.79	FLEET PARTS
								Total Payment	**156,937.79**	
109711	07/23/25	KAMRAN DASTOURY	021425	217	46100	DC HEALTH DEPT ADMIN	443600	Other Professional Services	5,468.10	MEDICAL DIRECTOR INSURANCE

Payment Number	Payment Date	Vendor Name	Invoice Number	Fund	Business Unit	Business Unit Description	Object Acct	Account Description	Amount	Remark
109712	07/23/25	KATHERINE NESTER	06302025	217	861615	CHILD CARE DEVELOPMENT BLOCK G	443600	Other Professional Services	3,024.00	EARLY CHILDHOOD COUNCIL CONTRACTOR
109713	07/23/25	KNOTHEAD TREE AND LAWN CARE	21638	200	31400	MAINTENANCE OF CONDITION	444700	Other Repair & Maint. Service	1,850.00	TREE REMOVAL
			21836	200	31400	MAINTENANCE OF CONDITION	444700	Other Repair & Maint. Service	5,225.00	TREE REMOVAL
			21830	200	31400	MAINTENANCE OF CONDITION	444700	Other Repair & Maint. Service	39,500.00	TREE REMOVAL
								Total Payment	**46,575.00**	
109714	07/23/25	KR CONSTRUCTION GROUP INC	KR24086APP7	240	33215	JUSTICE CNTR FACIL IMPRVMNTS	472300	Improvements	10,702.90	JUSTICE CENTER REMODEL PROJECT
			KR24086APP7RTNG	100	33215	JUSTICE CNTR FACIL IMPRVMNTS	211810	Retainage Payable	(535.15)	JUSTICE CENTER REMODEL PROJECT
								Total Payment	**10,167.75**	
109715	07/23/25	LIGHTING ACCESSORY & WARNING SYSTEMS	26001	220	22120	FLEET - LEA	474300	Cars, Vans, Pickups	2,735.00	FLEET REPLACEMENT PARTS
			26002	220	22150	TRAFFIC SECTION	449057	Fleet Outside Repairs	920.00	FLEET REPLACEMENT PARTS
			25990	220	22150	TRAFFIC SECTION	449057	Fleet Outside Repairs	158.50	FLEET REPLACEMENT PARTS
			25914	100	19210	VEHICLE REPLACEMENT	474300	Cars, Vans, Pickups	3,144.00	VEHICLE UPFIT
								Total Payment	**6,957.50**	
109716	07/23/25	MAES, KIRA	060225-063025	210	44500	CHILD WELFARE	445300	Travel Expense	290.57	MILEAGE REIMBURSEMENT
109717	07/23/25	MANNA RESOURCE CENTER	MAY2025TANF	210	44400	TANF BLOCK GRANT	443600	Other Professional Services	10,938.77	MAY 2025 SERVICES
			SFY2425Q4	210	44500	CHILD WELFARE	443600	Other Professional Services	35,000.00	Q4 2025 FAMILY SERVICES
			SFY2425Q4	210	44500	CHILD WELFARE	443600	Other Professional Services	35,000.00	Q4 2025 FAMILY SERVICES
								Total Payment	**80,938.77**	
109718	07/23/25	METRO DENVER ECONOMIC DEVELOPMENT CORPORATION	EDC10079318	100	65500	ECONOMIC DEVELOPMENT SERVICES	443600	Other Professional Services	2,226.00	Q1 2025 QUARTERLY REPORT
109719	07/23/25	MGT IMPACT SOLUTIONS LLC	64224	210	44100	ADMINISTRATION BLOCK GRANT	443600	Other Professional Services	8,534.00	COST ALLOCATION PLAN
109720	07/23/25	MICROSOFT CORPORATION	9490222787	100	18900	SOFTWARE MAINTENANCE	444500	Software/Hardware Supp./Maint.	114,780.90	MICROSOFT UNIFIED 2025
109721	07/23/25	MOTOROLA SOLUTIONS INC	8282153124	250	53500	OPEN SPACE	474350	Capital Com.SystemsRadio	28,553.34	RANGER RADIOS
109722	07/23/25	NICOLETTI-FLATER ASSOCIATES	3654	100	21155	HIRING	447900	Recruitment Costs	300.00	PRE-EMPLOYMENT TESTING
109723	07/23/25	OLSSON INC	542655	230	800854	HAZARD ELIM/CONGESTION MGMT	473100	Roads, St., Drainage-Eng.	37,739.60	TOMAHAWK RD/E PARKER RD INTERSECTION
			538402	230	800834	TRAFFIC ENGINEERING STUDIES	443400	General Engineering Services	25,308.33	DOUGLAS COUNTY TRANSPORTATION PLAN
			542460	230	800267	WATERTON ROAD	473100	Roads, St., Drainage-Eng.	49,491.78	WATERTON-EAGLE RIVER ROUNDABOUT
			542364	230	800854	HAZARD ELIM/CONGESTION MGMT	443600	Other Professional Services	2,625.00	TOMAHAWK RD/E PARKER RD INTERSECTION
								Total Payment	**115,164.71**	
109724	07/23/25	OUTPUT SERVICES INC	P3599	100	12400	MOTOR VEHICLE	439200	Postage & Delivery Svc.	12,000.00	POSTAGE - MV RENEWAL CARDS
			INV124994	100	12400	MOTOR VEHICLE	444400	Service Contracts	4,476.09	JUL 2025 DMV RENEWALS
								Total Payment	**16,476.09**	
109725	07/23/25	PACIFIC OFFICE AUTOMATION INC	422315	295	861300	RMHIDTA MGMT & COORDINATION	440300	Copier Charges	89.16	QUARTERLY COPIER CHARGES
109726	07/23/25	PEAK OFFICE FURNITURE INC	74771	100	802027	JAIL BASED BEHAVIORAL HLTH PRG	438400	C.A.-Furniture/Office Systems	5,966.40	ARMLESS STACKING CHAIRS
109727	07/23/25	PINERY WATER DISTRICT	7082025	200	31400	MAINTENANCE OF CONDITION	448600	Bulk Water	2,627.27	BULK WATER ROAD MAINTENANCE
			2291/070725	100	51100	PARK MAINTENANCE	450230	Water & Sewer	1,991.38	PINERY PARK
			4309/070725	100	51100	PARK MAINTENANCE	450230	Water & Sewer	3,471.06	BAYOU GULCH IRRIGATION
			3327/070725	100	51100	PARK MAINTENANCE	450230	Water & Sewer	1,085.68	BAYOU GULCH DOG PARK
			4623/070725	100	51100	PARK MAINTENANCE	450230	Water & Sewer	34.14	CHERRY CREEK TRAILHEAD
			4565/070725	100	51100	PARK MAINTENANCE	450230	Water & Sewer	34.14	BINGHAM LAKE PARK
			4310/070725	100	51100	PARK MAINTENANCE	450230	Water & Sewer	24.46	BAYOU GULCH WATER FOUNTAIN
								Total Payment	**9,268.13**	

Payment Number	Payment Date	Vendor Name	Invoice Number	Fund	Business Unit	Business Unit Description	Object Acct	Account Description	Amount	Remark
109728	07/23/25	POWERDMS INC	INV136047	100	21150	PROFESSIONAL STANDARDS	444550	Software/Hardware Subscription	17,209.89	POWER POLICY PRO SUBSCRIPTION
109729	07/23/25	PRO FORCE LAW ENFORCEMENT	576593	100	21116	REGULATORY TRAINING	433710	Firearm Accessories	3,307.00	SUPPRESSORS
			576804	100	21116	REGULATORY TRAINING	433710	Firearm Accessories	566.00	SUPPRESSORS
								Total Payment	**3,873.00**	
109730	07/23/25	RG LANDSCAPING SERVICES LLC	763	200	800100	CONTRACTED MAJOR ROAD MAINT	444700	Other Repair & Maint. Service	10,185.00	LANDSCAPING SERVICES
109731	07/23/25	ROBERT HALF TECHNOLOGY	65161588	100	800900	TECHNOLOGY FUND	432100	Contract Work/Temporary Agency	3,106.08	TEMPORARY POSITION - BUDGET
109732	07/23/25	RONCAGLIA, KATHLEEN	060325-062725	210	44150	ADULT PROTECTION	445300	Travel Expense	206.50	MILEAGE REIMBURSEMENT
109733	07/23/25	RYAN, KEVIN	062025-062125	200	31650	ENG-ITS/TRAFFIC SIGNAL OPS	445300	Travel Expense	73.64	MILEAGE REIMBURSEMENT
109734	07/23/25	S-COMM FIBER INC	12967	100	19100	FACILITIES ADMINISTRATION	121350	Acct. Rec. - CIP Projects	4,770.00	LANSING REPAIRS
109735	07/23/25	SANDOVAL ELEVATOR COMPANY LLC	11516B	100	55200	FAIRGROUND OPERATIONS	444400	Service Contracts	116.00	ELEVATOR PREVENTATIVE MAINTENANCE
			11516	100	19100	FACILITIES ADMINISTRATION	444400	Service Contracts	895.00	ELEVATOR PREVENTATIVE MAINTENANCE
			11516C	100	19150	JUSTICE CENTER FACILITY MGMT	444400	Service Contracts	1,621.00	ELEVATOR PREVENTATIVE MAINTENANCE
			11516A	100	19175	HIGHLANDS RANCH SUBSTATION FAC	444400	Service Contracts	116.00	ELEVATOR PREVENTATIVE MAINTENANCE
								Total Payment	**2,748.00**	
109736	07/23/25	SECURITY CENTRAL INC	1000571	100	19200	FUND ADMIN.-GENERAL	474800	Other Machinery & Equip.	3,203.80	SECURITY INSTALL
109737	07/23/25	SEDALIA WATER & SANITATION DISTRICT	070525	200	31400	MAINTENANCE OF CONDITION	450230	Water & Sewer	248.89	SEDALIA SHOP
109738	07/23/25	SEIBOLD, ABIGAYLE	060325-063025	210	44550	CHILD WELFARE ADDTL ALLOCATION	445300	Travel Expense	105.91	MILEAGE REIMBURSEMENT
109739	07/23/25	SHILOH HOUSE	52003200625DOUG	210	44500	CHILD WELFARE	443600	Other Professional Services	20,233.08	JUN 2025 BED GUARANTEE
			52001720625ASSMENTBG	210	44500	CHILD WELFARE	443600	Other Professional Services	81,867.31	PROFESSIONAL SERVICES
			52001720625ASSMENTBG	210	44500	CHILD WELFARE	443600	Other Professional Services	2,900.69	JUN 2025 MULTICOUNTY ASSESSMENT
			52003200625DOUG	210	44175	JUVENILE JUSTICE SVCS/1451	443600	Other Professional Services	2,610.72	PROFESSIONAL SERVICES
								Total Payment	**107,611.80**	
109740	07/23/25	SHUMS CODA ASSOCIATES	19339	100	24100	BUILDING DEVELOPMENT SERVICES	447280	New Elevator Installations	3,400.00	ELEVATOR PLAN REVIEW
			19008	100	24100	BUILDING DEVELOPMENT SERVICES	447290	Elevator Inspections	119,640.00	2025 ANNUAL ELEVATOR SERVICE
			19340	100	24100	BUILDING DEVELOPMENT SERVICES	447280	New Elevator Installations	850.00	ELEVATOR PLAN REVIEW
			11200	100	24100	BUILDING DEVELOPMENT SERVICES	447270	Elevator Witness Test	500.00	ELEVATOR PLAN REVIEW
								Total Payment	**124,390.00**	
109741	07/23/25	SILL-TERHAR MOTORS INC	71291	220	22120	FLEET - LEA	474300	Cars, Vans, Pickups	47,700.00	2025 FORD INTERCEPTOR
			71299	220	22120	FLEET - LEA	474300	Cars, Vans, Pickups	55,080.00	2025 FORD F150
			71290	220	22120	FLEET - LEA	474300	Cars, Vans, Pickups	47,700.00	2025 FORD INTERCEPTOR
			71298	220	22120	FLEET - LEA	474300	Cars, Vans, Pickups	47,700.00	2025 FORD INTERCEPTOR
			71297	220	22120	FLEET - LEA	474300	Cars, Vans, Pickups	47,700.00	2025 FORD INTERCEPTOR
			71294	220	22120	FLEET - LEA	474300	Cars, Vans, Pickups	47,700.00	2025 FORD INTERCEPTOR
			71289	220	22120	FLEET - LEA	474300	Cars, Vans, Pickups	47,700.00	2025 FORD INTERCEPTOR
			71292	220	22120	FLEET - LEA	474300	Cars, Vans, Pickups	47,700.00	2025 FORD INTERCEPTOR
			71296	220	22120	FLEET - LEA	474300	Cars, Vans, Pickups	47,700.00	2025 FORD INTERCEPTOR
			71293	220	22120	FLEET - LEA	474300	Cars, Vans, Pickups	47,700.00	2025 FORD INTERCEPTOR
			71287	220	22120	FLEET - LEA	474300	Cars, Vans, Pickups	47,700.00	2025 FORD INTERCEPTOR
								Total Payment	**532,080.00**	
109742	07/23/25	SOURCENOW	INVSN3528	100	21125	SUPPORT SERVICES	433210	Computer Supplies	3,961.46	PRINTER SUPPLIES
109743	07/23/25	SOURCES INC	50236	200	31400	MAINTENANCE OF CONDITION	433500	Clothing & Uniforms	710.00	CAPS AND SHIRTS
			50276	100	802034	COMMUNITY MENTAL HEALTH SFY25	433500	Clothing & Uniforms	75.38	UNIFORMS
								Total Payment	**785.38**	

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109744	07/23/25	SOUTHLAND MEDICAL LLC	INV140478	100	23100	CORONER	433400	Operating Supplies	5,804.29	MORGUE SUPPLIES
109745	07/23/25	STANLEY, LAUREN A	060625-061625	217	861451	WIC - WOMEN, INFANT, CHILDREN	445300	Travel Expense	27.58	MILEAGE REIMBURSEMENT
109746	07/23/25	SUMMIT PATHOLOGY	250703AU1003	100	23100	CORONER	443560	Forensic Testing	622.00	JUNE HISTOLOGY
109747	07/23/25	TAILOR STUDIO	12764	100	21100	SHERIFF ADMINISTRATION	433500	Clothing & Uniforms	150.00	UNIFORM ALTERATIONS
			12764	100	21130	EMPLOYEE WELLNESS	433500	Clothing & Uniforms	6.00	UNIFORM ALTERATIONS
			12764	100	822110	SWAT TEAM	433500	Clothing & Uniforms	115.00	UNIFORM ALTERATIONS
			12764	100	27425	SRO - BEN FRANKLIN ACADEMY	433500	Clothing & Uniforms	15.00	UNIFORM ALTERATIONS
			12764	100	21500	DETENTION	433500	Clothing & Uniforms	30.00	UNIFORM ALTERATIONS
			12764	100	22260	PATROL-DISTRICT 8	433500	Clothing & Uniforms	3.00	UNIFORM ALTERATIONS
			12764	100	22100	PATROL-LEA	433500	Clothing & Uniforms	207.00	UNIFORM ALTERATIONS
			12764	100	21650	CSV PROGRAM	433500	Clothing & Uniforms	45.00	UNIFORM ALTERATIONS
			12764	100	21150	PROFESSIONAL STANDARDS	433500	Clothing & Uniforms	51.00	UNIFORM ALTERATIONS
			12764	100	22270	HR DIVISION ADMIN	433500	Clothing & Uniforms	15.00	UNIFORM ALTERATIONS
								Total Payment	**637.00**	
109748	07/23/25	TETRA TECH INC	52443591	100	19275	COUNTY EMERGENCY PREPAREDNESS	443600	Other Professional Services	14,130.00	HAZARD MITIGATION
109749	07/23/25	THE RESOURCEFUL EDUCATOR LLC	1025	217	861619	TSQI CSQI GAE FUNDING	443600	Other Professional Services	3,400.00	EARLY CHILDHOOD COUNCIL CONTRACTOR
			1026	217	861625	EARLY CHILDHOOD COUNCIL ARP	443600	Other Professional Services	427.50	EARLY CHILDHOOD COUNCIL CONTRACTOR
			1026	217	861624	EARLY CHILDHOOD COUNCIL PDG	443600	Other Professional Services	450.00	EARLY CHILDHOOD COUNCIL CONTRACTOR
			1026	217	861627	EARLY CHILDHOOD COUNCIL CRRSA	443600	Other Professional Services	1,327.50	EARLY CHILDHOOD COUNCIL CONTRACTOR
								Total Payment	**5,605.00**	
109750	07/23/25	THOMAS, AMY	050625-062625	210	44550	CHILD WELFARE ADDTL ALLOCATION	445300	Travel Expense	825.42	MILEAGE REIMBURSEMENT
109751	07/23/25	THOMPSON, CADEN	081325-081525PERDIEM	217	46300	ENVIRONMENTAL HEALTH	445300	Travel Expense	176.80	COLORADO PROTECTION OF WILDLIFE SOILS CLASS, PAGOSA SPRINGS, CO
109752	07/23/25	TOLIN MECHANICAL SYSTEMS COMPANY	SV544738	295	861350	RMHIDTA TRAINING	447500	Other Purchased Services	202.66	QUARTERLY HVAC MAINTENANCE
			SV544738	295	861305	RMHIDTA INTELLIGENCE	447500	Other Purchased Services	202.67	QUARTERLY HVAC MAINTENANCE
			SV544738	295	861300	RMHIDTA MGMT & COORDINATION	447500	Other Purchased Services	202.67	QUARTERLY HVAC MAINTENANCE
								Total Payment	**608.00**	
109753	07/23/25	TOWN OF CASTLE ROCK	JUN2025	100	100	GENERAL FUND	214501	Due to Castle Rock-MV License	20,566.59	MV LICENSE FEES - JUN 2025
			JUN2025	100	100	GENERAL FUND	214502	Due to Castle Rock-Auto U-Tax	835,154.42	MV SALES TAX - JUN 2025
								Total Payment	**855,721.01**	
109754	07/23/25	TOWN OF LARKSPUR	JUN2025	100	100	GENERAL FUND	214512	Due to Larkspur-MV License	85.30	MV LICENSE FEES - JUN 2025
109755	07/23/25	TOWN OF PARKER	JUN2025	100	100	GENERAL FUND	214505	Due to Parker - Auto Use Tax	469,375.84	MV SALES TAX - JUN 2025
			JUN2025	100	100	GENERAL FUND	214513	Due to Parker - MV License	15,430.20	MV LICENSE FEES - JUN 2025
			1005446	100	802034	COMMUNITY MENTAL HEALTH SFY25	445300	Travel Expense	240.80	MILEAGE REIMBURSEMENT
								Total Payment	**485,046.84**	
109756	07/23/25	TRANSOFT SOLUTIONS INC	TSUS17536	100	30200	ENGINEERING	444500	Software/Hardware Supp./Maint.	2,030.00	CROSSGRADE RENEWAL
109757	07/23/25	TRINITY GROUP COMPANIES INC	17967IN	200	31400	MAINTENANCE OF CONDITION	433400	Operating Supplies	20,350.06	TRAFFIC SIGNS
109758	07/23/25	TRINITY SERVICES GROUP INC	3011500186	100	21500	DETENTION	447150	Inmate Meals	16,695.06	INMATE MEALS
109759	07/23/25	TRUSTED GUARDIANSHIP SERVICES	2762	210	44150	ADULT PROTECTION	455200	Direct Relief Payments	3,000.00	GUARDIANSHIP SERVICES
109760	07/23/25	TSCHUMPER, REBEKAH	051425-063025	210	44500	CHILD WELFARE	445300	Travel Expense	752.64	MILEAGE REIMBURSEMENT

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109761	07/23/25	TWOPENNY PRODUCTIONS LLC	TWP25021	100	21525	RESTRICTED BOOKING FEES (40%)	446500	Other Training Services	5,184.00	CRISIS INTERVENTION TEAM
109762	07/23/25	UPM MECHANICAL LLC	3514	100	861572	AMERICAN RESCUE PLAN ACT	447500	Other Purchased Services	8,395.00	SERVICE CALL
109763	07/23/25	WEBOLUTIONS INC	INV55269	100	11600	PUBLIC AFFAIRS	440210	Digital Advertising	2,046.90	HOME RULE CAMPAIGN
109764	07/23/25	WELLPATH LLC	INV0129801	100	21500	DETENTION	443100	Medical, Dental & Vet Services	345.00	MAY 2025 AGGREGATE
109765	07/23/25	WELLS FARGO BANK - GOVERNMENT	JUNE 2025/2025013	100	13100	TREASURER	443550	Banking Service Fees	2,906.88	JUNE 2025 BANK FEES TREASURY
109766	07/23/25	WELLS FARGO BANK - GOVERNMENT	JUN2025/SOC	210	44500	CHILD WELFARE	443550	Banking Service Fees	27.41	JUNE 2025 BANK FEES SOCIAL SECURITY
109767	07/23/25	WELLS FARGO BANK - GOVERNMENT	JUN2025	295	861350	RMHIDTA TRAINING	443550	Banking Service Fees	37.20	JUNE 2025 BANK FEES RMHIDTA
109768	07/23/25	WESTERN PAPER DISTRIBUTORS	5211416	100	19150	JUSTICE CENTER FACILITY MGMT	433900	Janitorial Supplies	1,922.98	JANITORIAL SUPPLIES
109769	07/23/25	WESTERN WRECKING	CI2025004APP4	200	800100	CONTRACTED MAJOR ROAD MAINT	478200	Major Maint. of Assets	3,600.00	2025 CONCRETE CRUSHING
			CI2025004APP4RTNG	200	800100	CONTRACTED MAJOR ROAD MAINT	211810	Retainage Payable	(180.00)	2025 CONCRETE CRUSHING
								Total Payment	**3,420.00**	
109770	07/23/25	WILSON & COMPANY INC	137246	230	800269	COUNTY LINE RD/I-25 OPERAT IMP	443600	Other Professional Services	12,322.50	DESIGN SERVICES - COUNTYLINE - INVERNESS
528141	07/22/25	ZOUROB, MOHAMMED O M	MV REFUND	100	100	GENERAL FUND	211650	Fee Refunds - Clerk & Recorder	815.32	REGISTRATION REFUNDS
528142	07/22/25	ALKU TECHNOLOGIES LLC	609104	100	800900	TECHNOLOGY FUND	443600	Other Professional Services	2,175.00	WORKSMART CONSULTING
528143	07/22/25	AMERICAN TARGET COMPANY	122989	100	21115	SHERIFF TRAINING	433700	Firearm Supplies	420.00	TARGETS FOR TRAINING
528144	07/22/25	ANARCHY OUTDOORS	2649	100	824100	SORT TEAM	433500	Clothing & Uniforms	4,455.72	UNIFORMS
528145	07/22/25	BACHICHA, HEATHER D	062325-070225	100	12400	MOTOR VEHICLE	445300	Travel Expense	35.00	MILEAGE REIMBURSEMENT
528146	07/22/25	BIXLER, JEFFREY J	MV REFUND	100	100	GENERAL FUND	211650	Fee Refunds - Clerk & Recorder	69.76	REGISTRATION REFUNDS
528147	07/22/25	BOECKMANN, MACKENZIE A	MV REFUND	100	100	GENERAL FUND	211650	Fee Refunds - Clerk & Recorder	25.00	REGISTRATION REFUNDS
528148	07/22/25	BREWER, MARY J & HAL W	MV REFUND	100	100	GENERAL FUND	211650	Fee Refunds - Clerk & Recorder	16.31	REGISTRATION REFUNDS
528149	07/22/25	BURNEY, MASEY LAYNE	050125-062625	210	44500	CHILD WELFARE	445300	Travel Expense	791.98	MILEAGE REIMBURSEMENT
528150	07/22/25	CARRIER WEST	50235912	100	19125	FACILITIES MANAGEMENT	436600	Other Repair & Maint. Supplies	470.33	MAINTENANCE SUPPLIES
528151	07/22/25	CARROLL, MICHAEL J & COLLEEN M	MV REFUND	100	100	GENERAL FUND	211650	Fee Refunds - Clerk & Recorder	749.35	REGISTRATION REFUNDS
528152	07/22/25	CASTLE ROCK CHEVROLET BUICK GMC	247886/063025	100	19910	FLEET MAINTENANCE	436200	Equip. & Motor Vehicle Parts	13,314.26	FLEET PARTS
528153	07/22/25	CASTLE ROCK CHRYSLER DODGE JEEP	247886/063025	100	19910	FLEET MAINTENANCE	436200	Equip. & Motor Vehicle Parts	2,155.95	FLEET PARTS
528154	07/22/25	CASTLE ROCK COMPOSTING	290	100	32100	WASTE TRANSFER SITES	450240	Waste Disposal Services	6,716.00	GREEN YARD WASTE DISPOSAL
528155	07/22/25	CENTURY LINK	333812324/070125	100	18100	IT ADMINISTRATION	442440	Data Communication Lines	19,553.02	JUL 2025 MILLER CIRCUITS
528156	07/22/25	COLORADO ASSESSORS ASSOCIATION	35	100	14100	ASSESSOR ADMINISTRATION	446100	Conference,Seminar, Train Fees	180.00	CONTINUING EDUCATION COURSES
528157	07/22/25	COLORADO COMMUNITY MEDIA	TYJTR9Q30001	230	800438	HESS RD BRIDGE REPAIR	440200	Newspaper Notices/Advertising	55.97	HESS RD - BID AD
528158	07/22/25	COLORADO GOLF AND TURF INC	1178191	100	802035	ENERGY EFFICIENCY & CONSERV	438800	C.A.-Other Equipment	26,015.20	LAWN EQUIPMENT
			1178885	100	802035	ENERGY EFFICIENCY & CONSERV	438800	C.A.-Other Equipment	45,066.60	ELECTRIC EQUIPMENT

Payment Number	Payment Date	Vendor Name	Invoice Number	Fund	Business Unit	Business Unit Description	Object Acct	Account Description	Amount	Remark
								Total Payment	**71,081.80**	
528159	07/22/25	COLORADO SECRETARY OF STATE	JUN2025	100	100	GENERAL FUND	214410	Due to State-Voter Confidntlty	2.50	JUN 2025 VOTER CONFIDENTIALITY
528160	07/22/25	COLORADO STATE UNIVERSITY EXTENSION	CY252NDQTR	100	55100	EXTENSION	447500	Other Purchased Services	93,794.36	Q2 2025 CSU PAYROLL
528161	07/22/25	DEIHIMI, MOHAMMAD M	MV REFUND	100	100	GENERAL FUND	211650	Fee Refunds - Clerk & Recorder	35.05	REGISTRATION REFUNDS
528162	07/22/25	DYNAMIC IMAGING SYSTEMS INC	DYNMN0000846	100	803072	STATE CRIMINAL ALIEN ASST	444500	Software/Hardware Supp./Maint.	9,124.00	CORRETRAK DEVICE SOFTWARE
528163	07/22/25	E&G TERMINAL INC	120711/063025	100	19910	FLEET MAINTENANCE	436200	Equip. & Motor Vehicle Parts	1,384.27	FLEET PARTS
			120711/063025	100	19910	FLEET MAINTENANCE	433400	Operating Supplies	4,029.02	FLEET PARTS
								Total Payment	**5,413.29**	
528164	07/22/25	ELLISON, CHERYL S	MV REFUND	100	100	GENERAL FUND	211650	Fee Refunds - Clerk & Recorder	356.26	REGISTRATION REFUNDS
528165	07/22/25	FALCONE REFRIGERATION INC	14063	100	19100	FACILITIES ADMINISTRATION	444700	Other Repair & Maint. Service	290.00	SERVICE CALL
528166	07/22/25	FORDHAM, REECE W	MV REFUND	100	100	GENERAL FUND	211650	Fee Refunds - Clerk & Recorder	135.46	REGISTRATION REFUNDS
528167	07/22/25	FORMANECK, ROBERT J	MV REFUND	100	100	GENERAL FUND	211650	Fee Refunds - Clerk & Recorder	36.54	REGISTRATION REFUNDS
528168	07/22/25	FRANKTOWN ANIMAL CLINIC	773015	220	800540	K-9 UNIT	443100	Medical, Dental & Vet Services	29.21	VETERINARY SERVICES
528169	07/22/25	FREDERICK, ARTHUR & MILA	MV REFUND	100	100	GENERAL FUND	211650	Fee Refunds - Clerk & Recorder	735.12	REGISTRATION REFUNDS
528170	07/22/25	FRONTIER FIRE PROTECTION LLC	10005789	100	19100	FACILITIES ADMINISTRATION	444400	Service Contracts	412.50	EXTINGUISHER INSPECTION
			10004912	100	19100	FACILITIES ADMINISTRATION	444400	Service Contracts	2,208.00	SPRINKLER INSPECTION
			10005846	100	19100	FACILITIES ADMINISTRATION	444400	Service Contracts	1,338.75	EMERGENCY SERVICE CALL
			10005018	100	19100	FACILITIES ADMINISTRATION	444400	Service Contracts	630.00	EXTINGUISHER INSPECTION
			10003248	100	19100	FACILITIES ADMINISTRATION	444400	Service Contracts	66.00	EXTINGUISHER INSPECTION
								Total Payment	**4,655.25**	
528171	07/22/25	HALAU KALAMA	DC002407	100	100	GENERAL FUND	221610	Sec. Deposit Refund-Fairground	200.00	SECURITY DEPOSIT REFUND
528172	07/22/25	HARTSOOK, ANTHONY J	MV REFUND	100	100	GENERAL FUND	211650	Fee Refunds - Clerk & Recorder	764.68	REGISTRATION REFUNDS
528173	07/22/25	HBS	FR5546483	250	807011	SANDSTONE RANCH	450240	Waste Disposal Services	273.08	TRASH SERVICE - SANDSTONE
528174	07/22/25	HEACOCK, LAWANDA J	MV REFUND	100	100	GENERAL FUND	211650	Fee Refunds - Clerk & Recorder	54.37	REGISTRATION REFUNDS
528175	07/22/25	HENDRY, MICHAEL D	071425-071725PERDIEM	217	861462	CDC INFRASTRUCTURE OPHP	445300	Travel Expense	249.40	NATIONAL ENVIRONMENTAL HEALTH ASSOCIATION CONFERENCE, PHOENIX, AZ
528176	07/22/25	HIGHLANDS RANCH LAW ENFORCEMENT	DCSOSH10	100	21116	REGULATORY TRAINING	446500	Other Training Services	150.00	SHOOTHOUSE INSTRUCTOR CLASS
528177	07/22/25	HOFF'S LANDSCAPE CONTRACTORS	145232	200	800506	STORMWATER PRIORITY PROJECTS	473100	Roads, St., Drainage-Eng.	1,950.00	DRAINAGEWAY TREE REPLACEMENT
528178	07/22/25	HUGHES, MATTHEW	060825-061125PERDIEM	217	861463	ELC 2.1 Enhancing Detection Ex	445300	Travel Expense	320.00	COUNCIL OF STATE TERRITORIAL EPIDEMIOLOGIST CONFERENCE, GRAND RAPIDS, MI
528179	07/22/25	HURST, ANNA J	MV REFUND	100	100	GENERAL FUND	211650	Fee Refunds - Clerk & Recorder	200.88	REGISTRATION REFUNDS
528180	07/22/25	IDA, ADAM S	MV REFUND	100	100	GENERAL FUND	211650	Fee Refunds - Clerk & Recorder	495.85	REGISTRATION REFUNDS
528181	07/22/25	IMAGEFIRST	266512172	100	23100	CORONER	443600	Other Professional Services	57.45	LAUNDRY SERVICE

Payment Number	Payment Date	Vendor Name	Invoice Number	Fund	Business Unit	Business Unit Description	Object Acct	Account Description	Amount	Remark
528182	07/22/25	JEFFERSON COUNTY DEPARTMENT OF HUMAN SERVICES	JUN2025/07032025	210	44500	CHILD WELFARE	443600	Other Professional Services	527.15	JUN 2025 COLLAB EXPENSES
528183	07/22/25	JOCHUM, REBECCA M	070225	223	28001	DA 23RD - DISTRICT MO ALLOC	445300	Travel Expense	93.10	MILEAGE REIMBURSEMENT
528184	07/22/25	KIEWIT INFRASTRUCTURE COMPANY	9100898488	200	31400	MAINTENANCE OF CONDITION	448300	Asphalt & Asphalt Filler	1,429.94	ASPHALT FOR PATCHING
528185	07/22/25	KLABON, KATHARINE	061625-070125	100	12400	MOTOR VEHICLE	445300	Travel Expense	26.25	MILEAGE REIMBURSEMENT
528186	07/22/25	L'ODENSE, CHARLES JASON	MV REFUND/070825	100	100	GENERAL FUND	211650	Fee Refunds - Clerk & Recorder	684.33	REGISTRATION REFUNDS
528187	07/22/25	LAKESHORE LEARNING MATERIALS LLC	91072644	217	861619	TSQI CSQI GAE FUNDING	447500	Other Purchased Services	55.78	EARLY CHILDHOOD COUNCIL CONTRACTOR
528188	07/22/25	LE, KIM THAO	MV REFUND	100	100	GENERAL FUND	211650	Fee Refunds - Clerk & Recorder	115.20	REGISTRATION REFUNDS
528189	07/22/25	MASTER'S TOUCH, THE	95489	100	14100	ASSESSOR ADMINISTRATION	440100	Printing/Copying/Reports	680.34	POSTAGE
528190	07/22/25	MERCADO, CLAUDIA	DC002397	100	100	GENERAL FUND	221610	Sec. Deposit Refund-Fairground	200.00	SECURITY DEPOSIT REFUND
528191	07/22/25	METRO CAPITAL GROUP LLC	56039	210	44500	CHILD WELFARE	455200	Direct Relief Payments	119.75	MAY 2025 CLIENT TRANSPORT
528192	07/22/25	MINNICK, KELSEY	07152025	100	12200	RECORDING	446100	Conference,Seminar, Train Fees	430.00	PROFESSIONAL WORKSHOP
528193	07/22/25	MISHRA, SOUMYA R	MV REFUND	100	100	GENERAL FUND	211650	Fee Refunds - Clerk & Recorder	524.28	REGISTRATION REFUNDS
528194	07/22/25	MURPHY, STEVIE	051925-063025	210	44550	CHILD WELFARE ADDTL ALLOCATION	445300	Travel Expense	552.23	MILEAGE REIMBURSEMENT
528195	07/22/25	MYSZKO, DARIUSZ & ANNA	MV REFUND	100	100	GENERAL FUND	211650	Fee Refunds - Clerk & Recorder	84.65	REGISTRATION REFUNDS
528196	07/22/25	NIKITA KING COUNSELING LLC	556	100	802024	PEACE OFFICER MENTAL HEALTH	443600	Other Professional Services	160.00	COUNSELING SERVICES
			564	100	802024	PEACE OFFICER MENTAL HEALTH	443600	Other Professional Services	160.00	COUNSELING SERVICES
			602	100	802024	PEACE OFFICER MENTAL HEALTH	443600	Other Professional Services	160.00	COUNSELING SERVICES
								Total Payment	**480.00**	
528197	07/22/25	O'CONNOR, CHRISTINE M	062425	100	12500	ELECTIONS AND REGISTRATION	445300	Travel Expense	22.68	MILEAGE REIMBURSEMENT
528198	07/22/25	OCHS, BARBARA L & THEODORE J	MV REFUND	100	100	GENERAL FUND	211650	Fee Refunds - Clerk & Recorder	157.44	REGISTRATION REFUNDS
528199	07/22/25	ORACLE AMERICA INC	101777820	100	18900	SOFTWARE MAINTENANCE	444500	Software/Hardware Supp./Maint.	33,663.42	JDE SUPPORT
528200	07/22/25	PARKER EARLY LEARNING ACADEMY	062625	217	861619	TSQI CSQI GAE FUNDING	447500	Other Purchased Services	1,678.51	EARLY CHILDHOOD COUNCIL CONTRACTOR
528201	07/22/25	PLUTO, VICTOR J	MV REFUND	100	100	GENERAL FUND	211650	Fee Refunds - Clerk & Recorder	487.24	REGISTRATION REFUNDS
528202	07/22/25	PLUTO, VICTOR J & KAREN A LANG	MV REFUND	100	100	GENERAL FUND	211650	Fee Refunds - Clerk & Recorder	589.45	REGISTRATION REFUNDS
528203	07/22/25	PRIORITYWORKFORCE INC	3913	100	11400	COUNTY MANAGER	432100	Contract Work/Temporary Agency	420.50	FRONT DESK TEMPORARY POSITION
528204	07/22/25	RAES, KERRY P	MV REFUND	100	100	GENERAL FUND	211650	Fee Refunds - Clerk & Recorder	625.58	REGISTRATION REFUNDS
528205	07/22/25	RAMSEY, WILLIAM A	MV REFUND	100	100	GENERAL FUND	211650	Fee Refunds - Clerk & Recorder	42.11	REGISTRATION REFUNDS
528206	07/22/25	RICALDAY, SILVIA	DC002556	100	100	GENERAL FUND	221610	Sec. Deposit Refund-Fairground	200.00	SECURITY DEPOSIT REFUND
528207	07/22/25	ROMO, DIANA	DC002555	100	100	GENERAL FUND	221610	Sec. Deposit Refund-Fairground	155.00	SECURITY DEPOSIT REFUND
528208	07/22/25	SCHNEIDER, NICOLE	041725-062625	100	12400	MOTOR VEHICLE	445300	Travel Expense	40.88	MILEAGE REIMBURSEMENT

Payment Number	Payment Date	Vendor Name	Invoice Number	Fund	Business Unit	Business Unit Description	Object Acct	Account Description	Amount	Remark
528209	07/22/25	SCHOMP HONDA	MV REFUND/071125	100	100	GENERAL FUND	211650	Fee Refunds - Clerk & Recorder	11,006.08	REGISTRATION REFUNDS
528210	07/22/25	SCHREINER, KATELYNNE L	MV REFUND	100	100	GENERAL FUND	211650	Fee Refunds - Clerk & Recorder	668.48	REGISTRATION REFUNDS
528211	07/22/25	SEDALIA LANDFILL	13213E313	200	31400	MAINTENANCE OF CONDITION	450240	Waste Disposal Services	4,865.88	CONSTRUCTION DEBRIS DISPOSAL
528212	07/22/25	SHUTTS, NATHANAEL P & MICHAEL	MV REFUND	100	100	GENERAL FUND	211650	Fee Refunds - Clerk & Recorder	197.80	REGISTRATION REFUNDS
528213	07/22/25	STATE OF COLORADO	49697	100	12400	MOTOR VEHICLE	444400	Service Contracts	3,588.33	JUN 2025 SERVICE CONTRACTS
			49634	100	12400	MOTOR VEHICLE	444400	Service Contracts	353.15	JUN 2025 SERVICE CONTRACTS
			49697	100	12400	MOTOR VEHICLE	439200	Postage & Delivery Svc.	9,313.26	JUN 2025 POSTAGE
			49634	100	12400	MOTOR VEHICLE	439200	Postage & Delivery Svc.	1,548.82	JUN 2025 POSTAGE
								Total Payment	**14,803.56**	
528214	07/22/25	SYCHLA, SALINA N & ASHLEY A JOHNSON	MV REFUND	100	100	GENERAL FUND	211650	Fee Refunds - Clerk & Recorder	301.73	REGISTRATION REFUNDS
528215	07/22/25	THE GEORGE & LORETTA PARKER REVOCABLE TRUST	MV REFUND	100	100	GENERAL FUND	211650	Fee Refunds - Clerk & Recorder	230.77	REGISTRATION REFUNDS
528216	07/22/25	THE HUDSON FIRM LLC	600	100	802000	LEGISLATIVE SERVICES	443600	Other Professional Services	14,625.00	PUBLIC RELATION SERVICES
528217	07/22/25	THE KEYLER GROUP LLC & ELIZABETH S KEYES	MV REFUND	100	100	GENERAL FUND	211650	Fee Refunds - Clerk & Recorder	192.35	REGISTRATION REFUNDS
528218	07/22/25	TOSHIBA AMERICA BUSINESS SOLUTIONS	6239043	100	55200	FAIRGROUND OPERATIONS	440300	Copier Charges	429.72	COPIER MAINTENANCE CHARGE
528219	07/22/25	UNIFIRST CORPORATION	2260177109	100	19910	FLEET MAINTENANCE	433500	Clothing & Uniforms	131.02	UNFORM SERVICE
			2260177279	100	19910	FLEET MAINTENANCE	433500	Clothing & Uniforms	43.21	UNFORM SERVICE
								Total Payment	**174.23**	
528220	07/22/25	WELTY, JASON P	MV REFUND	100	100	GENERAL FUND	211650	Fee Refunds - Clerk & Recorder	355.40	REGISTRATION REFUNDS
528221	07/22/25	WILDER, JAMES O	MV REFUND	100	100	GENERAL FUND	211650	Fee Refunds - Clerk & Recorder	54.20	REGISTRATION REFUNDS
528222	07/22/25	WITTE, MARK D	MV REFUND	100	100	GENERAL FUND	211650	Fee Refunds - Clerk & Recorder	146.04	REGISTRATION REFUNDS
528223	07/22/25	WITTE, MARK D & DEBRA A	MV REFUND	100	100	GENERAL FUND	211650	Fee Refunds - Clerk & Recorder	371.54	REGISTRATION REFUNDS
528224	07/22/25	YERGES, DEREK W	MV REFUND	100	100	GENERAL FUND	211650	Fee Refunds - Clerk & Recorder	88.48	REGISTRATION REFUNDS
528225	07/22/25	ZION, JAMES W	062625	200	31400	MAINTENANCE OF CONDITION	445300	Travel Expense	42.56	MILEAGE REIMBURSEMENT
528226	07/22/25	CORRAL, NATASHA	061125-063025	210	44500	CHILD WELFARE	445300	Travel Expense	160.30	CLIENT VISITATION
			061125-063025	210	44500	CHILD WELFARE	455200	Direct Relief Payments	60.34	DIRECT RELIEF PAYMENT
			061125-063025	210	44500	CHILD WELFARE	455200	Direct Relief Payments	4.71	CLIENT VISITATION
								Total Payment	**225.35**	
528227	07/22/25	FULLER, KATHERINE L	060425-062725	210	44150	ADULT PROTECTION	445300	Travel Expense	372.82	MILEAGE REIMBURSEMENT
528228	07/22/25	GILL, DAVID M	062325-062625	100	13100	TREASURER	445300	Travel Expense	236.60	MILEAGE REIMBURSEMENT
528229	07/22/25	ICE TONG LAND & CATTLE COMPANY	DV2025287	100	30200	ENGINEERING	341610	Development Review Fees	2,700.00	DEVELOPMENT REVIEW FEES
528230	07/22/25	MOLTZ CONSTRUCTION INC	DV2022093	200	200	ROAD AND BRIDGE	221630	Escrow Payable	1,380.00	ESCROW RELEASE
528231	07/22/25	STOCKTON, LAUREN	6051715942815732	100	23100	CORONER	445200	Metro Area Meeting Expense	184.97	STAFF LUNCH
528232	07/22/25	VALVOLINE LLC	DV2023068	200	200	ROAD AND BRIDGE	221630	Escrow Payable	8,338.00	ESCROW RELEASE

Payment Number	Payment Date	Vendor Name	Invoice Number	Fund	Business Unit	Business Unit Description	Object Acct	Account Description	Amount	Remark
528233	07/22/25	DENVER DEPARTMENT OF HUMAN SERVICES	071025	210	44250	FOOD ASSISTANCE PROGRAM	382250	Human Services Refunds	20.00	JUN 2025 CROSS COUNTY PAYMENT
528234	07/22/25	LARIMER COUNTY DEPARTMENT OF HUMAN SERVICES	071025	210	44200	NON-BLOCK GRANT ASSISTANCE	382250	Human Services Refunds	86.19	JUN 2025 CROSS COUNTY CLAIM
528235	07/22/25	ROXBOROUGH WATER & SANITATION	7129571/053125	200	31400	MAINTENANCE OF CONDITION	448600	Bulk Water	2,006.25	BULK WATER ROAD MAINTENANCE
			7129571/063025	200	31400	MAINTENANCE OF CONDITION	448600	Bulk Water	487.50	BULK WATER ROAD MAINTENANCE
								Total Payment	**2,493.75**	
								Grand Total:	**8,434,999.98**	

HANDWRITES

Payment Number	Payment Date	Vendor Name	Invoice Number	Fund	Business Unit	Business Unit Description	Object Acct	Account Description	Amount	Remark
109631	07/15/25	BRADLEY, JUSTIN	060225-060425	295	861305	RMHIDTA INTELLIGENCE	445300	Travel Expense	954.04	DRUG INFORMATION OPPORTUNITY SYMPOSIUM, CASCADE, MT
109632	07/15/25	CITY OF AURORA	R&BTAXES2Q25	200	82300	P TAX SHAREBACK MUNICIPALITIES	468500	Intergovernmental-Aurora	95,627.99	Q2 2025 ROAD & BRIDGE PROPERTY TAX
109633	07/15/25	CITY OF CASTLE PINES	R&BTAXES2Q25	200	82300	P TAX SHAREBACK MUNICIPALITIES	468650	Intergovernmental-Castle Pines	388,714.38	Q2 2025 ROAD & BRIDGE PROPERTY TAX
109634	07/15/25	CITY OF LITTLETON	R&BTAXES2Q25	200	82300	P TAX SHAREBACK MUNICIPALITIES	468200	Intergovernmental-Littleton	26,485.52	Q2 2025 ROAD & BRIDGE PROPERTY TAX
109635	07/15/25	CITY OF LONE TREE	R&BTAXES2Q25	200	82300	P TAX SHAREBACK MUNICIPALITIES	468600	Intergovernmental-Lone Tree	1,048,967.74	Q2 2025 ROAD & BRIDGE PROPERTY TAX
109636	07/15/25	COLORADO DEPARTMENT OF REVENUE	JUN2025	100	100	GENERAL FUND	214414	Due to State - MV	4,156,545.48	DUE TO STATE-MV-JUN 2025
109637	07/15/25	COLORADO DEPARTMENT OF REVENUE	JUN2025/DL	100	100	GENERAL FUND	214518	Due to State -Drivers License	22,950.56	DRIVERS LICENSE - JUN 2025
109638	07/15/25	DOUGLAS COUNTY DEPUTY SHERIFF'S ASSOCIATION	12420	245	47100	RUETER-HESS REC OPS & MAINT	443600	Other Professional Services	204.00	SECURITY SERVICES
109639	07/15/25	TOWN OF CASTLE ROCK	R&BTAXES2Q25	200	82300	P TAX SHAREBACK MUNICIPALITIES	468100	Intergovernmental-Castle Rock	1,693,425.07	Q2 2025 ROAD & BRIDGE PROPERTY TAX
109640	07/15/25	TOWN OF LARKSPUR	R&BTAXES2Q25	200	82300	P TAX SHAREBACK MUNICIPALITIES	468300	Intergovernmental-Larkspur	14,129.06	Q2 2025 ROAD & BRIDGE PROPERTY TAX
109641	07/15/25	TOWN OF PARKER	R&BTAXES2Q25	200	82300	P TAX SHAREBACK MUNICIPALITIES	468400	Intergovernmental-Parker	1,374,823.68	Q2 2025 ROAD & BRIDGE PROPERTY TAX
109642	07/15/25	WELLS FARGO BANK - GOVERNMENT	JAN2025/SOC	210	44500	CHILD WELFARE	443550	Banking Service Fees	28.08	JAN 2025 BANK FEES
528122	07/14/25	A TOUCH OF CLASS MUSIC INC	070925	100	55250	COUNTY FAIR	443570	County Fair Service/Fair Event	1,000.00	2025 FAIR & RODEO ENTERTAINMENT
528123	07/14/25	ARCHILA, MARIA GABRIELA GUANIPA	2025FAIR	100	55250	COUNTY FAIR	443570	County Fair Service/Fair Mkt &	500.00	2025 FAIR & RODEO BALLOON ARCH BOOTH
528124	07/14/25	FOWLER, NICK	2025FAIR	100	55250	COUNTY FAIR	447400	Judges/Referees/Fair Show Mgmt	1,100.00	2025 FAIR & RODEO JUDGE
528125	07/14/25	PETERSON, PAYSON W	2025FAIR	100	55250	COUNTY FAIR	443570	County Fair Service/Fair Rodeo	475.00	2025 FAIR & RODEO ANNOUNCER
528126	07/14/25	STEINMETZ, SHAWN	27	100	55250	COUNTY FAIR	443570	County Fair Service/Fair Event	300.00	2025 FAIR & RODEO ENTERTAINMENT
528127	07/14/25	VICK, LEON	2025FAIR	100	55250	COUNTY FAIR	443570	County Fair Service/Fair Mkt &	75.00	2025 FAIR & RODEO JUDGE
528128	07/14/25	XCEL ENERGY	53207971280/062725	200	31650	ENG-ITS/TRAFFIC SIGNAL OPS	450250	Traffic Signal Utilities	1,156.63	JUN 2025 SIGNALS
528129	07/14/25	XCEL ENERGY	5319329594/070125	200	31650	ENG-ITS/TRAFFIC SIGNAL OPS	450250	Traffic Signal Utilities	1,283.61	JUN 2025 STREET LIGHTS
528130	07/14/25	XCEL ENERGY	5319329652/070125	200	31650	ENG-ITS/TRAFFIC SIGNAL OPS	450250	Traffic Signal Utilities	2,392.77	JUN 2025 SIGNALS
								Grand Total:	**8,831,138.61**	

Payment Number	Payment Date	Vendor No.	Vendor Name	Invoice Number	Fund	Business Unit	Business Unit Description	Object Acct	Account Description	Amount	Remark
527929	07/11/25	1656555	ADAMO , TAMMIE LAINE	9150000EJ_JOB_1	00100	12500	ELECTIONS AND REGISTRATION	447400	Election Judges/Referee Fees	134.24	2025 SPECIAL ELECTION
527930	07/11/25	1529216	ADKINS , JEANNE	9150001EJ_JOB_2	00100	12500	ELECTIONS AND REGISTRATION	447400	Election Judges/Referee Fees	8.80	2025 SPECIAL ELECTION
527931	07/11/25	1123519	ALEXANDER , ADELE	9150002EJ_JOB_3	00100	12500	ELECTIONS AND REGISTRATION	447400	Election Judges/Referee Fees	6.72	2025 SPECIAL ELECTION
				9150002EJ_JOB_4	00100	12500	ELECTIONS AND REGISTRATION	447400	Election Judges/Referee Fees	724.16	2025 SPECIAL ELECTION
									Total Payment	**730.88**	
527932	07/11/25	1136976	ALLEN , ANITA LOUISE	9150003EJ_JOB_5	00100	12500	ELECTIONS AND REGISTRATION	447400	Election Judges/Referee Fees	224.48	2025 SPECIAL ELECTION
527933	07/11/25	1338648	ALLEN , JUDITH F	9150004EJ_JOB_6	00100	12500	ELECTIONS AND REGISTRATION	447400	Election Judges/Referee Fees	942.66	2025 SPECIAL ELECTION
527934	07/11/25	1539077	ARNOLD , ANDA	9150005EJ_JOB_7	00100	12500	ELECTIONS AND REGISTRATION	447400	Election Judges/Referee Fees	115.36	2025 SPECIAL ELECTION
527935	07/11/25	1582122	AUHLL , NANETTE	9150006EJ_JOB_8	00100	12500	ELECTIONS AND REGISTRATION	447400	Election Judges/Referee Fees	762.66	2025 SPECIAL ELECTION
527936	07/11/25	1592326	BAREISS , LINDA	9150007EJ_JOB_9	00100	12500	ELECTIONS AND REGISTRATION	447400	Election Judges/Referee Fees	91.36	2025 SPECIAL ELECTION
527937	07/11/25	1678598	BAROCH , STEVE	9150008EJ_JOB_10	00100	12500	ELECTIONS AND REGISTRATION	447400	Election Judges/Referee Fees	35.04	2025 SPECIAL ELECTION
527938	07/11/25	1123526	BARRETT , CATHERINE	9150009EJ_JOB_11	00100	12500	ELECTIONS AND	447400	Election Judges/Referee	33.44	2025 SPECIAL

Payment Number	Payment Date	Vendor No.	Vendor Name	Invoice Number	Fund	Business Unit	Business Unit Description	Object Acct	Account Description	Amount	Remark
							REGISTRATION		Fees		ELECTION
527939	07/11/25	1631225	BASU , NEELANJANA	9150010EJ_JOB_12	00100	12500	ELECTIONS AND REGISTRATION	447400	Election Judges/Referee Fees	836.16	2025 SPECIAL ELECTION
527940	07/11/25	1539082	BECK , ANN	9150011EJ_JOB_13	00100	12500	ELECTIONS AND REGISTRATION	447400	Election Judges/Referee Fees	35.36	2025 SPECIAL ELECTION
527941	07/11/25	1656556	BENNETT , WALTER	9150012EJ_JOB_14	00100	12500	ELECTIONS AND REGISTRATION	447400	Election Judges/Referee Fees	298.88	2025 SPECIAL ELECTION
527942	07/11/25	1123532	BERGUM , BEVERLY ZOE	9150013EJ_JOB_15	00100	12500	ELECTIONS AND REGISTRATION	447400	Election Judges/Referee Fees	240.32	2025 SPECIAL ELECTION
527943	07/11/25	1529218	BIERMANN , SHARON	9150014EJ_JOB_16	00100	12500	ELECTIONS AND REGISTRATION	447400	Election Judges/Referee Fees	159.04	2025 SPECIAL ELECTION
527944	07/11/25	1582085	BLEY , ANN	9150015EJ_JOB_17	00100	12500	ELECTIONS AND REGISTRATION	447400	Election Judges/Referee Fees	976.68	2025 SPECIAL ELECTION
527945	07/11/25	1529220	BLYTH , DORIS	9150016EJ_JOB_18	00100	12500	ELECTIONS AND REGISTRATION	447400	Election Judges/Referee Fees	115.84	2025 SPECIAL ELECTION
527946	07/11/25	1539090	BOCHNER , CLAIRE	9150017EJ_JOB_19	00100	12500	ELECTIONS AND REGISTRATION	447400	Election Judges/Referee Fees	319.68	2025 SPECIAL ELECTION
				9150017EJ_JOB_20	00100	12500	ELECTIONS AND REGISTRATION	447400	Election Judges/Referee Fees	4.48	2025 SPECIAL ELECTION
									Total Payment	**324.16**	
527947	07/11/25	1356652	BOLIN , MICHAEL ALFRED	9150018EJ_JOB_21	00100	12500	ELECTIONS AND REGISTRATION	447400	Election Judges/Referee Fees	199.36	2025 SPECIAL ELECTION

Payment Number	Payment Date	Vendor No.	Vendor Name	Invoice Number	Fund	Business Unit	Business Unit Description	Object Acct	Account Description	Amount	Remark
527948	07/11/25	1002581	BOLLWERK , ALBERT G	9150019EJ_JOB_22	00100	12500	ELECTIONS AND REGISTRATION	447400	Election Judges/Referee Fees	32.00	2025 SPECIAL ELECTION
527949	07/11/25	1678599	BOLTZ , DAVID THOMAS	9150020EJ_JOB_23	00100	12500	ELECTIONS AND REGISTRATION	447400	Election Judges/Referee Fees	33.12	2025 SPECIAL ELECTION
527950	07/11/25	1539093	BORGOS , CAROLYN	9150021EJ_JOB_24	00100	12500	ELECTIONS AND REGISTRATION	447400	Election Judges/Referee Fees	193.44	2025 SPECIAL ELECTION
527951	07/11/25	1171160	BROOKES , EDWARD RICHARD JAMES	9150022EJ_JOB_25	00100	12500	ELECTIONS AND REGISTRATION	447400	Election Judges/Referee Fees	124.32	2025 SPECIAL ELECTION
527952	07/11/25	1037337	BRUMMETT , SHERYL	9150023EJ_JOB_26	00100	12500	ELECTIONS AND REGISTRATION	447400	Election Judges/Referee Fees	9.60	2025 SPECIAL ELECTION
				9150023EJ_JOB_27	00100	12500	ELECTIONS AND REGISTRATION	447400	Election Judges/Referee Fees	223.68	2025 SPECIAL ELECTION
									Total Payment	**233.28**	
527953	07/11/25	1356657	BUFFETTI , PAULA SUE	9150024EJ_JOB_28	00100	12500	ELECTIONS AND REGISTRATION	447400	Election Judges/Referee Fees	135.54	2025 SPECIAL ELECTION
				9150024EJ_JOB_29	00100	12500	ELECTIONS AND REGISTRATION	447400	Election Judges/Referee Fees	16.00	2025 SPECIAL ELECTION
									Total Payment	**151.54**	
527954	07/11/25	1582086	BUSCH , CHERYL	9150025EJ_JOB_30	00100	12500	ELECTIONS AND REGISTRATION	447400	Election Judges/Referee Fees	426.72	2025 SPECIAL ELECTION
527955	07/11/25	1656560	BUYS , SANDRA ELLEN	9150026EJ_JOB_31	00100	12500	ELECTIONS AND REGISTRATION	447400	Election Judges/Referee Fees	32.32	2025 SPECIAL ELECTION
527956	07/11/25	1622562	CACCO , JUDITH	9150027EJ_JOB_32	00100	12500	ELECTIONS AND REGISTRATION	447400	Election Judges/Referee Fees	41.76	2025 SPECIAL ELECTION

Payment Number	Payment Date	Vendor No.	Vendor Name	Invoice Number	Fund	Business Unit	Business Unit Description	Object Acct	Account Description	Amount	Remark
527957	07/11/25	1539098	CALDWELL , DAVID	9150028EJ_JOB_33	00100	12500	ELECTIONS AND REGISTRATION	447400	Election Judges/Referee Fees	115.68	2025 SPECIAL ELECTION
527958	07/11/25	1592336	CARDONA , NATALIE C	9150029EJ_JOB_34	00100	12500	ELECTIONS AND REGISTRATION	447400	Election Judges/Referee Fees	264.00	2025 SPECIAL ELECTION
527959	07/11/25	1539099	CARLSON , RHONDA	9150030EJ_JOB_35	00100	12500	ELECTIONS AND REGISTRATION	447400	Election Judges/Referee Fees	178.24	2025 SPECIAL ELECTION
527960	07/11/25	1469988	CARMODY , PATRICIA A	9150031EJ_JOB_36	00100	12500	ELECTIONS AND REGISTRATION	447400	Election Judges/Referee Fees	43.04	2025 SPECIAL ELECTION
527961	07/11/25	1678600	CARY , AVA LAUREN	9150032EJ_JOB_37	00100	12500	ELECTIONS AND REGISTRATION	447400	Election Judges/Referee Fees	191.04	2025 SPECIAL ELECTION
527962	07/11/25	1631228	CHALFANT , KRISTIN	9150033EJ_JOB_38	00100	12500	ELECTIONS AND REGISTRATION	447400	Election Judges/Referee Fees	109.60	2025 SPECIAL ELECTION
				9150033EJ_JOB_39	00100	12500	ELECTIONS AND REGISTRATION	447400	Election Judges/Referee Fees	8.48	2025 SPECIAL ELECTION
									Total Payment	**118.08**	
527963	07/11/25	1678601	CHUGHTAI , JAMIE	9150034EJ_JOB_40	00100	12500	ELECTIONS AND REGISTRATION	447400	Election Judges/Referee Fees	35.52	2025 SPECIAL ELECTION
527964	07/11/25	1582091	CLAPP , DOROTHY	9150035EJ_JOB_41	00100	12500	ELECTIONS AND REGISTRATION	447400	Election Judges/Referee Fees	836.16	2025 SPECIAL ELECTION
527965	07/11/25	1582092	COMSTOCK , ANNE	9150036EJ_JOB_42	00100	12500	ELECTIONS AND REGISTRATION	447400	Election Judges/Referee Fees	940.68	2025 SPECIAL ELECTION

Payment Number	Payment Date	Vendor No.	Vendor Name	Invoice Number	Fund	Business Unit	Business Unit Description	Object Acct	Account Description	Amount	Remark
527966	07/11/25	1642190	CONDRON , MARGARET ANNE	9150037EJ_JOB_43	00100	12500	ELECTIONS AND REGISTRATION	447400	Election Judges/Referee Fees	32.32	2025 SPECIAL ELECTION
527967	07/11/25	1620088	CONNER , JOE WILLIE	9150038EJ_JOB_44	00100	12500	ELECTIONS AND REGISTRATION	447400	Election Judges/Referee Fees	113.44	2025 SPECIAL ELECTION
527968	07/11/25	1676708	COTE , HARRISON	9150039EJ_JOB_45	00100	12500	ELECTIONS AND REGISTRATION	447400	Election Judges/Referee Fees	93.60	2025 SPECIAL ELECTION
527969	07/11/25	1622563	CROW , COLEEN ANNE	9150040EJ_JOB_46	00100	12500	ELECTIONS AND REGISTRATION	447400	Election Judges/Referee Fees	88.00	2025 SPECIAL ELECTION
527970	07/11/25	1075412	CROW , WILLIAM	9150041EJ_JOB_47	00100	12500	ELECTIONS AND REGISTRATION	447400	Election Judges/Referee Fees	83.68	2025 SPECIAL ELECTION
527971	07/11/25	1582125	CUNNINGHAM , ROBERT	9150042EJ_JOB_48	00100	12500	ELECTIONS AND REGISTRATION	447400	Election Judges/Referee Fees	43.52	2025 SPECIAL ELECTION
527972	07/11/25	1592342	CUSTER , MARK	9150043EJ_JOB_49	00100	12500	ELECTIONS AND REGISTRATION	447400	Election Judges/Referee Fees	324.96	2025 SPECIAL ELECTION
527973	07/11/25	1529223	DALTON , BETH	9150044EJ_JOB_50	00100	12500	ELECTIONS AND REGISTRATION	447400	Election Judges/Referee Fees	40.80	2025 SPECIAL ELECTION
527974	07/11/25	1622564	DELP , ROGER	9150045EJ_JOB_51	00100	12500	ELECTIONS AND REGISTRATION	447400	Election Judges/Referee Fees	32.16	2025 SPECIAL ELECTION
527975	07/11/25	1125874	DEMKO DIJULIO , DEBORAH	9150046EJ_JOB_52	00100	100	GENERAL FUND	219600	Accrued FICA	194.64-	SS WITHHELD
				9150046EJ_JOB_52	00100	100	GENERAL FUND	219600	Accrued FICA	45.52-	MEDICARE WITHHELD
				9150046EJ_JOB_52	00100	12500	ELECTIONS AND	447400	Election Judges/Referee	1,829.16	2025 SPECIAL

Payment Number	Payment Date	Vendor No.	Vendor Name	Invoice Number	Fund	Business Unit	Business Unit Description	Object Acct	Account Description	Amount	Remark
							REGISTRATION		Fees		ELECTION
									Total Payment	**1,589.00**	
527976	07/11/25	1582093	DENNIS , AMANDA JEAN	9150047EJ_JOB_53	00100	12500	ELECTIONS AND REGISTRATION	447400	Election Judges/Referee Fees	20.00	2025 SPECIAL ELECTION
527977	07/11/25	1592345	DENNIS , MICHAEL FREDERICK	9150048EJ_JOB_54	00100	12500	ELECTIONS AND REGISTRATION	447400	Election Judges/Referee Fees	107.36	2025 SPECIAL ELECTION
527978	07/11/25	1521959	DIECK , DENNIS	9150049EJ_JOB_55	00100	12500	ELECTIONS AND REGISTRATION	447400	Election Judges/Referee Fees	225.44	2025 SPECIAL ELECTION
527979	07/11/25	1539113	DIECK , MARIE	9150050EJ_JOB_56	00100	12500	ELECTIONS AND REGISTRATION	447400	Election Judges/Referee Fees	219.04	2025 SPECIAL ELECTION
527980	07/11/25	1656564	DIJULIO , MICHAEL DANTE	9150051EJ_JOB_57	00100	12500	ELECTIONS AND REGISTRATION	447400	Election Judges/Referee Fees	275.20	2025 SPECIAL ELECTION
527981	07/11/25	1678602	DODGE , LINA SUE	9150052EJ_JOB_58	00100	12500	ELECTIONS AND REGISTRATION	447400	Election Judges/Referee Fees	32.32	2025 SPECIAL ELECTION
527982	07/11/25	1529225	DOHERTY , KATHLEEN	9150053EJ_JOB_59	00100	12500	ELECTIONS AND REGISTRATION	447400	Election Judges/Referee Fees	29.60	2025 SPECIAL ELECTION
527983	07/11/25	1653257	ELGIN , VICTORIA ANN	9150054EJ_JOB_60	00100	12500	ELECTIONS AND REGISTRATION	447400	Election Judges/Referee Fees	685.60	2025 SPECIAL ELECTION
527984	07/11/25	1592353	ELMBLADE , ALISA	9150055EJ_JOB_61	00100	12500	ELECTIONS AND REGISTRATION	447400	Election Judges/Referee Fees	42.40	2025 SPECIAL ELECTION

Payment Number	Payment Date	Vendor No.	Vendor Name	Invoice Number	Fund	Business Unit	Business Unit Description	Object Acct	Account Description	Amount	Remark
527985	07/11/25	1592354	ELSBERRY , PAULA	9150056EJ_JOB_62	00100	12500	ELECTIONS AND REGISTRATION	447400	Election Judges/Referee Fees	841.60	2025 SPECIAL ELECTION
527986	07/11/25	1678603	EVERETTE , LEONARD	9150057EJ_JOB_63	00100	12500	ELECTIONS AND REGISTRATION	447400	Election Judges/Referee Fees	50.72	2025 SPECIAL ELECTION
527987	07/11/25	1356674	FABER , MICHAEL EDWARD	9150058EJ_JOB_65	00100	12500	ELECTIONS AND REGISTRATION	447400	Election Judges/Referee Fees	46.44	2025 SPECIAL ELECTION
				9150058EJ_JOB_64	00100	12500	ELECTIONS AND REGISTRATION	447400	Election Judges/Referee Fees	237.12	2025 SPECIAL ELECTION
									Total Payment	**283.56**	
527988	07/11/25	1529226	FABICK , SHARON	9150059EJ_JOB_66	00100	12500	ELECTIONS AND REGISTRATION	447400	Election Judges/Referee Fees	238.88	2025 SPECIAL ELECTION
527989	07/11/25	1656566	FALLER , JULI-ANNE MARY	9150060EJ_JOB_67	00100	12500	ELECTIONS AND REGISTRATION	447400	Election Judges/Referee Fees	20.00	2025 SPECIAL ELECTION
527990	07/11/25	1521960	FOUNTAIN-QUINTANA , BRITTANY V	9150061EJ_JOB_68	00100	12500	ELECTIONS AND REGISTRATION	447400	Election Judges/Referee Fees	90.90	2025 SPECIAL ELECTION
527991	07/11/25	1592360	GABRIELSE , CARA	9150062EJ_JOB_69	00100	12500	ELECTIONS AND REGISTRATION	447400	Election Judges/Referee Fees	129.44	2025 SPECIAL ELECTION
527992	07/11/25	1642194	GAIGE , CHARLES DAVID	9150063EJ_JOB_70	00100	12500	ELECTIONS AND REGISTRATION	447400	Election Judges/Referee Fees	186.40	2025 SPECIAL ELECTION
527993	07/11/25	1125876	GLOISTEN , KATHLEEN M	9150064EJ_JOB_71	00100	12500	ELECTIONS AND REGISTRATION	447400	Election Judges/Referee Fees	113.60	2025 SPECIAL ELECTION
527994	07/11/25	1622566	GORTON , JAMES	9150065EJ_JOB_72	00100	12500	ELECTIONS AND	447400	Election Judges/Referee	44.00	2025 SPECIAL

Payment Number	Payment Date	Vendor No.	Vendor Name	Invoice Number	Fund	Business Unit	Business Unit Description	Object Acct	Account Description	Amount	Remark
							REGISTRATION		Fees		ELECTION
527995	07/11/25	1592365	GULLION , LYNNE M	9150066EJ_JOB_73	00100	12500	ELECTIONS AND REGISTRATION	447400	Election Judges/Referee Fees	92.32	2025 SPECIAL ELECTION
527996	07/11/25	1582099	HAMMERSMITH , JAMES	9150067EJ_JOB_74	00100	12500	ELECTIONS AND REGISTRATION	447400	Election Judges/Referee Fees	33.12	2025 SPECIAL ELECTION
527997	07/11/25	1622569	HANSEN , CHERYL	9150068EJ_JOB_75	00100	12500	ELECTIONS AND REGISTRATION	447400	Election Judges/Referee Fees	65.92	2025 SPECIAL ELECTION
				9150068EJ_JOB_76	00100	12500	ELECTIONS AND REGISTRATION	447400	Election Judges/Referee Fees	33.12	2025 SPECIAL ELECTION
									Total Payment	**99.04**	
527998	07/11/25	1641398	HARCHARIK , BRIANA	9150069EJ_JOB_77	00100	12500	ELECTIONS AND REGISTRATION	447400	Election Judges/Referee Fees	84.80	2025 SPECIAL ELECTION
527999	07/11/25	1565569	HARRIS , VINCE	9150070EJ_JOB_78	00100	12500	ELECTIONS AND REGISTRATION	447400	Election Judges/Referee Fees	836.16	2025 SPECIAL ELECTION
528000	07/11/25	1620093	HAWKINS , KATHERINE	9150071EJ_JOB_79	00100	12500	ELECTIONS AND REGISTRATION	447400	Election Judges/Referee Fees	208.64	2025 SPECIAL ELECTION
528001	07/11/25	1592369	HAWORTH , SANDRA	9150072EJ_JOB_80	00100	12500	ELECTIONS AND REGISTRATION	447400	Election Judges/Referee Fees	80.16	2025 SPECIAL ELECTION
528002	07/11/25	1678604	HECK , RAE L	9150073EJ_JOB_81	00100	12500	ELECTIONS AND REGISTRATION	447400	Election Judges/Referee Fees	31.84	2025 SPECIAL ELECTION
528003	07/11/25	1622570	HEMMINGER , ANN	9150074EJ_JOB_82	00100	12500	ELECTIONS AND REGISTRATION	447400	Election Judges/Referee Fees	80.64	2025 SPECIAL ELECTION

Payment Number	Payment Date	Vendor No.	Vendor Name	Invoice Number	Fund	Business Unit	Business Unit Description	Object Acct	Account Description	Amount	Remark
528004	07/11/25	1539143	HENDERSON , TERILEE	9150075EJ_JOB_83	00100	12500	ELECTIONS AND REGISTRATION	447400	Election Judges/Referee Fees	116.00	2025 SPECIAL ELECTION
528005	07/11/25	1678605	HENDRICKS , MELISSA	9150076EJ_JOB_84	00100	12500	ELECTIONS AND REGISTRATION	447400	Election Judges/Referee Fees	181.12	2025 SPECIAL ELECTION
528006	07/11/25	1529229	HERLIN , CAROLYN	9150077EJ_JOB_85	00100	12500	ELECTIONS AND REGISTRATION	447400	Election Judges/Referee Fees	739.20	2025 SPECIAL ELECTION
528007	07/11/25	1513857	HILL , BRIAN LEE	9150078EJ_JOB_86	00100	12500	ELECTIONS AND REGISTRATION	447400	Election Judges/Referee Fees	106.24	2025 SPECIAL ELECTION
528008	07/11/25	1469996	HILL , JEANETTE	9150079EJ_JOB_87	00100	12500	ELECTIONS AND REGISTRATION	447400	Election Judges/Referee Fees	114.08	2025 SPECIAL ELECTION
528009	07/11/25	1539147	HOODAK , MARTHA	9150080EJ_JOB_88	00100	12500	ELECTIONS AND REGISTRATION	447400	Election Judges/Referee Fees	34.24	2025 SPECIAL ELECTION
528010	07/11/25	1622571	HOSLER , RANDAL	9150081EJ_JOB_89	00100	12500	ELECTIONS AND REGISTRATION	447400	Election Judges/Referee Fees	233.92	2025 SPECIAL ELECTION
528011	07/11/25	1529230	HOWELL , CHARLES	9150082EJ_JOB_90	00100	12500	ELECTIONS AND REGISTRATION	447400	Election Judges/Referee Fees	360.80	2025 SPECIAL ELECTION
528012	07/11/25	1620095	HUMPHREY , KAREN	9150083EJ_JOB_91	00100	12500	ELECTIONS AND REGISTRATION	447400	Election Judges/Referee Fees	89.12	2025 SPECIAL ELECTION
528013	07/11/25	1592374	HUNT , CHRISTOPHER	9150084EJ_JOB_92	00100	12500	ELECTIONS AND REGISTRATION	447400	Election Judges/Referee Fees	314.24	2025 SPECIAL ELECTION

Payment Number	Payment Date	Vendor No.	Vendor Name	Invoice Number	Fund	Business Unit	Business Unit Description	Object Acct	Account Description	Amount	Remark
528014	07/11/25	1678606	HUSSON , JEFFRY ROBERT	9150085EJ_JOB_93	00100	12500	ELECTIONS AND REGISTRATION	447400	Election Judges/Referee Fees	31.68	2025 SPECIAL ELECTION
528015	07/11/25	1539151	JACKSON , JOHN DAVID	9150086EJ_JOB_94	00100	12500	ELECTIONS AND REGISTRATION	447400	Election Judges/Referee Fees	87.36	2025 SPECIAL ELECTION
528016	07/11/25	1513860	JOHNSON , LINDA	9150087EJ_JOB_95	00100	12500	ELECTIONS AND REGISTRATION	447400	Election Judges/Referee Fees	281.44	2025 SPECIAL ELECTION
528017	07/11/25	1469999	JOSWICK , PATRICIA L	9150088EJ_JOB_96	00100	12500	ELECTIONS AND REGISTRATION	447400	Election Judges/Referee Fees	214.24	2025 SPECIAL ELECTION
528018	07/11/25	1657095	KATARU , IHITA	9150089EJ_JOB_97	00100	12500	ELECTIONS AND REGISTRATION	447400	Election Judges/Referee Fees	20.00	2025 SPECIAL ELECTION
528019	07/11/25	1125724	KENNEDY , CHRISTINA ANN	9150090EJ_JOB_98	00100	12500	ELECTIONS AND REGISTRATION	447400	Election Judges/Referee Fees	84.00	2025 SPECIAL ELECTION
528020	07/11/25	1470000	KIME , DAVID E	9150091EJ_JOB_99	00100	12500	ELECTIONS AND REGISTRATION	447400	Election Judges/Referee Fees	166.72	2025 SPECIAL ELECTION
528021	07/11/25	1448859	KINDER , DEBORAH L	9150092EJ_JOB_100	00100	12500	ELECTIONS AND REGISTRATION	447400	Election Judges/Referee Fees	163.20	2025 SPECIAL ELECTION
528022	07/11/25	1676709	KOLLA , NISHI	9150093EJ_JOB_101	00100	12500	ELECTIONS AND REGISTRATION	447400	Election Judges/Referee Fees	93.28	2025 SPECIAL ELECTION
528023	07/11/25	1529233	KOWALSKI , KARREN	9150094EJ_JOB_102	00100	12500	ELECTIONS AND REGISTRATION	447400	Election Judges/Referee Fees	188.16	2025 SPECIAL ELECTION

Payment Number	Payment Date	Vendor No.	Vendor Name	Invoice Number	Fund	Business Unit	Business Unit Description	Object Acct	Account Description	Amount	Remark
528024	07/11/25	1592379	KRAUSE , ROSALYN	9150095EJ_JOB_103	00100	12500	ELECTIONS AND REGISTRATION	447400	Election Judges/Referee Fees	34.72	2025 SPECIAL ELECTION
528025	07/11/25	1539156	KRIEGER , BENJAMIN	9150096EJ_JOB_104	00100	12500	ELECTIONS AND REGISTRATION	447400	Election Judges/Referee Fees	940.68	2025 SPECIAL ELECTION
528026	07/11/25	1529235	KROL , KATHLEEN	9150097EJ_JOB_105	00100	12500	ELECTIONS AND REGISTRATION	447400	Election Judges/Referee Fees	196.96	2025 SPECIAL ELECTION
528027	07/11/25	1592380	KUNZ , TERRI L	9150098EJ_JOB_106	00100	12500	ELECTIONS AND REGISTRATION	447400	Election Judges/Referee Fees	32.48	2025 SPECIAL ELECTION
528028	07/11/25	1678607	KUTCHER , STEVEN	9150099EJ_JOB_107	00100	12500	ELECTIONS AND REGISTRATION	447400	Election Judges/Referee Fees	34.56	2025 SPECIAL ELECTION
528029	07/11/25	1657099	LATIMER , ELLEN	9150100EJ_JOB_108	00100	12500	ELECTIONS AND REGISTRATION	447400	Election Judges/Referee Fees	252.80	2025 SPECIAL ELECTION
528030	07/11/25	1582104	LAU , CLIFFORD	9150101EJ_JOB_109	00100	12500	ELECTIONS AND REGISTRATION	447400	Election Judges/Referee Fees	112.32	2025 SPECIAL ELECTION
528031	07/11/25	1653269	LEHMAN , WILLIAM H	9150102EJ_JOB_110	00100	12500	ELECTIONS AND REGISTRATION	447400	Election Judges/Referee Fees	108.32	2025 SPECIAL ELECTION
528032	07/11/25	1656587	LEWIS , CHESTER VAN HOUNTEN	9150103EJ_JOB_111	00100	12500	ELECTIONS AND REGISTRATION	447400	Election Judges/Referee Fees	119.84	2025 SPECIAL ELECTION
528033	07/11/25	1123625	LILLY , DANISE M	9150104EJ_JOB_112	00100	12500	ELECTIONS AND REGISTRATION	447400	Election Judges/Referee Fees	734.04	2025 SPECIAL ELECTION

Payment Number	Payment Date	Vendor No.	Vendor Name	Invoice Number	Fund	Business Unit	Business Unit Description	Object Acct	Account Description	Amount	Remark
528034	07/11/25	1123626	LILLY , KREGG BRYAN	9150105EJ_JOB_113	00100	12500	ELECTIONS AND REGISTRATION	447400	Election Judges/Referee Fees	302.88	2025 SPECIAL ELECTION
528035	07/11/25	1104006	LINDNER , PATRICIA G	9150106EJ_JOB_114	00100	12500	ELECTIONS AND REGISTRATION	447400	Election Judges/Referee Fees	156.64	2025 SPECIAL ELECTION
528036	07/11/25	1631237	LISI , LAURA LAVENDER	9150107EJ_JOB_115	00100	12500	ELECTIONS AND REGISTRATION	447400	Election Judges/Referee Fees	48.32	2025 SPECIAL ELECTION
528037	07/11/25	1631238	LOCKWOOD , MARY	9150108EJ_JOB_116	00100	12500	ELECTIONS AND REGISTRATION	447400	Election Judges/Referee Fees	83.20	2025 SPECIAL ELECTION
528038	07/11/25	1582106	LOCKWOOD , STEVEN	9150109EJ_JOB_117	00100	12500	ELECTIONS AND REGISTRATION	447400	Election Judges/Referee Fees	228.16	2025 SPECIAL ELECTION
528039	07/11/25	1642196	LONG , PATRICIA	9150110EJ_JOB_118	00100	12500	ELECTIONS AND REGISTRATION	447400	Election Judges/Referee Fees	82.72	2025 SPECIAL ELECTION
528040	07/11/25	1592383	LOPEZ , CARLOS M	9150111EJ_JOB_119	00100	12500	ELECTIONS AND REGISTRATION	447400	Election Judges/Referee Fees	355.86	2025 SPECIAL ELECTION
528041	07/11/25	1631239	MAAS , KENNETH W	9150112EJ_JOB_120	00100	12500	ELECTIONS AND REGISTRATION	447400	Election Judges/Referee Fees	195.36	2025 SPECIAL ELECTION
528042	07/11/25	1171106	MARTINEZ , RUBY JOANN	9150113EJ_JOB_121	00100	12500	ELECTIONS AND REGISTRATION	447400	Election Judges/Referee Fees	892.62	2025 SPECIAL ELECTION
528043	07/11/25	1582107	MATESE , CRYSTAL	9150114EJ_JOB_122	00100	12500	ELECTIONS AND REGISTRATION	447400	Election Judges/Referee Fees	940.68	2025 SPECIAL ELECTION

Payment Number	Payment Date	Vendor No.	Vendor Name	Invoice Number	Fund	Business Unit	Business Unit Description	Object Acct	Account Description	Amount	Remark
528044	07/11/25	1656591	MCBETH , FREDERICK ELLSWORTH	9150115EJ_JOB_123	00100	12500	ELECTIONS AND REGISTRATION	447400	Election Judges/Referee Fees	92.80	2025 SPECIAL ELECTION
528045	07/11/25	1656592	MCBETH , MARY LYNN	9150116EJ_JOB_124	00100	12500	ELECTIONS AND REGISTRATION	447400	Election Judges/Referee Fees	91.52	2025 SPECIAL ELECTION
528046	07/11/25	1582130	MCCRACKEN , KAREN	9150117EJ_JOB_125	00100	12500	ELECTIONS AND REGISTRATION	447400	Election Judges/Referee Fees	218.24	2025 SPECIAL ELECTION
528047	07/11/25	1592391	MERRITT , JAMES	9150118EJ_JOB_126	00100	12500	ELECTIONS AND REGISTRATION	447400	Election Judges/Referee Fees	41.28	2025 SPECIAL ELECTION
528048	07/11/25	1678608	MIERAU , ROBERT	9150119EJ_JOB_127	00100	12500	ELECTIONS AND REGISTRATION	447400	Election Judges/Referee Fees	32.00	2025 SPECIAL ELECTION
528049	07/11/25	1678609	MILLER , JACQUELINE	9150120EJ_JOB_128	00100	12500	ELECTIONS AND REGISTRATION	447400	Election Judges/Referee Fees	83.36	2025 SPECIAL ELECTION
528050	07/11/25	1653275	MINCH , KEITH EUGENE	9150121EJ_JOB_129	00100	12500	ELECTIONS AND REGISTRATION	447400	Election Judges/Referee Fees	892.80	2025 SPECIAL ELECTION
528051	07/11/25	1409740	MISARE , SALLY A	9150122EJ_JOB_130	00100	12500	ELECTIONS AND REGISTRATION	447400	Election Judges/Referee Fees	784.08	2025 SPECIAL ELECTION
528052	07/11/25	1653276	MITCHELL , JO ELLEN	9150123EJ_JOB_131	00100	12500	ELECTIONS AND REGISTRATION	447400	Election Judges/Referee Fees	50.08	2025 SPECIAL ELECTION
528053	07/11/25	1356708	MOLLER , DONALD E	9150124EJ_JOB_132	00100	12500	ELECTIONS AND REGISTRATION	447400	Election Judges/Referee Fees	117.92	2025 SPECIAL ELECTION

Payment Number	Payment Date	Vendor No.	Vendor Name	Invoice Number	Fund	Business Unit	Business Unit Description	Object Acct	Account Description	Amount	Remark
528054	07/11/25	1356709	MOLLER , MARCELLA	9150125EJ_JOB_133	00100	12500	ELECTIONS AND REGISTRATION	447400	Election Judges/Referee Fees	117.60	2025 SPECIAL ELECTION
528055	07/11/25	1620097	MULLINS , CANDACE	9150126EJ_JOB_134	00100	12500	ELECTIONS AND REGISTRATION	447400	Election Judges/Referee Fees	119.36	2025 SPECIAL ELECTION
528056	07/11/25	1338671	MULVEY , DEBORAH METZGER	9150127EJ_JOB_135	00100	12500	ELECTIONS AND REGISTRATION	447400	Election Judges/Referee Fees	190.56	2025 SPECIAL ELECTION
528057	07/11/25	1582110	NORTH , DONALD	9150128EJ_JOB_136	00100	12500	ELECTIONS AND REGISTRATION	447400	Election Judges/Referee Fees	49.92	2025 SPECIAL ELECTION
528058	07/11/25	1356712	NORTON , ELIZABETH ANGELA	9150129EJ_JOB_137	00100	12500	ELECTIONS AND REGISTRATION	447400	Election Judges/Referee Fees	780.00	2025 SPECIAL ELECTION
528059	07/11/25	1631241	NORTON , THOMAS P	9150130EJ_JOB_138	00100	12500	ELECTIONS AND REGISTRATION	447400	Election Judges/Referee Fees	816.96	2025 SPECIAL ELECTION
528060	07/11/25	1678610	O'CONNOR , KATE	9150131EJ_JOB_139	00100	12500	ELECTIONS AND REGISTRATION	447400	Election Judges/Referee Fees	49.92	2025 SPECIAL ELECTION
528061	07/11/25	1539174	O'LEARY , JANE	9150132EJ_JOB_140	00100	12500	ELECTIONS AND REGISTRATION	447400	Election Judges/Referee Fees	110.08	2025 SPECIAL ELECTION
528062	07/11/25	1164845	OBERLE , LINDA SUE	9150133EJ_JOB_141	00100	12500	ELECTIONS AND REGISTRATION	447400	Election Judges/Referee Fees	86.24	2025 SPECIAL ELECTION
528063	07/11/25	1529242	PARKER , BRIGITTE	9150134EJ_JOB_142	00100	12500	ELECTIONS AND REGISTRATION	447400	Election Judges/Referee Fees	279.18	2025 SPECIAL ELECTION

Payment Number	Payment Date	Vendor No.	Vendor Name	Invoice Number	Fund	Business Unit	Business Unit Description	Object Acct	Account Description	Amount	Remark
528064	07/11/25	1164841	PARKER , JERRY LEIGHTON	9150135EJ_JOB_143	00100	12500	ELECTIONS AND REGISTRATION	447400	Election Judges/Referee Fees	341.44	2025 SPECIAL ELECTION
528065	07/11/25	1653277	PATTERSON , JENNIFER ANN	9150136EJ_JOB_144	00100	12500	ELECTIONS AND REGISTRATION	447400	Election Judges/Referee Fees	119.84	2025 SPECIAL ELECTION
528066	07/11/25	1620099	PEARSON , MEREDITH	9150137EJ_JOB_145	00100	12500	ELECTIONS AND REGISTRATION	447400	Election Judges/Referee Fees	190.72	2025 SPECIAL ELECTION
528067	07/11/25	1620100	PEREZ , IVONNE	9150138EJ_JOB_146	00100	12500	ELECTIONS AND REGISTRATION	447400	Election Judges/Referee Fees	85.92	2025 SPECIAL ELECTION
528068	07/11/25	1448861	PETERS , JANELLE I	9150139EJ_JOB_147	00100	12500	ELECTIONS AND REGISTRATION	447400	Election Judges/Referee Fees	418.32	2025 SPECIAL ELECTION
528069	07/11/25	1539178	PIPAL , TOM	9150140EJ_JOB_148	00100	12500	ELECTIONS AND REGISTRATION	447400	Election Judges/Referee Fees	830.72	2025 SPECIAL ELECTION
528070	07/11/25	1592407	PULTORAK , SUSAN V	9150141EJ_JOB_149	00100	12500	ELECTIONS AND REGISTRATION	447400	Election Judges/Referee Fees	109.76	2025 SPECIAL ELECTION
528071	07/11/25	1470006	READ , EDWARD J	9150142EJ_JOB_150	00100	12500	ELECTIONS AND REGISTRATION	447400	Election Judges/Referee Fees	312.48	2025 SPECIAL ELECTION
528072	07/11/25	1641403	REED , HATTIE LOU	9150143EJ_JOB_151	00100	12500	ELECTIONS AND REGISTRATION	447400	Election Judges/Referee Fees	206.24	2025 SPECIAL ELECTION
528073	07/11/25	1539184	REED , RANDOLPH	9150144EJ_JOB_152	00100	12500	ELECTIONS AND REGISTRATION	447400	Election Judges/Referee Fees	192.64	2025 SPECIAL ELECTION

Payment Number	Payment Date	Vendor No.	Vendor Name	Invoice Number	Fund	Business Unit	Business Unit Description	Object Acct	Account Description	Amount	Remark
528074	07/11/25	1582113	RHODES , EDWARD	9150145EJ_JOB_153	00100	12500	ELECTIONS AND REGISTRATION	447400	Election Judges/Referee Fees	224.96	2025 SPECIAL ELECTION
528075	07/11/25	1653280	RITTER , KEVIN THOMAS	9150146EJ_JOB_154	00100	12500	ELECTIONS AND REGISTRATION	447400	Election Judges/Referee Fees	56.00	2025 SPECIAL ELECTION
528076	07/11/25	1537173	ROPER , MARLA GAYE	9150147EJ_JOB_155	00100	12500	ELECTIONS AND REGISTRATION	447400	Election Judges/Referee Fees	168.64	2025 SPECIAL ELECTION
528077	07/11/25	1171138	RUFENER , CARROL B	9150148EJ_JOB_156	00100	12500	ELECTIONS AND REGISTRATION	447400	Election Judges/Referee Fees	65.28	2025 SPECIAL ELECTION
528078	07/11/25	1409741	RYDER , LYNETTE J	9150149EJ_JOB_157	00100	12500	ELECTIONS AND REGISTRATION	447400	Election Judges/Referee Fees	422.46	2025 SPECIAL ELECTION
528079	07/11/25	1565573	SACCARDI-WILLIAMS , CHRISTINE	9150150EJ_JOB_158	00100	12500	ELECTIONS AND REGISTRATION	447400	Election Judges/Referee Fees	107.20	2025 SPECIAL ELECTION
528080	07/11/25	1678611	SARJEANT , JAMES	9150151EJ_JOB_159	00100	12500	ELECTIONS AND REGISTRATION	447400	Election Judges/Referee Fees	228.96	2025 SPECIAL ELECTION
528081	07/11/25	1539198	SATCHELL , JOYCE	9150152EJ_JOB_160	00100	12500	ELECTIONS AND REGISTRATION	447400	Election Judges/Referee Fees	40.48	2025 SPECIAL ELECTION
528082	07/11/25	1356734	SCHOEBERL , SHIRLEY M	9150153EJ_JOB_161	00100	12500	ELECTIONS AND REGISTRATION	447400	Election Judges/Referee Fees	114.08	2025 SPECIAL ELECTION
528083	07/11/25	1582114	SCRIVANICH , REBECCA	9150154EJ_JOB_162	00100	12500	ELECTIONS AND REGISTRATION	447400	Election Judges/Referee Fees	111.52	2025 SPECIAL ELECTION

Payment Number	Payment Date	Vendor No.	Vendor Name	Invoice Number	Fund	Business Unit	Business Unit Description	Object Acct	Account Description	Amount	Remark
528084	07/11/25	1582115	SIMMONS , SALLY	9150155EJ_JOB_163	00100	12500	ELECTIONS AND REGISTRATION	447400	Election Judges/Referee Fees	44.32	2025 SPECIAL ELECTION
528085	07/11/25	1620103	SINOPOLI , LISA	9150156EJ_JOB_164	00100	12500	ELECTIONS AND REGISTRATION	447400	Election Judges/Referee Fees	147.52	2025 SPECIAL ELECTION
528086	07/11/25	1653286	SMITH , SUSAN JANE	9150157EJ_JOB_165	00100	12500	ELECTIONS AND REGISTRATION	447400	Election Judges/Referee Fees	56.00	2025 SPECIAL ELECTION
528087	07/11/25	1641405	SPRIGG , NANCEE KATHLEEN	9150158EJ_JOB_166	00100	12500	ELECTIONS AND REGISTRATION	447400	Election Judges/Referee Fees	228.16	2025 SPECIAL ELECTION
528088	07/11/25	1513872	ST JOHN , HILARY	9150159EJ_JOB_167	00100	12500	ELECTIONS AND REGISTRATION	447400	Election Judges/Referee Fees	885.76	2025 SPECIAL ELECTION
528089	07/11/25	1513873	STABO , GAYLE RENEE	9150160EJ_JOB_168	00100	12500	ELECTIONS AND REGISTRATION	447400	Election Judges/Referee Fees	114.56	2025 SPECIAL ELECTION
528090	07/11/25	1592421	STARR , BRIAN D	9150161EJ_JOB_169	00100	12500	ELECTIONS AND REGISTRATION	447400	Election Judges/Referee Fees	32.48	2025 SPECIAL ELECTION
528091	07/11/25	1356738	STARR , DEBRA JEAN	9150162EJ_JOB_170	00100	12500	ELECTIONS AND REGISTRATION	447400	Election Judges/Referee Fees	32.48	2025 SPECIAL ELECTION
528092	07/11/25	1539209	STOCKMYER , MILTON	9150163EJ_JOB_171	00100	12500	ELECTIONS AND REGISTRATION	447400	Election Judges/Referee Fees	33.44	2025 SPECIAL ELECTION
528093	07/11/25	1252760	STOLAR , SANDRA MARLENE	9150164EJ_JOB_172	00100	12500	ELECTIONS AND REGISTRATION	447400	Election Judges/Referee Fees	89.44	2025 SPECIAL ELECTION

Payment Number	Payment Date	Vendor No.	Vendor Name	Invoice Number	Fund	Business Unit	Business Unit Description	Object Acct	Account Description	Amount	Remark
528094	07/11/25	1356740	STOMMEL , KATHY IRENE	9150165EJ_JOB_173	00100	12500	ELECTIONS AND REGISTRATION	447400	Election Judges/Referee Fees	86.56	2025 SPECIAL ELECTION
528095	07/11/25	1539211	STRAHL , BERNICE	9150166EJ_JOB_174	00100	12500	ELECTIONS AND REGISTRATION	447400	Election Judges/Referee Fees	139.52	2025 SPECIAL ELECTION
528096	07/11/25	1582118	STUDDARD , LAUREN	9150167EJ_JOB_175	00100	12500	ELECTIONS AND REGISTRATION	447400	Election Judges/Referee Fees	82.40	2025 SPECIAL ELECTION
528097	07/11/25	1592423	TABOR , KATHLEEN B	9150168EJ_JOB_176	00100	12500	ELECTIONS AND REGISTRATION	447400	Election Judges/Referee Fees	132.00	2025 SPECIAL ELECTION
528098	07/11/25	1622578	TANAKA , STEVEN	9150169EJ_JOB_177	00100	12500	ELECTIONS AND REGISTRATION	447400	Election Judges/Referee Fees	36.48	2025 SPECIAL ELECTION
528099	07/11/25	1125741	TAYLOR , DAVID	9150170EJ_JOB_178	00100	12500	ELECTIONS AND REGISTRATION	447400	Election Judges/Referee Fees	116.96	2025 SPECIAL ELECTION
528100	07/11/25	1620108	THRONE , VICKI	9150171EJ_JOB_179	00100	12500	ELECTIONS AND REGISTRATION	447400	Election Judges/Referee Fees	205.60	2025 SPECIAL ELECTION
528101	07/11/25	1592426	TRIPP , KIMBERLY D	9150172EJ_JOB_180	00100	12500	ELECTIONS AND REGISTRATION	447400	Election Judges/Referee Fees	82.08	2025 SPECIAL ELECTION
528102	07/11/25	1582119	TROUTMAN , EUGENE	9150173EJ_JOB_181	00100	12500	ELECTIONS AND REGISTRATION	447400	Election Judges/Referee Fees	144.64	2025 SPECIAL ELECTION
528103	07/11/25	1356744	TRUJILLO , DEBORAH L	9150174EJ_JOB_182	00100	12500	ELECTIONS AND REGISTRATION	447400	Election Judges/Referee Fees	211.52	2025 SPECIAL ELECTION

Payment Number	Payment Date	Vendor No.	Vendor Name	Invoice Number	Fund	Business Unit	Business Unit Description	Object Acct	Account Description	Amount	Remark
528104	07/11/25	1171192	TUMEY , PHYLLIS A	9150175EJ_JOB_183	00100	12500	ELECTIONS AND REGISTRATION	447400	Election Judges/Referee Fees	347.22	2025 SPECIAL ELECTION
528105	07/11/25	1656608	TURNQUIST , SUSAN MARIA	9150176EJ_JOB_184	00100	12500	ELECTIONS AND REGISTRATION	447400	Election Judges/Referee Fees	209.12	2025 SPECIAL ELECTION
528106	07/11/25	1656609	ULLMANN , REBECCA ELAINE	9150177EJ_JOB_185	00100	12500	ELECTIONS AND REGISTRATION	447400	Election Judges/Referee Fees	50.56	2025 SPECIAL ELECTION
528107	07/11/25	1539216	USECHEK , DAVID	9150178EJ_JOB_186	00100	12500	ELECTIONS AND REGISTRATION	447400	Election Judges/Referee Fees	148.16	2025 SPECIAL ELECTION
528108	07/11/25	1631243	VARNELL-SARJEANT , JULIA	9150179EJ_JOB_187	00100	12500	ELECTIONS AND REGISTRATION	447400	Election Judges/Referee Fees	243.68	2025 SPECIAL ELECTION
528109	07/11/25	1338679	VIGIL , EUGENIA LOU	9150180EJ_JOB_188	00100	12500	ELECTIONS AND REGISTRATION	447400	Election Judges/Referee Fees	143.52	2025 SPECIAL ELECTION
				9150180EJ_JOB_189	00100	12500	ELECTIONS AND REGISTRATION	447400	Election Judges/Referee Fees	13.60	2025 SPECIAL ELECTION
									Total Payment	**157.12**	
528110	07/11/25	1409743	VITEK , MICHAEL R	9150181EJ_JOB_190	00100	12500	ELECTIONS AND REGISTRATION	447400	Election Judges/Referee Fees	200.64	2025 SPECIAL ELECTION
528111	07/11/25	1537182	VOGEL , RICHARD	9150182EJ_JOB_191	00100	12500	ELECTIONS AND REGISTRATION	447400	Election Judges/Referee Fees	279.36	2025 SPECIAL ELECTION
528112	07/11/25	1470018	WADE , MICHAEL	9150183EJ_JOB_192	00100	12500	ELECTIONS AND REGISTRATION	447400	Election Judges/Referee Fees	138.72	2025 SPECIAL ELECTION
				9150183EJ_JOB_193	00100	12500	ELECTIONS AND REGISTRATION	447400	Election Judges/Referee Fees	225.28	2025 SPECIAL ELECTION
				9150183EJ_JOB_194	00100	12500	ELECTIONS AND	447400	Election Judges/Referee	56.00	2025 SPECIAL

Payment Number	Payment Date	Vendor No.	Vendor Name	Invoice Number	Fund	Business Unit	Business Unit Description	Object Acct	Account Description	Amount	Remark
							REGISTRATION		Fees		ELECTION
									Total Payment	**420.00**	
528113	07/11/25	1529248	WARREN , DIANA	9150184EJ_JOB_195	00100	12500	ELECTIONS AND REGISTRATION	447400	Election Judges/Referee Fees	65.28	2025 SPECIAL ELECTION
				9150184EJ_JOB_196	00100	12500	ELECTIONS AND REGISTRATION	447400	Election Judges/Referee Fees	76.80	2025 SPECIAL ELECTION
				9150184EJ_JOB_197	00100	12500	ELECTIONS AND REGISTRATION	447400	Election Judges/Referee Fees	9.44	2025 SPECIAL ELECTION
									Total Payment	**151.52**	
528114	07/11/25	1529249	WENGER , COLLEEN	9150185EJ_JOB_198	00100	12500	ELECTIONS AND REGISTRATION	447400	Election Judges/Referee Fees	224.00	2025 SPECIAL ELECTION
				9150185EJ_JOB_199	00100	12500	ELECTIONS AND REGISTRATION	447400	Election Judges/Referee Fees	9.28	2025 SPECIAL ELECTION
									Total Payment	**233.28**	
528115	07/11/25	1002459	WESIERSKI , BRIDGET E	9150186EJ_JOB_200	00100	12500	ELECTIONS AND REGISTRATION	447400	Election Judges/Referee Fees	238.14	2025 SPECIAL ELECTION
528116	07/11/25	1529250	WHEELER-CLOUSE , SAMMYE	9150187EJ_JOB_201	00100	12500	ELECTIONS AND REGISTRATION	447400	Election Judges/Referee Fees	108.32	2025 SPECIAL ELECTION
528117	07/11/25	1338680	WHITE , DONNA KATHLEEN	9150188EJ_JOB_202	00100	12500	ELECTIONS AND REGISTRATION	447400	Election Judges/Referee Fees	127.52	2025 SPECIAL ELECTION
528118	07/11/25	1539219	WICK , DONALD	9150189EJ_JOB_203	00100	12500	ELECTIONS AND REGISTRATION	447400	Election Judges/Referee Fees	82.40	2025 SPECIAL ELECTION
528119	07/11/25	1356750	WICK , SHIRLEY A	9150190EJ_JOB_204	00100	12500	ELECTIONS AND REGISTRATION	447400	Election Judges/Referee Fees	82.72	2025 SPECIAL ELECTION
528120	07/11/25	1356756	WILSON , LINDA LENORE	9150191EJ_JOB_205	00100	12500	ELECTIONS AND REGISTRATION	447400	Election Judges/Referee Fees	8.80	2025 SPECIAL ELECTION

Payment Number	Payment Date	Vendor No.	Vendor Name	Invoice Number	Fund	Business Unit	Business Unit Description	Object Acct	Account Description	Amount	Remark
									Grand Total:	**42,694.16**	

MEETING DATE: July 22, 2025

STAFF PERSON RESPONSIBLE: Steve Shoultz, CPRE, Assistant Director of Parks, Trails & Building Grounds

DESCRIPTION: Fee Waiver Request in the Amount of $75.00 for the Highlands Ranch High School Falcon Family Committee Picnic at Highland Heritage Regional Park.

SUMMARY: The request is for a fee waiver in the amount of $75 from the Falcon Family Committee at Highlands Ranch High School for the use of Highland Heritage Regional Park shelter C for the beginning of the school year picnic on August 8, 2025.

STAFF ASSESSMENT: The Board of County Commissioners has the sole authority to waive or reduce all park use fees and may choose to waive the event fee of $75.

REVIEW:

Terence T Quinn - FYI	Notified - FYI	7/8/2025
Steve Shoultz	Approve	7/8/2025
Jeff Garcia	Approve	7/11/2025
Andrew Copland	Approve	7/15/2025
Doug DeBord	Approve	7/15/2025
Samantha Hutchison - FYI	Notified - FYI	7/15/2025

ATTACHMENTS:

HRHS Picnic_Fee Waiver 1 (1)

DOUGLAS COUNTY
COLORADO

Fee Waiver Staff Report

Date: July 1, 2025

To: Douglas County Board of County Commissioners

Through: Douglas J. DeBord, County Manager

From: Terence T. Quinn, AICP, Director of Community Development TQ

CC: Steven Shoultz, CPRP, Assistant Director of Parks, Trails and Building Grounds

Subject: **Fee Waiver Request in the amount of $75 from Highlands Ranch High School Falcon Family Committee Picnic at the Highland Heritage Regional Park**

OWNER:
DOUGLAS COUNTY
100 THIRD STREET
CASTLE ROCK, CO 80104

REPRESENTATIVE:
JESSE POLEWCHAK
FALCON FAMILY COMMITTEE
HIGHLANDS RANCH HIGH SCHOOL
9375 S. CRESTHILL LANE
HIGHLANDS RANCH, CO 80130

Board of County Commissioners Meeting: **JULY 22, 2025 @ 1:30 p.m.**

I. EXECUTIVE SUMMARY

The Falcon Family Committee at the Highlands Ranch High School requests a fee waiver in the amount of $75 for the use of the Highlands Heritage Regional Park (HHRP) Shelter C for their beginning of the school year picnic on August 8, 2025.

II. BACKGROUND

The Falcon Family Committee is a team tasked with spreading sunshine and love to the staff at the Highlands Ranch High School building. One of their annual events is a beginning of the school year picnic at a park. The school is student-focused and waiving the fee would allow the Falcon Family Committee to celebrate their staff without using the school's budget.

III. REQUEST

The Falcon Family Committee at the Highlands Ranch High School is requesting a fee waiver in the amount of $75 for the use of the HHRP shelter C for their beginning of the school year picnic on August 8, 2025.

IV. STAFF ASSESSMENT

The Board of County Commissioners has the sole authority to waive or reduce all park use fees and may choose to waive the event fee of $75.

ATTACHMENTS **PAGE**

Fee Waiver Request ..... Page 3

Highlands Ranch High School
Douglas County School District

To Whom It May Concern:

Hi again! My name is Jesse Polewchak, I am a speech-language pathologist and part of the Falcon Family Committee at THE Highlands Ranch High School. The Falcon Family Committee is a team tasked with spreading sunshine and love to the staff in our building. One of our favorite annual events is a beginning of the school year picnic at a park.

I am writing to request that you waive the $75 fee again this year for us to use the Highlands Heritage Regional Park Shelter C on Friday, August 8th, 2025. Our school is student focused, you waiving our fee would allow us to celebrate our staff without using the school's budget.

Thank you for your consideration.

Sincerely,

Jesse C. Polewchak

Jesse Polewchak

HRHS Speech-Language Pathologist

Falcon Family Committee Member

JCPolewchak1@dcsdk12.org

(970) 390-0860

MEETING DATE: July 22, 2025

STAFF PERSON RESPONSIBLE: Chris Maes, Supervisor Veterans Services Office

DESCRIPTION: Grant Award from the Colorado Department of Military and Veterans Affairs to the Douglas County Veterans Service in the Amount of $10,000.00 for the State Fiscal Year beginning July 1, 2025, through June 30, 2026.

SUMMARY: The Douglas County Veterans Service Office applied for and has been notified of the award in the amount of $10,000 for the State Fiscal Year beginning July 1, 2025, through June 30, 2026. The grant can be used for assistance with housing, food, transportation, education and employment, and other emergent needs of Douglas County veterans.

RECOMMENDED ACTION: The Douglas County Veterans Services Office is asking that the Board accept this grant award.

REVIEW:

Doug DeBord	Approve	7/9/2025
Jeff Garcia	Approve	7/14/2025
Andrew Copland	Approve	7/15/2025

ATTACHMENTS:

VAG26-19 Douglas County Award Letter (1)
SmallDollarGrantAwardTermsConditions (1)

STATE OF COLORADO

DEPARTMENT OF MILITARY AND VETERANS' AFFAIRS
6848 South Revere Parkway
Centennial, Colorado 80112
Phone (720) 628-1480

June 10, 2025

Douglas County
PO BOX 1390

CASTLE ROCK, CO 80109

Subject: Grant Award and Letter of Instruction

Dear Grantee:

The Colorado Department of Military of Military and Veterans Affairs has reviewed your grant request for funds in support of your veteran program. I am pleased to inform you that the Colorado Board of Veterans Affairs and the Department approved your grant in the amount of $10,000.00 for the services defined in the grant application including Emergency Financial Assistance, Housing, Transportation (incl. vehicle repairs), Food/Gas Cards, Mental Health, Health & Wellness, Employment Assistance. Please carefully read the information below:

REQUIREMENTS

In accordance with the Department's policy, monies can only be used for Colorado Veterans with another than dishonorable discharge and are accounted for upon receipt of acceptable proof of expenditure. All expenditures must have documentation supporting the expenditure and in accordance with the scope of work. No additional requirements such as organization membership may be imposed upon a veteran to receive assistance. Veteran surveys are required to comply with grant requirements. You will receive a Grantee Handbook with additional details of grant requirements. It is mandatory that everyone working with the grant read the handbook in its entirety. There will also be the required webinar training provided to all grantees; please refer to the dates below.

Services provided may not duplicate services obtained through the VA, insurance or other funding source. Veteran related expenses cannot be reimbursed by VAG or VTF funds if receiving reimbursement through the VA. Grant funds cannot be used for capital improvements or rental deposits. Any request over $5,000 must be pre-approved by the Grant Manager.

REIMBURSEMENTS

Reimbursement of funds must be completed by June 30, 2026. A full and final accounting for all funds must be provided to the Department of Military and Veterans Affairs not later than **June 30, 2026**. All requests for reimbursement or advances must be submitted via the email address: Grant.reimbursement@dmva.state.co.us

The grant agreement is unilateral, meaning that the full terms of the agreement are automatic upon receipt. You do not need to sign or return any copies of the agreement. No funds may be expended or disbursed until the start date of the agreement, which is **July 1, 2025**. Expenditures or expenses incurred prior to the agreement start date cannot be reimbursed. All requests for reimbursement should be submitted within 90 days of the expenditure. The Colorado Department of Military and Veterans Affairs will disburse the money through the State Controller's Office.

UNDERSERVED VETERAN REQUIREMENTS

VAG grantees will be required to prioritize underserved veterans with VAG funding. In addition, you will be required to conduct outreach and track underserved veterans on your intake and or application form. More information and reporting requirements will be discussed at the mandatory kick-off training in July.

REPORTING

Quarterly reports are due in accordance with the agreement, 15 days after the completion of the quarter with the first report due October 15, 2025, and a final report due July 15, 2026, at the end of the fiscal year. The final report must include a compilation of the information for the entire grant period. Reports are to be sent to the Grant Administrator. Survey results must be included in your reports. **Please note: grantees will be required to track additional demographics in relation to underserved veterans.**

Please include your GRANT NUMBER on all correspondence, including reimbursement requests. Your GRANT NUMBER IS: VAG26-**19**

MANDATORY GRANTEE TRAINING

You must attend one of the following trainings:

- July 17, 2025 1:00 PM VIRTUAL
- July 24, 2025 11:00 AM VIRTUAL

You will receive an email from Christina Tozzie with further instructions on how to register for the mandatory training.

Please note grantees will be required to attend additional trainings throughout the year, including office hours and training in relation to underserved veterans.

If you have any questions on the information provided in this letter, please contact Lisa.Stamm@dmva.state.co.us.

Sincerely,

Dana Stansbury

Dana Stansbury
Contract Manager
Dana.Stansbury@dmva.state.co.us

State of Colorado Small Dollar Grant Award Terms and Conditions

1. Offer/Acceptance. This Small Dollar Grant Award, together with these terms and conditions (including, if applicable, Addendum 1: Additional Terms and Conditions for Information Technology below), and any other attachments, exhibits, specifications, or appendices, whether attached or incorporated by reference (collectively the "Agreement") shall represent the entire and exclusive agreement between the State of Colorado, by and through the agency identified on the face of the Small Dollar Grant Award ("State") and the Subrecipient identified on the face of the Small Dollar Grant Award ("Grantee"). If this Agreement refers to Grantee's bid or proposal, this Agreement is an ACCEPTANCE of Grantee's OFFER TO PERFORM in accordance with the terms and conditions of this Agreement. If a bid or proposal is not referenced, this Agreement is an OFFER TO ENTER INTO AGREEMENT, subject to Grantee's acceptance, demonstrated by Grantee's beginning performance or written acceptance of this Agreement. Any COUNTER-OFFER automatically CANCELS this Agreement, unless a change order is issued by the State accepting a counter-offer. Except as provided herein, the State shall not be responsible or liable for any Work performed prior to issuance of this Agreement. The State's financial obligations to the Grantee are limited by the amount of Grant Funds awarded as reflected on the face of the Small Dollar Grant Award.

2. Order of Precedence. In the event of a conflict or inconsistency within this Agreement, such conflict or inconsistency shall be resolved by giving preference to the documents in the following order of priority: **(1)** the Small dollar Grant Award document; **(2)** these terms and conditions (including, if applicable, Addendum 1 below); and **(3)** any attachments, exhibits, specifications, or appendices, whether attached or incorporated by reference. Notwithstanding the above, if this Agreement has been funded, in whole or in part, with a Federal Award, in the event of a conflict between the Federal Grant and this Agreement, the provisions of the Federal Grant shall control. Grantee shall comply with all applicable Federal provisions at all times during the term of this Agreement. Any terms and conditions included on Grantee's forms or invoices not included in this Agreement are void.

3. Changes. Once accepted in accordance with **§1**, this Agreement shall not be modified, superseded or otherwise altered, except in writing by the State and accepted by Grantee.

4. Definitions. The following terms shall be construed and interpreted as follows: **(a) "Award"** means an award by a Recipient to a Subrecipient; **(b) "Budget"** means the budget for the Work described in this Agreement; **(c) "Business Day"** means any day in which the State is open and conducting business, but shall not include Saturday, Sunday or any day on which the State observes one of the holidays listed in CRS §24-11-101(1); **(d) "UCC"** means the Uniform Commercial Code in CRS Title 4; **(e) "Effective Date"** means the date on which this Agreement is issued as shown on the face of the Small Dollar Grant Award; **(f) "Federal Award"** means an award of federal financial assistance or a cost-reimbursement contract, , by a Federal Awarding Agency to the Recipient. "Federal Award" also means an agreement setting forth the terms and conditions of the Federal Award, which terms and conditions shall flow down to the Award unless such terms and conditions specifically indicate otherwise. The term does not include payments to a contractor or payments to an individual that is a beneficiary of a Federal program; **(g) "Federal Awarding Agency"** means a Federal agency providing a Federal Award to a Recipient; **(h) "Grant Funds"** means the funds that have been appropriated, designated, encumbered, or otherwise made available for payment by the State under this Agreement; **(i) "Matching Funds"** mean the funds provided by the Grantee to meet cost sharing requirements described in this Agreement; **(j) "Recipient"** means the State agency identified on the face of the Small Dollar Grant Award; **(k) "Subcontractor"** means third parties, if any, engaged by Grantee to aid in performance of the Work; **(l) "Subrecipient"** means a non-Federal entity that receives a sub-award from a Recipient to carry out part of a program, but does not include an individual that is a beneficiary of such program; **(m) "Uniform Guidance"** means the Office of Management and Budget Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards, identified as the 2 C.F.R. (Code of Federal Regulations) Part 200, commonly known as the "Super Circular," which supersedes requirements from OMB Circulars A-21, A-87, A-110, A-122, A-89, A-102, and A-133, and the guidance in Circular a-50 on Single Audit Act follow-up; and **(n) "Work"** means the goods delivered or services, or both, performed pursuant to this Agreement and identified as Line Items on the face of the Small Dollar Grant Award.

5. Delivery. Grantee shall furnish the Work in strict accordance with the specifications and price set forth in this Agreement. The State shall have no liability to compensate Grantee for the performance of any Work not specifically set forth in the Agreement.

6. Rights to Materials. [*Not Applicable to Agreements issued either in whole in part for Information Technology, as defined in CRS § 24-37.5-102(2); in which case Addendum 1 §2 applies in lieu of this section.*] Unless specifically stated otherwise in this Agreement, all materials, including without limitation supplies, equipment, documents, content, information, or other material of any type, whether tangible or intangible (collectively "Materials"), furnished by the State to Grantee or delivered by Grantee to the State in performance of its obligations under this Agreement shall be the exclusive property the State. Grantee shall return or deliver all Materials to the State upon completion or termination of this Agreement.

7. Grantee Records. Grantee shall make, keep, maintain, and allow inspection and monitoring by the State of a complete file of all records, documents, communications, notes and other written materials, electronic media files, and communications, pertaining in any manner to the Work (including, but not limited to the operation of programs) performed under this Agreement (collectively "Grantee Records"). Unless otherwise specified by the State, the Grantee shall retain Grantee Records for a period (the "Record Retention Period") of three years following the date of submission to the State of the final expenditure report, or if this Award is renewed quarterly or annually, from the date of the submission of each quarterly or annual report, respectively. If any litigation, claim, or audit related to this Award starts before expiration of the Record Retention Period, the Record Retention Period shall extend until all litigation, claims or audit finding have been resolved and final action taken by the State or Federal Awarding Agency. The Federal Awarding Agency, a cognizant agency for audit, oversight, or indirect costs, and the State, may notify Grantee in writing that the Record Retention Period shall be extended. For records for real property and equipment, the Record Retention Period shall extend three years following final disposition of such property. Grantee shall permit the State, the federal government, and any other duly authorized agent of a governmental agency to audit, inspect, examine, excerpt, copy and transcribe Grantee Records during the Record Retention Period. Grantee shall make Grantee Records available during normal business hours at Grantee's office or place of business, or at other mutually agreed upon times or locations, upon no fewer than two Business Days' notice from the State, unless the State determines that a shorter period of notice, or no notice, is necessary to protect the interests of the State. The State, in its discretion, may monitor Grantee's performance of its obligations under this Agreement using procedures as determined by the State. The federal government and any other duly authorized agent of a governmental agency, in its discretion, Grantee shall allow the State to perform all monitoring required by the Uniform Guidance, based on the State's risk analysis of Grantee and this Agreement, and the State shall have the right, in its discretion, to change its monitoring procedures and requirements at any time during the term of this Agreement. The State will monitor Grantee's performance in a manner that does not unduly interfere with Grantee's performance of the Work. Grantee shall promptly submit to the State a copy of any final audit report of an audit performed on Grantee Records that relates to or affects this Agreement or the Work, whether the audit is conducted by Grantee, a State agency or the State's authorized representative, or a third party. If applicable, the Grantee may be required to perform a single audit under 2 CFR 200.501, et seq. Grantee shall submit a copy of the results of that audit to the State within the same timelines as the submission to the federal government.

8. Reporting. If Grantee is served with a pleading or other document in connection with an action before a court or other administrative decision making body, and such pleading or document relates to this Agreement or may affect Grantee's ability to perform its obligations under this Agreement, Grantee

shall, within 10 days after being served, notify the State of such action and deliver copies of such pleading or document to the State. Grantee shall disclose, in a timely manner, in writing to the State and the Federal Awarding Agency, all violations of federal or State criminal law involving fraud, bribery, or gratuity violations potentially affecting the Award. The State or the Federal Awarding Agency may impose any penalties for noncompliance allowed under 2 CFR Part 180 and 31 U.S.C. 3321, which may include, without limitation, suspension or debarment.

9. Conflicts of Interest. Grantee acknowledges that with respect to this Agreement, even the appearance of a conflict of interest is harmful to the State's interests. Absent the State's prior written approval, Grantee shall refrain from any practices, activities, or relationships that reasonably may appear to be in conflict with the full performance of Grantee's obligations to the State under this Agreement. If a conflict or appearance of a conflict of interest exists, or if Grantee is uncertain as to such, Grantee shall submit to the State a disclosure statement setting forth the relevant details for the State's consideration. Failure to promptly submit a disclosure statement or to follow the State's direction in regard to the actual or apparent conflict constitutes a breach of this Agreement. Grantee certifies that to their knowledge, no employee of the State has any personal or beneficial interest whatsoever in the service or property described in this Agreement. Grantee has no interest and shall not acquire any interest, direct or indirect, that would conflict in any manner or degree with the performance of Grantee's Services and Grantee shall not employ any person having such known interests.

10. Taxes. The State is exempt from federal excise taxes and from State and local sales and use taxes. The State shall not be liable for the payment of any excise, sales, of use taxes imposed on Grantee. A tax exemption certificate will be made available upon Grantee's request. Grantee shall be solely responsible for any exemptions from the collection of excise, sales or use taxes that Grantee may wish to have in place in connection with this Agreement.

11. Payment. Payments to Grantee are limited to the unpaid, obligated balance of the Grant Funds. The State shall not pay Grantee any amount under this Agreement that exceeds the Document Total shown on the face of the Small Dollar Grant Award. The State shall pay Grantee in the amounts and in accordance with the schedule and other conditions set forth in this Agreement. Grantee shall initiate payment requests by invoice to the State, in a form and manner approved by the State. The State shall pay Grantee for all amounts due within 45 days after receipt of an Awarding Agency's approved invoicing request, or in instances of reimbursement grant programs a request for reimbursement, compliant with Generally Accepted Accounting Principles (GAAP) and, if applicable Government Accounting Standards Board (GASB) of amount requested. Amounts not paid by the State within 45 days of the State's acceptance of the invoice shall bear interest on the unpaid balance beginning on the 45th day at the rate set forth in CRS §24-30-202(24) until paid in full. Interest shall not accrue if a good faith dispute exists as to the State's obligation to pay all or a portion of the amount due. Grantee shall invoice the State separately for interest on delinquent amounts due, referencing the delinquent payment, number of day's interest to be paid, and applicable interest rate. The acceptance of an invoice shall not constitute acceptance of any Work performed under this Agreement. Except as specifically agreed in this Agreement, Grantee shall be solely responsible for all costs, expenses, and other charges it incurs in connection with its performance under this Grantee.

12. Term. The parties' respective performances under this Agreement shall commence on the "Service From" date identified on the face of the Small Dollar Grant Award, unless otherwise specified, and shall terminate on the "Service To" date identified on the face of the Small Dollar Grant Award unless sooner terminated in accordance with the terms of this Agreement.

13. Payment Disputes. If Grantee disputes any calculation, determination or amount of any payment, Grantee shall notify the State in writing of its dispute within 30 days following the earlier to occur of Grantee's receipt of the payment or notification of the determination or calculation of the payment by the State. The State will review the information presented by Grantee and may make changes to its determination based on this review. The calculation, determination or payment amount that results from the State's review shall not be subject to additional dispute under this subsection. No payment subject to a dispute under this subsection shall be due until after the State has concluded its review, and the State shall not pay any interest on any amount during the period it is subject to dispute under this subsection.

14. Matching Funds. Grantee shall provide Matching Funds, if required by this Agreement. If permitted under the terms of the grant and per this Agreement, Grantee may be permitted to provide Matching Funds prior to or during the course of the project or the match will be an in-kind match. Grantee shall report to the State regarding the status of such funds upon request. Grantee's obligation to pay all or any part of any Matching Funds, whether direct or contingent, only extend to funds duly and lawfully appropriated for the purposes of this Agreement by the authorized representatives of Grantee and paid into Grantee's treasury or bank account. Grantee represents to the State that the amount designated "Grantee's Matching Funds" pursuant to this Agreement, has been legally appropriated for the purposes of this Agreement by its authorized representatives and paid into its treasury or bank account. Grantee does not by this Agreement irrevocably pledge present cash reserves for payments in future fiscal years, and this Agreement is not intended to create a multiple-fiscal year debt of Grantee. Grantee shall not pay or be liable for any claimed interest, late charges, fees, taxes or penalties of any nature, except as required by Grantee's laws or policies.

15. Reimbursement of Grantee Costs. If applicable, the State shall reimburse Grantee's allowable costs, not exceeding the maximum total amount described in this Agreement for all allowable costs described in the grant except that Grantee may adjust the amounts between each line item of the Budget without formal modification to this Agreement as long as the Grantee provides notice to, and received approval from the State of the change, the change does not modify the total maximum amount of this Agreement, and the change does not modify any requirements of the Work. If applicable, the State shall reimburse Grantee for the properly documented allowable costs related to the Work after review and approval thereof, subject to the provisions of this Agreement. However, any costs incurred by Grantee prior to the Effective Date shall not be reimbursed absent specific allowance of pre-award costs. Grantee's costs for Work performed after the "Service To" date identified on the face of the Small Dollar Grant Award, or after any phase performance period end date for a respective phase of the Work, shall not be reimbursable. The State shall only reimburse allowable costs described in this Agreement and shown in the Budget if those costs are **(a)** reasonable and necessary to accomplish the Work, and **(b)** equal to the actual net cost to Grantee (i.e. the price paid minus any items of value received by Grantee that reduce the costs actually incurred).

16. Close-Out. Grantee shall close out this Award within 45 days after the "Service To" date identified on the face of the Small Dollar Grant Award, including any modifications. To complete close-out, Grantee shall submit to the State all deliverables (including documentation) as defined in this Agreement and Grantee's final reimbursement request or invoice. In accordance with the Agreement, the State may withhold a percentage of allowable costs until all final documentation has been submitted and accepted by the State as substantially complete.

17. Assignment. Grantee's rights and obligations under this Agreement may not be transferred or assigned without the prior, written consent of the State and execution of a new agreement. Any attempt at assignment or transfer without such consent and new agreement shall be void. Any assignment or transfer of Grantee's rights and obligations approved by the State shall be subject to the provisions of this Agreement.

18. Subcontracts. Grantee shall not enter into any subcontract in connection with its obligations under this Agreement without the prior, written approval of the State. Grantee shall submit to the State a copy of each subcontract upon request by the State. All subcontracts entered into by Grantee in connection with this Agreement shall comply with all applicable federal and state laws and regulations, shall provide that they are governed by the laws of the State of Colorado, and shall be subject to all provisions of this Agreement.

19. Severability. The invalidity or unenforceability of any provision of this Agreement shall not affect the validity or enforceability of any other provision of this Agreement, which shall remain in full force and effect, provided that the Parties can continue to perform their obligations in accordance with the intent of the Agreement.

20. Survival of Certain Agreement Terms. Any provision of this Agreement that imposes an obligation on a party after termination or expiration of the Agreement shall survive the termination or expiration of the Agreement and shall be enforceable by the other party.

21. Third Party Beneficiaries. Except for the parties' respective successors and assigns, this Agreement does not and is not intended to confer any rights or remedies upon any person or entity other than the Parties. Enforcement of this Agreement and all rights and obligations hereunder are reserved solely to the parties. Any services or benefits which third parties receive as a result of this Agreement are incidental to the Agreement, and do not create any rights for such third parties.

22. Waiver. A party's failure or delay in exercising any right, power, or privilege under this Agreement, whether explicit or by lack of enforcement, shall not operate as a waiver, nor shall any single or partial exercise of any right, power, or privilege preclude any other or further exercise of such right, power, or privilege.

23. Indemnification. [*Not Applicable to Inter-governmental agreements*] Grantee shall indemnify, save, and hold harmless the State, its employees, agents and assignees (the "Indemnified Parties"), against any and all costs, expenses, claims, damages, liabilities, court awards and other amounts (including attorneys' fees and related costs) incurred by any of the Indemnified Parties in relation to any act or omission by Grantee, or its employees, agents, Subcontractors, or assignees in connection with this Agreement. This shall include, without limitation, any and all costs, expenses, claims, damages, liabilities, court awards and other amounts incurred by the Indemnified Parties in relation to any claim that any work infringes a patent, copyright, trademark, trade secret, or any other intellectual property right or any claim for loss or improper disclosure of any confidential information or personally identifiable information. If Grantee is a public agency prohibited by applicable law from indemnifying any party, then this section shall not apply.

24. Notice. All notices given under this Agreement shall be in writing, and shall be delivered to the contacts for each party listed on the face of the Small Dollar Grant Award. Either party may change its contact or contact information by notice submitted in accordance with this section without a formal modification to this Agreement.

25. Insurance. Except as otherwise specifically stated in this Agreement or any attachment or exhibit to this Agreement, Grantee shall obtain and maintain insurance as specified in this section at all times during the term of the Agreement: **(a)** workers' compensation insurance as required by state statute, and employers' liability insurance covering all Grantee employees acting within the course and scope of their employment, **(b)** Commercial general liability insurance written on an Insurance Services Office occurrence form, covering premises operations, fire damage, independent contractors, products and completed operations, blanket contractual liability, personal injury, and advertising liability with minimum limits as follows: $1,000,000 each occurrence; $1,000,000 general aggregate; $1,000,000 products and completed operations aggregate; and $50,000 any one fire, and **(c)** Automobile liability insurance covering any auto (including owned, hired and non-owned autos) with a minimum limit of $1,000,000 each accident combined single limit. If Grantee will or may have access to any protected information, then Grantee shall also obtain and maintain insurance covering loss and disclosure of protected information and claims based on alleged violations of privacy right through improper use and disclosure of protected information with limits of $1,000,000 each occurrence and $1,000,000 general aggregate at all times during the term of the Small Dollar Grant Award. Additional insurance may be required as provided elsewhere in this Agreement or any attachment or exhibit to this Agreement. All insurance policies required by this Agreement shall be issued by insurance companies with an AM Best rating of A-VIII or better. If Grantee is a public agency within the meaning of the Colorado Governmental Immunity Act, then this section shall not apply and Grantee shall instead comply with the Colorado Governmental Immunity Act.

26. Termination Prior to Grantee Acceptance. If Grantee has not begun performance under this Agreement, the State may cancel this Agreement by providing written notice to the Grantee.

27. Termination for Cause. If Grantee refuses or fails to timely and properly perform any of its obligations under this Agreement with such diligence as will ensure its completion within the time specified in this Agreement, the State may notify Grantee in writing of non-performance and, if not corrected by Grantee within the time specified in the notice, terminate Grantee's right to proceed with the Agreement or such part thereof as to which there has been delay or a failure. Grantee shall continue performance of this Agreement to the extent not terminated. Grantee shall be liable for excess costs incurred by the State in procuring similar Work and the State may withhold such amounts, as the State deems necessary. If after rejection, revocation, or other termination of Grantee's right to proceed under the Colorado Uniform Commercial Code (CUCC) or this clause, the State determines for any reason that Grantee was not in default or the delay was excusable, the rights and obligations of the State and Grantee shall be the same as if the notice of termination had been issued pursuant to termination under **§28**.

28. Termination in Public Interest. The State is entering into this Agreement for the purpose of carrying out the public interest of the State, as determined by its Governor, General Assembly, Courts, or Federal Awarding Agency. If this Agreement ceases to further the public interest of the State as determined by its Governor, General Assembly, Courts, or Federal Awarding Agency, the State, in its sole discretion, may terminate this Agreement in whole or in part and such termination shall not be deemed to be a breach of the State's obligations hereunder. This section shall not apply to a termination for cause, which shall be governed by **§27**. A determination that this Small Dollar Grant Award should be terminated in the public interest shall not be equivalent to a State right to terminate for convenience. The State shall give written notice of termination to Grantee specifying the part of the Agreement terminated and when termination becomes effective. Upon receipt of notice of termination, Grantee shall not incur further obligations except as necessary to mitigate costs of performance. The State shall pay the Agreement price or rate for Work performed and accepted by State prior to the effective date of the notice of termination. The State's termination liability under this section shall not exceed the total Agreement price.

29. Termination for Funds Availability. The State is prohibited by law from making commitments beyond the term of the current State Fiscal Year. Payment to Grantee beyond the current State Fiscal Year is contingent on the appropriation and continuing availability of Grant Funds in any subsequent year (as provided in the Colorado Special Provisions). If federal funds or funds from any other non-State funds constitute all or some of the Grant Funds, the State's obligation to pay Grantee shall be contingent upon such non-State funding continuing to be made available for payment. Payments to be made pursuant to this Agreement shall be made only from Grant Funds, and the State's liability for such payments shall be limited to the amount remaining of such Grant Funds. If State, federal or other funds are not appropriated, or otherwise become unavailable to fund this Agreement, the State may, upon written notice, terminate this Agreement, in whole or in part, without incurring further liability. The State shall, however, remain obligated to pay for Work performed and accepted prior to the effective date of notice of termination, and this termination shall otherwise be treated as if this Agreement were terminated in the public interest as described in **§28**.

30. Grantee's Termination Under Federal Requirements. If the Grant Funds include any federal funds, then Grantee may request termination of this Grant by sending notice to the State, or to the Federal Awarding Agency with a copy to the State, which includes the reasons for the termination and the effective date of the termination. If this Grant is terminated in this manner, then Grantee shall return any advanced payments made for Work that will not be performed prior to the effective date of the termination.

31. Governmental Immunity. Liability for claims for injuries to persons or property arising from the negligence of the State, its departments, boards, commissions committees, bureaus, offices, employees and officials shall be controlled and limited by the provisions of the Colorado Governmental Immunity Act, CRS §24-10-101, et seq., the Federal Tort Claims Act, 28 U.S.C. Pt. VI, Ch. 171 and 28 U.S.C. 1346(b), and the State's risk management statutes, CRS §§24-30-1501, et seq. No term or condition of this Agreement shall be construed or interpreted as a waiver, express or implied, of any of the immunities, rights, benefits, protections, or other provisions, contained in these statutes.

32. Grant Recipient. Grantee shall perform its duties hereunder as a grant recipient and not as an employee. Neither Grantee nor any agent or employee of Grantee shall be deemed to be an agent or employee of the State. Grantee shall not have authorization, express or implied, to bind the State to any agreement, liability or understanding, except as expressly set forth herein. Grantee and its employees and agents are not entitled to unemployment insurance or workers compensation benefits through the State and the State shall not pay for or otherwise provide such coverage for Grantee or any of its agents or employees. Grantee shall pay when due all applicable employment taxes and income taxes and local head taxes incurred pursuant to this Agreement. Grantee shall **(a)** provide and keep in force workers' compensation and unemployment compensation insurance in the amounts required by law, **(b)** provide proof thereof when requested by the State, and **(c)** be solely responsible for its acts and those of its employees and agents.

33. Compliance with Law. Grantee shall comply with all applicable federal and State laws, rules, and regulations in effect or hereafter established, including, without limitation, laws applicable to discrimination and unfair employment practices.

34. Choice of Law, Jurisdiction and Venue. [*Not Applicable to Inter-governmental agreements*] Colorado law, and rules and regulations issued pursuant thereto, shall be applied in the interpretation, execution, and enforcement of this Agreement. Any provision included or incorporated herein by reference which conflicts with said laws, rules, and regulations shall be null and void. All suits or actions related to this Agreement shall be filed and proceedings held in the State of Colorado and exclusive venue shall be in the City and County of Denver. Any provision incorporated herein by reference which purports to negate this or any other provision in this Agreement in whole or in part shall not be valid or enforceable or available in any action at law, whether by way of complaint, defense, or otherwise. Any provision rendered null and void by the operation of this provision or for any other reason shall not invalidate the remainder of this Agreement, to the extent capable of execution. Grantee shall exhaust administrative remedies in CRS §24-109-106, prior to commencing any judicial action against the State regardless of whether the Colorado Procurement Code applies to this Agreement.

35. Prohibited Terms. Nothing in this Agreement shall be construed as a waiver of any provision of CRS §24-106-109. Any term included in this Agreement that requires the State to indemnify or hold Grantee harmless; requires the State to agree to binding arbitration; limits Grantee's liability for damages resulting from death, bodily injury, or damage to tangible property; or that conflicts with that statute in any way shall be void ab initio.

36. Public Contracts for Services. [*Not Applicable to offer, issuance, or sale of securities, investment advisory services, fund management services, sponsored projects, intergovernmental grant agreements, or information technology services or products and services*] Grantee certifies, warrants, and agrees that it does not knowingly employ or contract with an illegal alien who will perform work under this Agreement and will confirm the employment eligibility of all employees who are newly hired for employment in the United States to perform work under this Agreement, through participation in the E-Verify Program or the Department program established pursuant to CRS §8-17.5-102(5)(c), Grantee shall not knowingly employ or contract with an illegal alien to perform work under this Agreement or enter into a contract or agreement with a Subcontractor that fails to certify to Grantee that the Subcontractor shall not knowingly employ or contract with an illegal alien to perform work under this Agreement. Grantee shall **(a)** not use E-Verify Program or Department program procedures to undertake pre-employment screening of job applicants during performance of this Agreement, **(b)** notify Subcontractor and the State within three days if Grantee has actual knowledge that Subcontractor is employing or contracting with an illegal alien for work under this Agreement, **(c)** terminate the subcontract if Subcontractor does not stop employing or contracting with the illegal alien within three days of receiving notice, and **(d)** comply with reasonable requests made in the course of an investigation, undertaken pursuant to CRS §8-17.5-102(5), by the Colorado Department of Labor and Employment. If Grantee participates in the Department program, Grantee shall deliver to the State a written, notarized affirmation that Grantee has examined the legal work status of such employee, and shall comply with all of the other requirements of the Department program. If Grantee fails to comply with any requirement of this provision or CRS §8-17.5-101 et seq., the State may terminate this Agreement for breach and, if so terminated, Grantee shall be liable for damages.

37. Public Contracts with Natural Persons. Grantee, if a natural person 18 years of age or older, hereby swears and affirms under penalty of perjury that the person **(a)** is a citizen or otherwise lawfully present in the United States pursuant to federal law, **(b)** shall comply with the provisions of CRS §24-76.5-101 et seq., and **(c)** has produced a form of identification required by CRS §24-76.5-103 prior to the date Grantee begins Work under terms of the Agreement.

ADDENDUM 1:
Additional Terms & Conditions for Information Technology

IF ANY PART OF THE SUBJECT MATTER OF THIS AGREEMENT IS INFORMATION TECHNOLOGY, AS DEFINED IN CRS § 24-37.5-102 (2), THE FOLLOWING PROVISIONS ALSO APPLY TO THIS AGREEMENT.

A. Definitions. The following terms shall be construed and interpreted as follows: **(a) "CJI"** means criminal justice information collected by criminal justice agencies needed for the performance of their authorized functions, including, without limitation, all information defined as criminal justice information by the U.S. Department of Justice, Federal Bureau of Investigation, Criminal Justice Information Services Security Policy, as amended, and all Criminal Justice Records as defined under CRS §24-72-302; **(b) "Incident"** means any accidental or deliberate event that results in or constitutes an imminent threat of the unauthorized access, loss, disclosure, modification, disruption, or destruction of any communications or information resources of the State, pursuant to CRS §§24-37.5-401 et seq.; **(c) "PCI"** means payment card information including any data related to credit card holders' names, credit card numbers, or the other credit card information as may be protected by state or federal law; **(d) "PHI"** means any protected health information, including, without limitation any information whether oral or recorded in any form or medium that relates to the past, present or future physical or mental condition of an individual; the provision of health care to an individual; or the past, present or future payment for the provision of health care to an individual; and that identifies the individual or with respect to which there is a reasonable basis to believe the information can be used to identify the individual including, without limitation, any information defined as Individually Identifiable Health Information by the federal Health Insurance Portability and Accountability Act; **(e) "PII"** means personally identifiable information including, without limitation, any information maintained by the State about an individual that can be used to distinguish or trace an individual's identity, such as name, social security number, date and place of birth, mother's maiden name, or biometric records, including, without limitation, all information defined as personally identifiable information in CRS §24-72-501; **(f) "State Confidential Information"** means any and all State Records not subject to disclosure under the Colorado Open Records Act and includes, without limitation, PII, PHI, PCI, Tax Information, CJI, and State personnel records not subject to disclosure under the Colorado Open Records Act, **(g) "State Fiscal Rules"** means those fiscal rules promulgated by the Colorado State Controller pursuant to CRS §24-30-202(13)(a); **(h) "State Fiscal Year"** means a 12 month period beginning on July 1 of each calendar year and ending on June 30 of the following calendar year; **(i) "State Records"** means any and all State data, information, and records, regardless of physical form; **(j) "Tax Information"** means federal and State of Colorado tax information including, without limitation, federal and State tax returns, return information, and such other tax-related information as may be protected by federal and State law and regulation, including, without limitation all information defined as federal tax information in Internal Revenue Service Publication 1075; and **(k) "Work Product"** means the tangible and intangible results of the delivery of goods and performance of services, whether finished or unfinished, including drafts. Work Product includes, but is not limited to, documents, text, software (including source code), research, reports, proposals, specifications, plans, notes, studies, data, images, photographs, negatives, pictures, drawings, designs, models, surveys, maps, materials, ideas, concepts, know-how, information, and any other results of the Work, but does not include any material that was developed prior to the Effective Date that is used, without modification, in the performance of the Work.

B. Intellectual Property. Except to the extent specifically provided elsewhere in this Agreement, any State information, including without limitation pre-existing State software, research, reports, studies, data, photographs, negatives or other documents, drawings, models, materials; or Work Product prepared by Grantee in the performance of its obligations under this Agreement shall be the exclusive property of the State (collectively, "State Materials"). All State Materials shall be delivered to the State by Grantee upon completion or termination of this Agreement. The State's exclusive rights in any Work Product prepared by Grantee shall include, but not be limited to, the right to copy, publish, display, transfer, and prepare derivative works. Grantee shall not use, willingly allow, cause or permit any State Materials to be used for any purpose other than the performance of Grantee's obligations hereunder without the prior written consent of the State. The State shall maintain complete and accurate records relating to **(a)** its use of all Grantee and third party software licenses and rights to use any Grantee or third party software granted under this Agreement and its attachments to which the State is a party and **(b)** all amounts payable to Grantee pursuant to this Agreement and its attachments and the State's obligations under this Agreement or any amounts payable to Grantee in relation to this Agreement, which records shall contain sufficient information to permit Grantee to confirm the State's compliance with the use restrictions and payment obligations under this Agreement or to any third party use restrictions to which the State is a party. Grantee retains the exclusive rights, title and ownership to any and all pre-existing materials owned or licensed to Grantee including, but not limited to all pre-existing software, licensed products, associated source code, machine code, text images, audio, video, and third party materials, delivered by Grantee under the Agreement, whether incorporated in a deliverable or necessary to use a deliverable (collectively, "Grantee Property"). Grantee Property shall be licensed to the State as set forth in a State-approved license agreement **(a)** entered into as exhibits or attachments to this Agreement, **(b)** obtained by the State from the applicable third party Grantee, or **(c)** in the case of open source software, the license terms set forth in the applicable open source license agreement. Notwithstanding anything to the contrary herein, the State shall not be subject to any provision incorporated in any exhibit or attachment attached hereto, any provision incorporated in any terms and conditions appearing on any website, any provision incorporated into any click through or online agreements, or any provision incorporated into any other document or agreement between the parties that **(a)** requires the State or the State to indemnify Grantee or any other party, **(b)** is in violation of State laws, regulations, rules, State Fiscal Rules, policies, or other State requirements as deemed solely by the State, or **(c)** is contrary to this Agreement.

C. Information Confidentiality. Grantee shall keep confidential, and cause all Subcontractors to keep confidential, all State Records, unless those State Records are publicly available. Grantee shall not, without prior written approval of the State, use, publish, copy, disclose to any third party, or permit the use by any third party of any State Records, except as otherwise stated in this Agreement, permitted by law, or approved in writing by the State. If Grantee will or may have access to any State Confidential Information or any other protected information, Grantee shall provide for the security of all State Confidential Information in accordance with all applicable laws, rules, policies, publications, and guidelines. Grantee shall comply with all Colorado Office of Information Security ("OIS") policies and procedures which OIS has issued pursuant to CRS §§24-37.5-401 through 406 and 8 CCR §1501-5 and posted at http://oit.state.co.us/ois, all information security and privacy obligations imposed by any federal, state, or local statute or regulation, or by any industry standards or guidelines, as applicable based on the classification of the data relevant to Grantee's performance under this Agreement. Such obligations may arise from: Health Information Portability and Accountability Act (HIPAA); IRS Publication 1075; Payment Card Industry Data Security Standard (PCI-DSS); FBI Criminal Justice Information Service Security Addendum; Centers for Medicare & Medicaid Services (CMS) Minimum Acceptable Risk Standards for Exchanges; and Electronic Information Exchange Security Requirements and Procedures for State and Local Agencies Exchanging Electronic Information with The Social Security Administration. Grantee shall immediately forward any request or demand for State Records to the State's principal representative.

D. Other Entity Access and Nondisclosure Agreements. Grantee may provide State Records to its agents, employees, assigns and Subcontractors as necessary to perform the work, but shall restrict access to State Confidential Information to those agents, employees, assigns, and Subcontractors who require access to perform their obligations under this Agreement. Grantee shall ensure all such agents, employees, assigns, and Subcontractors sign agreements containing nondisclosure provisions at least as protective as those in this Agreement, and that the nondisclosure provisions are in force at all times the agent, employee, assign, or Subcontractors has access to any State Confidential Information. Grantee shall provide copies of those signed nondisclosure provisions to the State upon execution of the nondisclosure provisions if requested by the State.

E. Use, Security, and Retention. Grantee shall use, hold, and maintain State Confidential Information in compliance with any and all applicable laws and regulations only in facilities located within the United States, and shall maintain a secure environment that ensures confidentiality of all State Confidential Information. Grantee shall provide the State with access, subject to Grantee's reasonable security requirements, for purposes of inspecting and monitoring access and use of State Confidential Information and evaluating security control effectiveness. Upon the expiration or termination of this Agreement, Grantee shall return State Records provided to Grantee or destroy such State Records and certify to the State that it has done so, as directed by the State. If Grantee is prevented by law or regulation from returning or destroying State Confidential Information, Grantee warrants it will guarantee the confidentiality of, and cease to use, such State Confidential Information.

F. Incident Notice and Remediation. If Grantee becomes aware of any Incident, it shall notify the State immediately and cooperate with the State regarding recovery, remediation, and the necessity to involve law enforcement, as determined by the State. Unless Grantee can establish none of Grantee or any of its agents, employees, assigns or Subcontractors are the cause or source of the Incident, Grantee shall be responsible for the cost of notifying each person who may have been impacted by the Incident. After an Incident, Grantee shall take steps to reduce the risk of incurring a similar type of Incident in the future as directed by the State, which may include, but is not limited to, developing and implementing a remediation plan that is approved by the State at no additional cost to the State. The State may adjust or direct modifications to this plan, in its sole discretion and Grantee shall make all modifications as directed by the State. If Grantee cannot produce its analysis and plan within the allotted time, the State, in its sole discretion, may perform such analysis and produce a remediation plan, and Grantee shall reimburse the State for the reasonable actual costs thereof.

G. Data Protection and Handling. Grantee shall ensure that all State Records and Work Product in the possession of Grantee or any Subcontractors are protected and handled in accordance with the requirements of this Agreement at all times. Upon request by the State made any time prior to 60 days following the termination of this Agreement for any reason, whether or not this Agreement is expiring or terminating, Grantee shall make available to the State a complete and secure download file of all data that is encrypted and appropriately authenticated. This download file shall be made available to the State within 10 Business Days following the State's request, and shall contain, without limitation, all State Records, Work Product, and any other information belonging to the State. Upon the termination of Grantee's services under this Agreement, Grantee shall, as directed by the State, return all State Records provided by the State to Grantee, and the copies thereof, to the State or destroy all such State Records and certify to the State that it has done so. If legal obligations imposed upon Grantee prevent Grantee from returning or destroying all or part of the State Records provided by the State, Grantee shall guarantee the confidentiality of all State Records in Grantee's possession and will not actively process such data. The State retains the right to use the established operational services to access and retrieve State Records stored on Grantee's infrastructure at its sole discretion and at any time.

H. Compliance. If applicable, Grantee shall review, on a semi-annual basis, all OIS policies and procedures which OIS has promulgated pursuant to CRS §§24-37.5-401 through 406 and 8 CCR §1501-5 and posted at http://oit.state.co.us/ois, to ensure compliance with the standards and guidelines published therein. Grantee shall cooperate, and shall cause its Subcontractors to cooperate, with the performance of security audit and penetration tests by OIS or its designee.

I. Safeguarding PII. If Grantee or any of its Subcontractors will or may receive PII under this Agreement, Grantee shall provide for the security of such PII, in a manner and form acceptable to the State, including, without limitation, all State requirements relating to non-disclosure, use of appropriate technology, security practices, computer access security, data access security, data storage encryption, data transmission encryption, security inspections, and audits. Grantee shall take full responsibility for the security of all PII in its possession or in the possession of its Subcontractors, and shall hold the State harmless for any damages or liabilities resulting from the unauthorized disclosure or loss thereof. Grantee shall be a "Third-Party Service Provider" as defined in CRS §24-73-103(1)(i) and shall maintain security procedures and practices consistent with CRS §§24-73-101 et seq.

J. Software Piracy Prohibition. The State or other public funds payable under this Agreement shall not be used for the acquisition, operation, or maintenance of computer software in violation of federal copyright laws or applicable licensing restrictions. Grantee hereby certifies and warrants that, during the term of this Agreement and any extensions, Grantee has and shall maintain in place appropriate systems and controls to prevent such improper use of public funds. If the State determines that Grantee is in violation of this provision, the State may exercise any remedy available at law or in equity or under this Agreement, including, without limitation, immediate termination of this Agreement and any remedy consistent with federal copyright laws or applicable licensing restrictions.

K. Information Technology. To the extent that Grantee provides physical or logical storage of State Records; Grantee creates, uses, processes, discloses, transmits, or disposes of State Records; or Grantee is otherwise given physical or logical access to State Records in order to perform Grantee's obligations under this Agreement, the following terms shall apply. Grantee shall, and shall cause its Subcontractors, to: Provide physical and logical protection for all hardware, software, applications, and data that meets or exceeds industry standards and the requirements of this Agreement; Maintain network, system, and application security, which includes, but is not limited to, network firewalls, intrusion detection (host and network), annual security testing, and improvements or enhancements consistent with evolving industry standards; Comply with State and federal rules and regulations related to overall security, privacy, confidentiality, integrity, availability, and auditing; Provide that security is not compromised by unauthorized access to workspaces, computers, networks, software, databases, or other physical or electronic environments; Promptly report all Incidents, including Incidents that do not result in unauthorized disclosure or loss of data integrity, to a designated representative of the OIS; Comply with all rules, policies, procedures, and standards issued by the Governor's Office of Information Technology (OIT), including project lifecycle methodology and governance, technical standards, documentation, and other requirements posted at www.oit.state.co.us/about/policies. Grantee shall not allow remote access to State Records from outside the United States, including access by Grantee's employees or agents, without the prior express written consent of OIS. Grantee shall communicate any request regarding non-U.S. access to State Records to the State. The State, acting by and through OIS, shall have sole discretion to grant or deny any such request.

MEETING DATE: July 22, 2025

STAFF PERSON RESPONSIBLE: Jennifer A. D'Ambrosio, Community Programs Coordinator

DESCRIPTION: Grant Agreement for Older Adult Resource Navigation Between Doulgas County and Aging Resources of Douglas County in the Amount of $305,978.00.

SUMMARY: This request is for approval of the grant agreement between Douglas County and Aging Resources of Douglas County (ARDC) in the amount of $305,978 to expand and enhance ARDC's resource navigation and call center program. The period of performance is through June 30, 2026.

RECOMMENDED ACTION: Staff recommends approval of the grant agreement between Douglas County and ARDC for older adult resource navigation and call center program in the amount of $305,978 as it complies with all federal, state, and County approval standards and policies.

REVIEW:

Jennifer Eby	Approve	7/10/2025
Jeff Garcia	Approve	7/14/2025
Andrew Copland	Approve	7/17/2025
Doug DeBord	Approve	7/17/2025
Jennifer Eby - FYI	Notified - FYI	7/17/2025

ATTACHMENTS:

ARDC OAI Resource Navigation Staff Report

DOUGLAS COUNTY
COLORADO

Grant Agreement Staff Report

Date:	July 9, 2025
To:	Douglas County Board of County Commissioners
Through:	Douglas J. DeBord, County Manager
From:	Jennifer L. Eby, AICP, Director of Community Services
CC:	Jennifer A. D'Ambrosio, Community Programs Coordinator Allison E. Cutting, Supervisor, Community Services Rand M. Clark, CCAP, NCRT, Assistant Director of Community Services
Subject:	**Grant agreement for older adult resource navigation between Douglas County and Aging Resources of Douglas County in the amount of $305,978.**

Board of County Commissioners' Business Meeting **July 22, 2025 @ 1:30 p.m.**

I. EXECUTIVE SUMMARY

This request is for approval of the grant agreement between Douglas County and Aging Resources of Douglas County (ARDC) in the amount of $305,978 to expand and enhance ARDC's resource navigation and call center program. The period of performance is through June 30, 2026.

II. REQUEST

Staff recommends approval of the grant agreement between Douglas County and ARDC for older adult resource navigation and call center program in the amount of $305,978.

III. BACKGROUND

In 2025, the Board of County Commissioners (BCC) budgeted $1.5 million dollars in accrued interest earned on local American Rescue Plan Act funds to be used for a competitive grant program to support innovative and collaborative projects that assist Douglas County residents aged 60 and older. ARDC submitted a grant application proposing to print and mail 85,000 resource guides to older adults, purchase a new software and tracking system, and hire a full-time phone operator for the call center. The proposals were reviewed and recommended for funding by the Older Adult Initiative (OAI) Executive Committee. On May 19, 2025, the BCC approved the funding recommendations.

IV. DISCUSSION

One of the priorities identified by the Older Adult Initiative (OAI) is improving access to resources and information for older adults. ARDC currently produces an Older Adult Resource Guide and operates a call center that connects older adults with vital community services. The call center currently handles approximately 1,000 calls per month.

This project will expand those efforts by mailing a printed guide to every adult over age 60 in Douglas County, increasing awareness of available resources such as housing, social services, transportation, and in-home care. In anticipation of increased call volume, ARDC will invest in upgraded tracking software and hire a full-time phone operator to expand call center capacity.

These enhancements will ensure that older adults receive timely, effective assistance as they navigate available services. The project budget is as follows:

Project	Total Amount
Resource guide	$ 205,000
Software tracking system	$ 45,000
Call center phone operator	$ 55,978
Total:	**$ 305,978**

V. RECOMMENDED ACTION

Staff recommends approval of the grant agreement between Douglas County and ARDC for older adult resource navigation and call center program in the amount of $305,978 as it complies with all federal, state, and County approval standards and policies.

ATTACHMENTS **PAGE**

Grant Agreement OAI ARDC Resource Navigation 3

Grant Agreement
OAI ARDC Resource Navigation

Project Title OAI ARDC Resource Navigation	**Agreement Number** OAIARDCRN
Grantee Aging Resources of Douglas County (ARDC)	**Agreement Performance Beginning Date** June 1, 2025
Grantee Unique Entity ID: W86NEMNZS9K9	**Agreement Performance Expiration Date** June 30, 2026
Grant Maximum Amount: $305,978.00	**CFDA Number:** N/A

Agreement Purpose
The purpose of this agreement is to expand and enhance ARDC's resource navigation and call center program for older adults by purchasing a more enhanced software and tracking system, printing and mailing approximately 85,000 resource guides to residents, and hiring a full-time call center phone operator.

Exhibits and Order of Precedence
The following Exhibits and attachments are included with this Agreement:

1. Exhibit A, Statement of Work and Budget.

In the event of a conflict or inconsistency between this Agreement and any Exhibit or attachment, such conflict or inconsistency shall be resolved by reference to the documents in the following order of priority:

1. The provisions of the other sections of the main body of this Agreement.
2. Exhibit A, Statement of Work and Budget.
3. Executed Option Letters (if any).

Principal Representatives:

For Douglas County:
Jennifer D'Ambrosio
100 Third Street
Castle Rock, CO 80104
CRSgrants@douglas.co.us

For Grantee:
Karie Erickson
104 Fourth Street
Castle Rock, CO 80104
kerickson@douglas.co.us

PARTIES TO AGREEMENT:

DOUGLAS COUNTY:	The Board of County Commissioners of the County of Douglas, State of Colorado (the "County")
Address:	100 Third Street Castle Rock, CO 80104
Telephone:	(303) 660-7401
Facsimile:	(303) 688-1293
GRANTEE:	Aging Resources of Douglas County (ARDC)
Address:	104 Fourth Street Castle Rock, CO 80104
Contact Name:	Karie Erickson
Telephone:	(303) 814-4300
Email:	kerickson@douglas.co.us

The County and the Grantee hereinafter collectively referred to as the "Parties" and individually to as a "Party."

RECITALS

A. In 2025, the Douglas County Commissioners approved $1.5 million dollars designated to be used for a competitive grant program that will fund innovative and collaborative projects that assist Douglas County residents aged 60 and older.

B. The Grantee submitted a grant application to the County that contemplates the execution of the project entitled above and as described in **Exhibit A** (the "Scope of Work"). The Grantee agrees to complete the Project in accordance with the approved budget.

C. The Grantee shall adhere to the reporting requirements outlined in **Exhibit A.**

D. The County approved the Grantee's Grant on **May 19, 2025,** subject to the execution of this grant agreement (the "Agreement").

AGREEMENT

NOW, THEREFORE, in consideration of the Parties' mutual covenants contained herein and other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the Parties hereto agree as follows:

1. Incorporation of Recitals and Exhibit A. The Recitals set forth above and all exhibits are hereby incorporated herein.

2. Grant and Project. Subject to the terms and conditions set forth in this Agreement, the County hereby awards to the Grantee a sum not to exceed of **Three Hundred Five Thousand Nine Hundred Seventy-Eight Dollars and Zero Cents ($305,978.00)** (the "Grant Award"). The Grant Award shall be used by the Grantee solely to complete the Project, in substantial conformity with **Exhibit A**.

3. Project Scope. The Grantee shall not materially modify the Project without the prior written approval of the County. Any material modification to the Project undertaken without the County's prior written consent may be deemed a breach of this Agreement, entitling the County to all remedies available under this Agreement.

4. Authorized Representative. Jennifer D'Ambrosio, Community Programs Coordinator, (the "Authorized Representative") is designated as Authorized Representative of the County for the purpose of administering, coordinating and approving the work performed by the Grantee under this Agreement.

5. Payment of Grant. Subject to the County's determination in its sole discretion that the Grantee is in compliance with this Agreement, the County shall disburse the funds for the Grant subject to the terms described in **Exhibit A**, under "Payment Terms". Any other provision of this Agreement notwithstanding and pursuant to § 29-1-110, C.R.S., the amount of funds appropriated for this Agreement is **Three Hundred Five Thousand Nine Hundred Seventy-Eight Dollars and Zero Cents ($305,978.00)**. In no event shall the County be liable for payment under this Agreement for any amount in excess thereof. The County is not under obligation to make any future apportionment or allocation to this Agreement nor is anything set forth herein a limitation of liability for the Grantee. Any potential expenditure for this Agreement outside the current fiscal year is subject to future annual appropriation of funds for any such proposed expenditure.

6. Reporting Requirements. The Grantee agrees to report completely in accordance with the requirements outlined in **Exhibit A** and to provide the County with any additional or follow up information as may be requested by the County.

7. Compliance with Regulatory Requirements and Federal and State Mandates. The Grantee hereby assumes responsibility for compliance with all regulatory requirements in all applicable areas, including, but not limited to, nondiscrimination, worker safety, local labor preferences, preferred vendor programs, equal employment opportunity, use of competitive bidding, and other similar requirements. In addition, the Grantee agrees to comply with all necessary licensing and permitting requirements imposed by an agency of a local, state or federal government.

The Project must benefit Douglas County residents aged 60 and older or their caregivers.

8. Personal Data. The Parties must comply with all applicable provisions of HB 18-1128 regarding "Personal Identifying Information" as defined in C.R.S. § 6-1-713(2)(b) and C.R.S. § 24-73-101(4)(b) and to "Personal Information" as defined in C.R.S. 24-73-103(1)(g). Personal Identifying Information and Personal Information are referred to collectively herein as "Personal Data."

Compliance shall include, without limitation:

a) Adopting and enforcing a written policy governing the destruction of electronic and paper documents containing Personal Data. The written policy must, at a minimum, require that when electronic or paper documents containing Personal Data are no longer needed, such documents will be destroyed by shredding, erasing or otherwise modifying the Personal Data so as to make it unreadable or indecipherable through any means;

b) Implementing and maintaining reasonable security procedures designed to protect Personal Data from unauthorized access, use, modification, disclosure or destruction. Such procedures must be appropriate in light of the nature of the Personal Data that is provided to the Party and the nature and size of the Party's business and operations;

c) Providing immediate written notification to the Douglas County Authorized Representative in the event a Party becomes aware that an unauthorized acquisition of Personal Data compromising the security, confidentiality or integrity of the Personal Data (hereinafter, a "Security Breach") has or may have occurred. The Party shall promptly and in good faith conduct an investigation to determine the likelihood that Personal Data has been or will be misused and shall coordinate with and promptly report the results of such investigation to the Douglas County Authorized Representative (crsgrants@douglas.co.us or 303-660-7460) as requested;

d) Providing prompt written notification to affected Colorado residents, but in no event later than thirty (30) days after the date of determination that a Security Breach occurred, in accordance with the provisions of House Bill 18-1128; and

e) To the extent applicable, requiring any third-party service providers, as defined in C.R.S. § 6-1-716(i) and C.R.S. § 24-73-103, implement and maintain reasonable security procedures and practices appropriate to the nature of the Personal Data disclosed to the third-party service provider and reasonably designed to help protect the Personal Data from unauthorized access, use, modification, disclosure, or destruction.

9. Liability. The Parties expressly agree that they do not contractually waive any limitations on liability or other immunities or defenses available to them by statute or common law, or activities undertaken pursuant to this Agreement. The Parties understand and agree that the County, its commissioners, officials, officers, directors, agents, and employees, are relying on, and do not waive or intend to waive by any provisions of the Agreement, the monetary limitations or any other rights, immunities, and protections provided by the Colorado Governmental Immunity Act, C.R.S. §§ 24-10-101 through 120, or otherwise available to the County.

10. Indemnification. The County cannot and by this Agreement does not agree to indemnify, hold harmless, exonerate or assume the defense of the Grantee or any other person or entity whatsoever, for any purpose whatsoever. The Grantee shall defend, indemnify and hold harmless the County, its commissioners, officials, officers, directors, agents, and employees from any and all claims, demands, suits, actions or proceedings of any kind or nature whatsoever, including workers' compensation claims, in any way resulting from or arising from this Agreement; provided, however, that the Grantee need not indemnify or save harmless the County, its commissioners, officials, officers, directors, agents, and employees from damages resulting from the sole negligence of the County's commissioners, officials, officers, directors, agents and employees.

11. Independent Contractor. The Grantee is an Independent Contractor. Notwithstanding any provision of this Agreement, all personnel and volunteers of the Grantee shall be and remain at all times, employees or volunteers of the Grantee for all purposes. It is not intended nor shall it be construed that the Grantee, its employees or volunteers are agents, employees or officers of the County for any purpose whatsoever. The County shall have no responsibility for any federal and state taxes and contributions for Social Security, unemployment insurance, income withholding tax, and other taxes measured by wages paid to employees of the Grantee and/or its designated agent(s). The Grantee acknowledges that it and its employees are not entitled to Workers' Compensation benefits or Unemployment Insurance benefits from the County, unless the Grantee or a third party provides such coverage, and that the County does not pay for or otherwise provide such coverage. The Grantee shall provide and keep in force Workers' Compensation (and provide proof of such insurance when requested by the County) and Unemployment Compensation insurance in the amounts required by law, and shall be solely responsible for its own actions, its employees and agents.

12. No Waiver of Governmental Immunity Act. The Parties hereto understand and agree that the County, its commissioners, officials, officers, directors, agents and employees, are relying on, and do not waive or intend to waive by any provisions of this Agreement, the monetary limitations or any other rights, immunities and protections provided by the Colorado Governmental Immunity Act, §§ 24-10-101 to 120, C.R.S., or otherwise available to the County.

13. Audits and Accounting. The Grantee shall maintain standard financial accounts, documents, and records relating to the use, management, and the operation of the Project. The Grantee shall maintain standard financial accounts, documents, and records relating to the use, management, and operation of the Project. The County shall have the right, upon reasonable notice to the Grantee, to audit the books and records of the Grantee, to audit the books and records of the Grantee which pertain to the Project and to the use and disposition of the Grant Award. The County shall retain the authority to audit for two years after Project completion.

14. Inspection. Throughout the term of this Agreement, the County shall have the right to inspect the Project area to ascertain compliance with this Agreement.

15. Termination by County for Convenience. The County may terminate this Agreement at any time and for any reason by providing Grantee written notice of such termination at least thirty (30) calendar days prior to the effective date of such termination. Upon such termination, Grantee shall be entitled to compensation for activities performed in accordance with this Agreement which were incurred prior to the effective date of the termination, but not exceeding the available Grant Award balance at the time of the effective date of the termination.

16. Effect of Project Closeout or Termination. Grantee agrees that Project closeout or termination of this Agreement does not invalidate continuing obligations imposed on Grantee by this Agreement. Project closeout or termination of this Agreement does not alter the County's authority to disallow costs and recover funds on the basis of a later audit or other review and does not alter Grantee's obligation to return any funds due to the County as a result of later refunds, corrections, or other transactions.

17. Notices. Notices concerning termination of this Agreement, notices of alleged or actual violations of the terms or provisions of this Agreement, and all other notices shall be made as follows:

by the Grantee to:	Douglas County Department of Community Services Jennifer D'Ambrosio 100 Third Street Castle Rock, CO 80104 Ph: (303) 660-7460 Email: crsgrants@douglas.co.us
with a copy to:	Douglas County Attorney's Office 100 Third Street Castle Rock, CO 80104 Ph: (303) 660-7414 Email: attorney@douglas.co.us
and by the County to:	ARDC Attn: Karie Erickson 104 Fourth Street

Castle Rock, CO 80104
Ph: 303-814-4300
Email: kerickson@douglas.co.us

Said notices shall be delivered personally during normal business hours to the appropriate office above, by prepaid first-class U.S. mail, via facsimile, via electronic mail, or other method authorized in writing by the Authorized Representative. Mailed notices shall be deemed effective upon receipt or three (3) days after the date of mailing, whichever is earlier. The Parties may from time-to-time designate substitute addresses or persons where and to whom such notices are to be mailed or delivered, but such substitutions shall not be effective until actual receipt of written notification.

18. Assignment. Grantee may not assign its rights under this Agreement.

19. Applicable Law and Venue. This Agreement shall be governed by the laws of the State of Colorado and venue for any dispute hereunder shall lie exclusively in the County of Douglas, State of Colorado.

20. Severability. If any provision of this Agreement, or the application thereof, is found to be invalid, the remainder of the provisions of this Agreement, or the application of such provision other than those as to which it is found to be invalid, shall remain in full force and effect.

21. Fax, Email and Counterparts. This Agreement may be executed in one or more counterparts, each of which shall be an original, but all of which when taken together shall constitute one Agreement. In addition, the Parties agree to recognize signatures of this Agreement transmitted by fax or email as if they were original signatures.

22. Third Party Beneficiary. The Parties hereby acknowledge and agree that this Agreement is intended only to cover the relative rights and obligations between the County and Grantee, and that no third-party beneficiaries are intended.

23. Waiver. The failure of either Party to enforce a term hereof shall not be deemed a waiver of such term or right of enforcement as to that breach or any subsequent breach of the same, similar, or different nature. No waiver shall be enforceable hereunder unless signed by the Party against whom the waiver is sought to be enforced.

24. Entire Agreement. Except as expressly provided herein, this Agreement constitutes the entire agreement of the Parties. No oral understanding or agreement not incorporated in this Agreement shall be binding upon the Parties. No changes in this Agreement shall be valid, unless made as an amendment to this Agreement, approved by the County, and signed by the Parties to this Agreement.

25. Advertising, Marketing and Promotional Materials. Grantee shall not include any reference to this Agreement or services performed under this Agreement in any of Grantee's advertising or public relations materials without first obtaining the written approval of the County's Public Affairs Director.

(Remainder of Page Intentionally Blank)

IN WITNESS WHEREOF, the Parties by signature below of their authorized representatives execute this Agreement effective as of the _____ day of _____ 2025.

THE BOARD OF COUNTY COMMISSIONERS OF THE COUNTY OF DOUGLAS, COLORADO:

APPROVED AS TO CONTENT:

_____
Abe Laydon
Chair, Board of County Commissioners

_____
Jennifer L. Eby
Director of Community Services

Date: _____

Date: _____

_____
Hayley Hall
Clerk to the Board

Date: _____

APPROVED AS TO LEGAL FORM:

APPROVED AS TO CONTENT:

_____
Arielle Denis
Assistant County Attorney

_____
Douglas J. DeBord
County Manager

Date: _____

Date: _____

APPROVED AS TO FISCAL CONTENT:

_____
Andrew Copland
Director of Finance

Date: _____

GRANTEE: Aging Resources of Douglas County

_____
By (Signature)

_____
Title

_____
Address

_____
City, State, Zip Code

STATE OF _____)
) ss.
COUNTY OF _____)

The foregoing instrument was acknowledged before me this ____ day

of _____, 2025, by _____.
(month) (year) (name of Subgrantee signatory)

My commission expires:_____

Witness my hand and official seal

_____
Notary Public

EXHIBIT A
OLDER ADULT INITIATIVE
SCOPE OF WORK

ARDC, Douglas County, Older Adult Initiative Agreement

Grant Year	For the period June 1, 2025, through June 30, 2026
Title of Project	OAI ARDC Resource Navigation
Project Description	Expand and enhance ARDC's resource navigation and call center program for older adults by purchasing a more enhanced software and tracking system, printing and mailing approximately 85,000 resource guides to residents, and hiring a full-time call center phone operator.

A. Program Description

The Grantee shall perform all the necessary work provided under this Contract for eligible residents of Douglas County.

B. Project Description

This project accomplishes the goal of benefitting older adults aged 60 and older in Douglas County.

Total Project Budget

Project	**Total Amount**
Software/tracking system	$ 45,000.00
Print and mail resource guides	$ 205,000.00
Call center phone operator	$ 55,978.00
Total	**$ 305,978.00**

C. Service Descriptions and Payment Terms

1. **Software tracking system for call center**
   Service Description: Purchase of software/tracking system for call center
   Service Budget:

Purchase of software/tracking system for call center	$ 45,000.00

Payment Terms:

a) Douglas County will provide ARDC a maximum of up to $45,000 in Grant Award dollars to purchase software/tracking system for its call center. Douglas County will reimburse organization total purchase price, up to the maximum grant amount for defined service. The dollars will be provided on a reimbursement basis when a final Bill of Sale is provided to the County.

b) Grantee is solely responsible for all costs this service project incurs above the amount Douglas County reimburses to Grantee. If the final, actual project cost for defined service is less than

the maximum allowable cost as referenced in Service Budget above, the County is not obligated to provide any more of the eligible, actual operational costs.

2. **Print and mail approximately 85,000 resource guides**
Service Description: Print and mail approximately 85,000 resource guides to Douglas County residents aged 60+.
Service Budget:

Project	**Total Amount**
Print 85,000 resource guides	$ 35,000.00
Mail 85,000 resource guides	$ 170,000.00
Total	$ 205,000.00

Payment Terms:

a) Douglas County will provide ARDC a maximum of up to $205,000 in Grant Award dollars to print and mail 85,000 resource guides to adults aged 60 and over living in Douglas County. Grantee will submit detailed invoices and back-up documentation (quotes or receipts) for printing and mailing charges as costs are incurred. Expenses for printing and mailing resource guides will be paid upon receipt of detailed invoices.

b) Grantee is solely responsible for all costs this service project incurs above the amount Douglas County reimburses to Grantee. If the final, actual project cost for defined service is less than the maximum allowable cost as referenced in Service Budget above, the County is not obligated to provide any more of the eligible, actual operational costs.

3. **Full-time phone operator for call center**
Service Description: Salary for full-time phone operator for call center
Service Budget: Salary for full-time phone operator for call center

Project	**Total Amount**
Salary for full-time phone operator	$ 55,978.00

Payment Terms:

a) Douglas County will provide ARDC a maximum of up to $55,978 in Grant Award dollars towards the salary for a full-time phone operator for the call center. Douglas County will reimburse organization up to the maximum grant amount for defined service. The dollars will be provided on a reimbursement basis when upon receipt of monthly invoices for salary costs incurred
.

b) Grantee will submit monthly detailed invoices for salary costs incurred. Expenses for salary costs incurred for full-time phone operator for call center will be paid upon receipt of detailed invoices.

c) Grantee is solely responsible for all costs this service project incurs above the amount Douglas County reimburses to Grantee. If the final, actual project cost for defined service is less than the maximum allowable cost as referenced in Service Budget above, the County is not obligated to provide any more of the eligible, actual operational costs.

D. Reporting

Grantee is required to submit quarterly reports due 30 days after each quarter. The purpose of these reports is to describe the results of the Older Adult Initiative grant award and the impact for Douglas County residents aged 60 and older.

MEETING DATE: July 22, 2025

STAFF PERSON RESPONSIBLE: Ryan Arthur, Community Programs Coordinator

DESCRIPTION: 2026 Colorado Department of Transportation Federal Transit Administration 5310 Grant Application in the Amount of $269,175.00 with a Required Local Contribution of $269,175.00 for a Project Total of $538,350.00.

SUMMARY: The request is for approval of the 2026 Federal Transit Administration (FTA) 5310 grant application to the Colorado Department of Transportation (CDOT) in the amount of $269,175 to enhance the mobility of seniors and individuals with disabilities. A local contribution of $269,175 is required for a project total of $538,350. The application is due on July 25, 2025.

RECOMMENDED ACTION: Staff recommends approval of the 2026 CDOT FTA 5310 grant application in the amount of $538,350 as it complies with all federal, state, and county approval standards and policies.

REVIEW:

Jennifer Eby	Approve	7/10/2025
Jeff Garcia	Approve	7/14/2025
Andrew Copland	Escalated	7/18/2025
Christie Guthrie	Approve	7/18/2025
Doug DeBord	Approve	7/18/2025
Jennifer Eby - FYI	Notified - FYI	7/18/2025

ATTACHMENTS:

2026 CDOT FTA 5310 Application Staff Report_2

DOUGLAS COUNTY
COLORADO

Grant Application Staff Report

Date:	July 9, 2025
To:	Douglas County Board of County Commissioners
Through:	Douglas J. DeBord, County Manager
From:	Jennifer L. Eby, AICP, Director of Community Services
CC:	Ryan J. Arthur, Community Programs Coordinator Allison E. Cutting, Community Services Supervisor Rand M. Clark, CCAP, NCRT, Assistant Director of Community Services
Subject:	**2026 Colorado Department of Transportation Federal Transit Administration 5310 grant application in the amount of $269,175 with a required local contribution of $269,175 for a project total of $538,350.**

Board of County Commissioners' Business Meeting **July 22, 2025 @ 1:30 p.m.**

I. EXECUTIVE SUMMARY

The request is for approval of the 2026 Federal Transit Administration (FTA) 5310 grant application to the Colorado Department of Transportation (CDOT) in the amount of $269,175 to enhance the mobility of seniors and individuals with disabilities. A local contribution of $269,175 is required for a project total of $538,350. The application is due on July 25, 2025.

II. REQUEST

Staff requests approval of the 2026 CDOT FTA 5310 application in the amount of $269,175 with a required location contribution of $269,175 for a project total of $538,350.

III. DISCUSSION

On June 9, 2025, CDOT issued a Request for Proposal for FTA 5310 transportation services to provide mobility services for older adults and people with disabilities. CDOT FTA 5310 grant application will serve residents in the central portions of the County within the Castle Rock Small Urbanized Area (UZA).

The County does not provide transit services directly. Instead, subgrantee agreements are executed with local transportation providers to offer services within the Castle Rock UZA. The funding request will provide 7,275 trips. Residents living in the Town of Castle Rock, the City of Castle Pines and neighboring portions of unincorporated Douglas County in the Castle Pines Village area will benefit from the services provided through these funds.

Based on partners' request for funding, the proposed grant budget is as follows:

Transportation – Trips			
Aging Resources of Douglas County	1,946	$	72,002
Castle Rock Senior Activity Center	5,329	$	197,173
Sub-Total	**7,275**	**$**	**269,175**
Required Local Contribution			
Partner Cash Contribution		$	269,175
Sub-Total		**$**	**269,175**
Project Total		**$**	**538,350**

The required local contribution is comprised of partner cash contributions through matched trips provided by Developmental Pathways.

IV. RECOMMENDED ACTION

Staff recommends approval of the 2026 CDOT FTA 5310 grant application in the amount of $538,350 as it complies with all federal, state, and county approval standards and policies.

ATTACHMENTS **PAGE**

2026 CDOT FTA 5310 Grant Application 3

2026 CDOT FTA 5310 Grant Application

Applicant Information

Agency Details

Agency: Douglas County
Tax ID (FEIN): 84-6000761
SAM Expiration Date: 9/17/2025
Cognizant Agency: N/A

Application Name: A2.0-0008869
UEID Number: LXE5XEA44AH6
Fiscal Year End Date: 12/31

Did you spend more than $750,000 in Federal funds in the last fiscal year?:
Yes.

Civil Rights

Does your agency have a process for handling discrimination complaints?:
Yes.

Contact person for complaints:
Holly Carrell, Special Projects Manager
ADAcoordinator@douglas.co.us
(303) 660-7401

Is your agency a minority owned entity?:
No.

Does your agency currently provide any language assistance?:
Yes.

Can your agency provide language assistance upon request?:
Yes.

Your agency must not discriminate against its employees because of race, religion, color, sex, disability, national origin or ancestry, or age in the admission or access to, or treatment or employment in, its programs or activities. Has your agency had any discrimination complaints based on these EEO (equal employment opportunity) requirements within the last year?:
No.

Has your agency had any transit-related discrimination complaints, investigations, or lawsuits in the last three years?:
No.

R/LCC

Does your agency's primary service area have a regional/local coordinating council (R/LCC) in place?:
Yes.

General description of your R/LCC including the name, the goals, and your role and involvement:
Douglas County Transit Solutions (DCTS) is a collaborative comprised of local jurisdictional representatives, community-based organizations, transit service providers and County staff. The mission of DCTS is to develop, leverage and responsibly allocate financial resources and transportation information to meet the mobility and accessibility needs of the County's growing senior, disabled and other vulnerable populations.

Project Information

Project Title: Douglas County Transit Solutions 2026

Project Description

Working with community-based organizations, stakeholders, businesses, and local government agencies, Douglas County uses a multifaceted approach to increase transportation options for older adults and individuals with disabilities through a strategic and collaborative program. Douglas County transportation includes a broad range of service options designed to meet the needs of older adults and people with disabilities who require various transportation services to ensure quality of life and access to employment. This program supports transportation services to meet the special needs of older adults and disabled populations in the regions of Douglas County within the Castle Rock Small Urbanized Area (UZA).

Douglas County requests $269,175 to fund the operations of transit services to eligible residents within the Castle Rock Small UZA. Douglas County partners with local, community-based providers with experience and expertise in providing residents with quality and reliable transportation services. The funds will provide 7,275 one-way trips to older adults and residents with disabilities. The proposed program aligns with Douglas County's 2040 Transportation Master Plan by facilitating an integrated transit plan that coordinates and supports existing and future transportation services to fulfill service demands of county residents, to include older adults and people with disabilities. This program also aligns with CDOT's efforts towards an equitable transportation system, as cited in the 2045 Statewide Transportation Plan, to ensure equitable treatment for historically underrepresented communities.

Project County: Douglas County

Please describe the population this project will serve and to what extent this project will impact minority and low-income persons (include census or ridership data):

The proposed project will ensure that coordinated transit services continue in the Castle Rock Small UZA. In 2023, due to population growth identified in the 2020 census, certain areas of Douglas County that were previously included in the Denver-Aurora UZA were designated by the Federal Transit Administration (FTA) as a part of the new Castle Rock Small UZA. As a result, residents living within the Castle Rock Small UZA became ineligible for services funded through Denver Regional Council of Government's (DRCOG) 5310 program.

For many, the County's transportation program is the only option available. For seniors who can no longer drive, or those who are unable to drive, lack of transportation can lead to isolation and health issues by foregoing vital trips to the doctor and grocery store. The transportation services provided by these funds help maintain health, well-being, and social connections for many older adults and other vulnerable populations.

Enhancing mobility, especially for individuals who face barriers in transportation, such as older adults, people with disabilities, or those with limited access to vehicles, remains an objective of Douglas County. As residents aged 65 and older are expected to grow 154% between 2020 and 2050, according to the Colorado State Demographer Office, Douglas County is focused on providing access to resources, places, and events that fulfill daily needs and quality of life. Residents aged 65 and over are expected to increase by 5.3% from 2024 to 2025 alone, the greatest percent during this period of any county in Colorado. According to the American Community Survey, in 2022, 11% of the adult population in Douglas County has a disability. Our diverse systems of support include partnering with community-based organizations to provide transportation that is more than just a means to get people to their destinations. Transportation is vital in all health, human service, and economic activities and is a key social health determinant.

The Older Adult Initiative (OAI) began in March 2023 with the Aging Well in Douglas County Town Hall and continued with a series of listening tour events. These community conversations were designed to help determine the strengths and needs of older adults within Douglas County. The OAI Executive Committee analyzed the data collected in 2023 and identified transportation, housing, at-home services, and access to information and resources as priorities to address. Each priority included action items to achieve the goals of that area. An Aging Well Town Hall with participation from over 3,600 community members, was held in February 2024 to report these priorities.

Please describe the expected outcome of this project:

Funding for transit operations will allow Douglas County to collaboratively implement transit services provided by local partners within the Castle Rock Small UZA for an estimated 7,275 one-way trips.

Project Management

Information for the Agency Project Manager

Name: Ryan Arthur Title: Community Program Coordinator (Transit Mobility)

Email: rarthur@douglas.co.us Work Phone: +1 (303) 814-4326

Cell Phone: +1 (720) 425-3210

Information for the Alternative Agency Project Manager

Name: Rand Clark Title: Assistant Director of Community Services

Email: rclark@douglas.co.us Work Phone: +1 (720) 673-4116

Cell Phone: +1 (720) 245-0718

Project Service Type

Type(s) of service that will be part of this project: Demand Response

Purchased Transit Service; Supporting local partnerships that coordinate transportation services (R/LCC's).

Demand Response Service

Please describe the demand response service being provided as part of this project, including the service area, estimated number of trips, and days and hours of service.

Door-to-door and door-through-door, demand-response transportation services would be provided by organizations specializing in services within the Castle Rock Small UZA for Douglas County's growing vulnerable populations. Those providers are non-profit organizations, who provide both paid and volunteer-based ADA accessible transit services. These providers focus on providing needed medical, grocery, local priority, and quality of life trips to our vulnerable residents. Transportation services are offered for residents living in the Castle Rock Small UZA's 36 square miles. Individuals seeking transit service contact Douglas County First Call, the local information and assistance line, to coordinate and schedule needed rides. Consumer demographic and travel data is collected, and trips are allocated to the most appropriate service provider. Trips are arranged based upon program requirements for qualification, originating location, physical mobility needs of the traveler, and travel destination. Service is generally offered Monday through Friday from 8:30 am to 3:00 pm.

Please describe your agency's provision of equivalent service for all abilities.

Douglas County offers equivalent services for all abilities. Current on-demand providers within the Castle Rock Small UZA utilize ADA-accessible vehicles to provide equivalent service to older adults and people with disabilities, to include wheelchair users.

Will this demand response service be used solely for public transportation services?

Yes.

Coordinated Public Transit & Human Services Plan

Is this project either listed in your area's Coordinated Public Transit & Human Services Transportation Plan, consistent with an identified implementation strategy in your area's plan, or both?:

Yes.

If the project is listed in your area's plan, cite the document and page number where it is listed. If the project is consistent with an implementation strategy, describe which strategy and cite the page number where it is listed. Upload a copy of the page of the plan in the Attachments section of this application.

(Plans) CDOT 2045 Statewide Transit Plan, pg. 10

(Strategies) CDOT 2045 Statewide Transit Plan, pg. 50

Project Criteria

Coordination/Performance Effort

Please describe your efforts to coordinate with other organizations to promote the service(s) that are part of this project and reduce service duplication, overlapping service areas, and conflicts.:

Douglas County actively facilitates regular meetings to facilitate effective and efficient delivery of coordinated transportation services. The Provider Network meets quarterly to discuss issues relevant to the delivery of coordinated services for our older adult and disabled residents. Providers utilize this time to discuss opportunities or concerns with their capacity to strengthen coordination amongst providers and provide the best trip option for residents. These coordination meetings are the medium through which providers collaborate to ensure that trips provided to residents that live within the Denver-Aurora UZA, Castle Rock Small UZA, DRCOG's borders, and those in rural communities are identified for appropriate funding utilization and duplication elimination. Douglas County's Partner Network emphasizes coordination and supports our integrated approach to transportation services.

All coordinated services are tracked through the County's secure data system. Providers enter client demographic data, delivered service information, and request monthly reimbursements through this system. The data system assists providers in managing multiple funding sources. Providers can efficiently allocate funds with the ability to charge one leg of a trip to one source and the second leg to another. The system provides reporting tools that summarize total trips provided, types of trips and where the trips originate and end.

Service & Financial Needs

Please describe the current service need for this project. Include any surveys, studies, or other materials to substantiate the need for this project. Show your trends in ridership, unserved trips or destinations, cost per trip, providers, and fleet characteristics over the past three or more years.:

The Town of Castle Rock adopted their Castle Rock Transit Feasibility Study in October 2020. The results of the survey found the most common mobility improvement needed was to establish public transportation. Specifically, the study recommended point-to-point on-demand transportation, a regional commuter service to pre-established Regional Transit District (RTD) stations, and microtransit services to best address the needs of the town. These services are targeted for transit dependent households with limited access to vehicles, identifying the under 18 population, over 65, disabled, and vehicle deficient comprising 49% of the Castle Rock population.

Every three years a Community Needs Assessment is conducted as a requirement for the Community Services Block Grant. The survey targets the County's vulnerable and low-income residents. The last five Community Needs Assessments have identified transportation as a top community need.

The current population of the Castle Rock Small UZA is estimated at 111,000 (2023) and has an estimated 15,000 seniors. In 2025, Douglas County conducted a Citizen Survey which asked if the County had a transit system that is effective and adequate. 55% of surveyed residents within the Castle Rock Small UZA indicated that the existing transit

system was not effective and adequate. In the previous three years Douglas County has funded almost 23,000 trips at an average cost of $36 per trip to older and disabled residents within the UZA. Just under 70% of these trips are for needed medical, grocery or meal related trips. Douglas County is striving to ensure funding is available to meet the expressed transit service need for older and disabled residents within the UZA.

Please describe the financial need for funding assistance. Show how the requested funding is needed to maintain and/or expand service. If you have seen demonstrable decreases in funding, describe where this funding came from, why it is no longer available at its original levels, and explain your plans for reduced funding and the impact this reduced funding would have for your service:

In the 2023 calendar year, 19,111 total trips for seniors and persons with disabilities were performed within Douglas County. Of these trips, 8,087 were funded by DRCOG 5310. In the 2024 calendar year, approximately 18,468 total trips for seniors and persons with disabilities were performed within Douglas County. Due to the designation of the Castle Rock Small UZA by the FTA, only 4,773 of these trips were funded by DRCOG 5310; a 3,314-trip decrease. So far in 2025, 7,061 total trips for seniors and persons with disabilities were performed within Douglas County. Of these, 1,336 were funded by CDOT's Multimodal Transportation and Mitigation Options Fund (MMOF), which have been important in providing trips to transit dependent groups living in the Castle Rock Small UZA as they are no longer eligible for DRCOG 5310. Due to recent cuts in the Colorado state budget to the amount of $1.2 billion, the long-term viability of MMOF is at risk for our community partners that provide trips to seniors and persons with disabilities within the Castle Rock Small UZA. Local providers have continued to resort to using reserve funds or operating at a loss to continue providing services within the Castle Rock Small UZA. Without access to 5310 funds appropriated federally to support all small UZAs, local providers will either be forced to continue operating at a loss or reduce much needed services to eligible residents within the Castle Rock Small UZA.

Should Douglas County be unsuccessful in securing Operation funds, transit services to vulnerable of County residents living in the Castle Rock Small UZA would be reduced. In addition, the loss of funding would make it increasingly more difficult for the state to meet its state and federal transit goals and objectives for seniors and persons with disabilities.

Describe your agency's efforts to leverage funding from sources other than CDOT to support the implementation of the project.:

Douglas County currently receives the following funding from sources other than CDOT:

- Older Americans Act (OAA): Funding to provide transportation and assisted transportation for Douglas County residents aged 60 and over. Douglas County has public transportation in limited areas of the county leaving many residents reliant on grant-funded transit services. The County was awarded $299,700 in FY25.

Is this project dependent on any other project submitted by your agency or another agency? If so, please identify the other project or other agency and describe the relationship to this project.:

No.

Technical & Financial Capacity

Please describe your technical capacity to carry out this project. If your agency has past experience managing FTA-funded projects, explain your process(es) and the personnel dedicated to project and fund management.:

Douglas County has successfully managed FTA grant funded projects since 2013. The Douglas County Transit Solutions Mobility Manager oversees the administration of operation assistance with local partners to provide on-demand transit services to older adults and people with disabilities. This team provides supervision and fiscal oversight of the program to ensure continued growth and development of services. This group also promotes strengthened coordination between providers, to ensure compliant use of funds for trips and to prevent duplicate trips. In addition to staff

resources with grant management experience, staff from Legal, Finance and Accounting consult with the Mobility Manager to provide guidance on project and fund management.

This program accomplishes its objectives through the relationships built by the Community Programs Coordinator, County staff, partner agencies and private citizens who donate time and leverage resources in support of transit diversity in Douglas County. The program also addresses the human service transit goals outlined by the State and FTA. The program promotes accessibility, mobility, and healthy aging in place for Douglas County seniors and persons with disabilities.

Please describe the technical training your employees have received in the past three years. List all training activities your drivers and other personnel are involved in and training sessions your agency requires of drivers and others involved in your transportation program.:

The County promotes continued education and training. Staff attend yearly trainings and conferences in their respective roles. DCTS coordinates with the Denver Regional Mobility and Access Council (DRMAC) to offer training opportunities to DCTS members and transportation providers.

Transportation providers have individual training offered for staff, volunteer and paid drivers, board members and designated trainers. These include but are not limited to mandatory reporting training, PASS certification, CPR and First Aid, vehicle safety, disability etiquette, HIPPA, personal medical information, confidentiality, conflict of interest, compassion fatigue, senior fraud and safety and any other training that pertains to the transportation program. County staff review the trainings offered at each transportation provider at annual on-site monitoring visits.

Please describe your financial capacity to carry out this project. Describe the financial management systems in place to track different awards and separate funding types.:

As of the close of the 2024, Douglas County's governmental funds reported combined ending fund balances of $353,613,624, an increase of $7,741,754 in comparison with the prior year. The 2024-year total consists of nonspendable fund balance of $5,908,908, restricted fund balance of $247,387,903, committed fund balance of $51,889,694, and assigned fund balance of $45,201,453.

Douglas County has an annual A-133 audit conducted by an independent auditor and a Comprehensive Annual Financial Report (CAFR). The 2023 audit results showed an "unmodified" opinion on both our Financial Statements Audit as well as on each of our Major Federal Programs.

The Government Finance Officers Association of the United States and Canada (GFOA) has awarded a Certificate of Achievement for Excellence in Financial Reporting to Douglas County for its CAFR for the fiscal year ending December 31, 2021. To be awarded a Certificate of Achievement, a government must publish an easily readable and efficiently organized comprehensive annual financial report. The report must satisfy both generally accepted accounting principles and applicable legal requirements. The Certificate of Achievement is for a period of one year only. Douglas County believes that its current annual comprehensive financial report continues to meet the program requirements and has submitted to GFOA to determine eligibility for another certificate.

Budget

Budget Information

What were your end-of-year Operating expenses for the previous year? Do not include capital expenditures.:

$36,178,430 (2024)

PLEASE UPLOAD DOCUMENTATION OF YOUR END-OF-YEAR EXPENSES FOR THE PREVIOUS YEAR IN THE ATTACHMENTS SECTION.

What is your draft Operating budget for the Award Year, not including capital expenditures (e.g. vehicle purchases, facility construction)?:

$592,000,000 (2025)

PLEASE UPLOAD DOCUMENTATION OF YOUR DRAFT OPERATING BUDGET FOR THE AWARD YEAR IN THE ATTACHMENTS SECTION.

Detailed Project Budget

Please provide a detailed project budget in the table below. This budget should represent the Total Cost (FTA and Local share amounts) for each expense type for which you are seeking funds. You will be responsible for the 50% local match for operating expenses. Admin expenses are not reimbursable in this funding program.

Description	Type	Total Cost	Grant Amount	Local Match
Purchased Transit Services	Operating	$538,350	$269,175	$269,175

Local Funds

Local Funding

Please identify the source, amount, and status of secured matching funds you plan to use for this project. Do not include other FTA funds, program income, or fare revenues. Your Total Local Match amount here needs to equal or exceed the Total Local Match amount listed under the Detailed Project Budget. Upload documentation or letters of commitment for funds coming from a third-party.

Source of Funds	Local Match Amount	Status
Partner Cash Contributions	$269,175	- Pending

In-Kind & Indirect Rate

In-Kind Match

In-kind contributions, typically provided by a third party, are used to reduce the amount of cash match you must provide to a project. Examples of in-kind contributions include donated goods or services. These goods or services are rendered without charge to your agency but would have otherwise been paid for in the normal course of business. In-kind may be used for up to 50% of the local share amount. For example, the cash match amount of a $100 operating expense may be reduced by up to $25.

In-kind contributions must comply with 2 CFR 200. In-kind must be necessary, allowable under the cost principles, and allocable to the award. These contributions must be made towards an eligible project cost and be an eligible source of match.

Applicants contemplating using in-kind must identify these contributions in their budget, formally document the fair market value of each in-kind contribution and ensure each one represents a cost that is otherwise eligible under the project. All valuations and in-kind plans must be pre-approved by DTR prior to any award being issued.

You should spend time reviewing the federal guidance concerning in-kind contributions if you plan to use in-kind contributions as a source of local match. If you have any questions about whether or not a contributed good or service is an eligible source of local match on this project, please reach out to your DTR Project Manager.

Will you be using in-kind contribution(s) as a source of local match for this project?

No.

Indirect Cost Rate

Do you plan to charge an indirect cost rate or use a cost allocation plan for this project?:

No.

Attachments

Be sure to attach all required and relevant supporting documentation, including, but not limited to:

- *Documentation supporting project/service need*
- *Documentation supporting financial need*
- *Project implementation plans*
- *Proof of local match*
- *Support letters*

MEETING DATE: July 22, 2025

STAFF PERSON RESPONSIBLE: Ryan Arthur, Community Programs Coordinator

DESCRIPTION: 2025-2026 Denver Regional Council of Governments Federal Transit Administration 5310 Grant Contract in the Amount of $270,747.00 with a Required Local Contribution of $67,687.00 for a Project Total of $338,434.00.

SUMMARY: The request is for approval of the 2025-2026 Denver Regional Council of Governments (DRCOG) Federal Transit Administration (FTA) 5310 contract EX25019 in the amount of $270,747 to enhance mobility of older adults and individuals with disabilities. A county contribution of $67,687 is required for a project total of $338,434. The term of the contract is through June 30, 2026.

RECOMMENDED ACTION: Staff recommends approval of the 2025-2026 DRCOG FTA 5310 contract EX25019 in the amount of $338,434 as it complies with all federal, state, and county approval standards and polices.

REVIEW:

Jennifer Eby	Approve	7/10/2025
Jeff Garcia	Approve	7/14/2025
Andrew Copland	Approve	7/18/2025
Doug DeBord	Approve	7/18/2025
Jennifer Eby - FYI	Notified - FYI	7/18/2025

ATTACHMENTS:

2025 DRCOG FTA 5310 Contract Staff Report

DOUGLAS COUNTY
COLORADO

Grant Contract Staff Report

Date:	July 9, 2025
To:	Douglas County Board of County Commissioners
Through:	Douglas J. DeBord, County Manager
From:	Jennifer L. Eby, AICP, Director of Community Services
CC:	Ryan J. Arthur, Community Programs Coordinator Allison E. Cutting, Community Services Supervisor Rand M. Clark, CCAP, NCRT, Assistant Director of Community Services
Subject:	**2025-2026 Denver Regional Council of Governments Federal Transit Administration 5310 grant contract in the amount of $270,747 with a required local contribution of $67,687 for a project total of $338,434.**

Board of County Commissioners' Business Meeting **July 22, 2025 @ 1:30 p.m.**

I. EXECUTIVE SUMMARY

The request is for approval of the 2025-2026 Denver Regional Council of Governments (DRCOG) Federal Transit Administration (FTA) 5310 contract EX25019 in the amount of $270,747 to enhance mobility of older adults and individuals with disabilities. A county contribution of $67,687 is required for a project total of $338,434. The term of the contract is through June 30, 2026.

II. REQUEST

Staff requests approval of the 2025-2026 DRCOG FTA 5310 contract EX25019 in the amount of $270,747 with a required local contribution of $67,687 for a project total of $338,434.

III. BACKGROUND

At the Business Meeting on December 17, 2024, the Board of County Commissioners approved the 2025 Mobility Management grant application to DRCOG. Douglas County was notified that the application has been recommended for funding and DRCOG issued contract EX25019 in the amount of $270,747. A County contribution of $67,687 is required. This contract will serve residents in the northern portions of the County within the Denver-Aurora Urbanized Area.

IV. DISCUSSION

The County does not provide transit services directly. Instead, subgrantee agreements will be executed with local area transportation providers to provide approximately 5,216 one-way trips to enhance the mobility of older adults and people with disabilities. Douglas County transportation providers utilize multiple funding sources and volunteer drivers to leverage grant funds and keep trip costs low.

The Douglas County First Call, operated by Aging Resources of Douglas County (ARDC), is utilized to provide transit coordination with potential clients seeking information and current clients who may need additional resources. ARDC supports an average of 542 First Call requests per month.

Mobility management includes staff costs to support grant management, transit coordination, and training expenses.

The $338,434 is proposed to be allocated in the following manner:

Transportation - Trips			
Aging Resources of Douglas County	5,216	$	193,000
Sub-Total Trips	**5,216**	**$**	**193,000**
Mobility Management			
Aging Resources of Douglas County – First Call		$	16,120
Mobility Management		$	61,627
Sub Total of Requested Funds		**$**	**270,747**
Required Local Contribution			
DRCOG OAA Transportation Funds		$	67,687
Sub Total of Match Funds		**$**	**67,687**
Project Total		**$**	**338,434**

The required local contribution will be met through DRCOG Older Americans Act (OAA) funded grant match.

V. RECOMMENDED ACTION

Staff recommends approval of the 2025-2026 DRCOG FTA 5310 contract EX25019 in the amount of $338,434 as it complies with all federal, state, and county approval standards and polices.

ATTACHMENTS **PAGE**

2025-2026 DRCOG FTA 5310 contract EX25019 3

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Contract by and between the

Denver Regional Council of Governments

1001 17th Street, Suite 700
Denver, Colorado 80202
("DRCOG")

and

DOUGLAS COUNTY GOVERNMENT

100 Third Street
Castle Rock, Colorado 80104
("CONTRACTOR")

for

Services

Project Number 402025 **Contract Number: EX25019**

Recitals:

A. DRCOG is a designated recipient of Federal Transit Administration (FTA) funds under Section 5310 Enhanced Mobility of Seniors and Individuals with Disabilities, which aims to improve mobility for seniors and individuals with disabilities by removing barriers to transportation service and expanding transportation mobility options.
B. Contractor has submitted a proposal requesting Section 5310 funds to perform the tasks and activities described in ***Exhibit A***.
C. DRCOG is willing to make Section 5310 funds available to Contractor in accordance with the terms and conditions of this Contract.

NOW THEREFORE, the parties hereto mutually agree as follows:

1. Scope of work

1.1 Performance of work

Contractor agrees to perform for DRCOG all of the tasks and activities set forth in ***Exhibit A*** attached hereto and incorporated herein by reference (hereinafter the "Work").

1.2 Assurances

In addition to all other obligations contained herein, Contractor agrees: (a) to accurately proceed with diligence and promptness and to perform the Work in accordance with the highest professional workmanship and service standards in the field to the satisfaction of DRCOG; (b) to produce Work that is free from any material errors or omissions; and (c) to comply, at its own expense, with the provisions of all state, local and federal laws, regulations, ordinances,

requirements and codes which are applicable to the performance of the Work hereunder or to Contractor as an employer.

2. Application of federal requirements

2.1 FTA Master agreement

FTA Master Agreement. Contractor understands and agrees that its receipt of Section 5310 funds is contingent and conditioned on its compliance with the terms and conditions of the federal award as set forth in the FTA Master Agreement, as amended from time to time. The terms and conditions of the FTA Master Agreement are hereby incorporated herein and made a part hereof for all purposes as if fully set out. Any conflict between this agreement and the FTA Master Agreement shall be resolved in favor of the FTA Master Agreement. Any violation of a Federal requirement by the Contractor can result in an enforcement action undertaken by FTA and termination of this Contract by DRCOG and/or FTA. The current version of the FTA Master Agreement is available at: https://www.transit.dot.gov/funding/grantee-resources/sample-fta-agreements/fta-grant-agreements

2.2 Compliance

Contractor shall at all times during the term of this Contract strictly adhere to, and comply with, all applicable federal and state laws and their implementing regulations, as they currently exist and may hereafter be amended, which are incorporated herein by this reference as terms and conditions of this Contract. Contractor shall also require compliance with these statutes and regulations in subcontracts. Without limiting the foregoing, Contractor shall comply with all applicable laws set forth in ***Exhibit B***, attached hereto and incorporated herein by reference.

2.3 Funding contingency

Contractor understands and agrees that should the FTA disapprove this Contract or refuse or fail to make the grant to DRCOG as contemplated by this Contract, then this Contract shall be void and shall not be binding on any parties hereto. DRCOG is not responsible for providing any funding to substitute for the federal funds in the event the grant is withdrawn or not provided for any reason.

3. Time of performance

The term of this Agreement shall commence upon execution and shall end June 30, 2026. No work shall commence and no reimbursable costs shall be incurred prior to the execution of this Agreement, as reflected by the execution date herein.

4. Payment terms

4.1 Maximum amount

The total cost of the Agreement shall not exceed Two Hundred Seventy Thousand Seven Hundred Forty-Seven Dollars ($270,747.00). The foregoing amounts of compensation shall be inclusive of all costs of whatsoever nature associated with the Contractor's efforts, including but not limited to salaries, benefits, overhead, administration, profits, and expenses.

4.2 Local match

Contractor is responsible for providing local matching funds in the amount of Sixty-Seven Thousand Six Hundred Eighty-Seven ($67,687.00).

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4.3 Allowable costs

Contractor shall only be reimbursed for costs incurred for the performance of this Contract which are determined by DRCOG to be allowable, allocable, and reasonable in accordance with the following cost principles:

(a) Be in conformance with the Scope of Work, the approved budget and all other terms of this Agreement;

(b) Be necessary to accomplish the Work;

(c) Be reasonable for the goods or services purchased;

(d) Be the actual net costs to the Contractor;

(e) Be incurred for Work performed after the effective date of this Contract;

(f) Be satisfactorily documented;

(g) Be eligible for federal participation under federal laws, regulations or directives;

(h) Be consistent with federally approved accounting principles and procedures, including requirements for indirect costs, in compliance, consistent with U.S. Department of Transportation regulations, “Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards,” 2 CFR Part 1201, which incorporates by reference U.S. OMB regulatory guidance, “Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards,” 2 CFR Part 200; and

(i) Be in compliance with the Master Agreement and any amendments thereto.

4.4 Erroneous payments

Incorrect payments to the Contractor due to omission, error, fraud, or defalcation shall be recovered from the Contractor by deduction from subsequent payments under this Contract or other contracts between DRCOG and Contractor, to the extent permitted by federal and state law, or shall be reimbursement by Contractor to DRCOG upon demand.

5. Insurance and indemnification

5.1 Coverage amounts

Contractor shall procure and maintain, and shall cause each subcontractor of Contractor to procure and maintain the minimum insurance coverages listed below. All coverages shall be continuously maintained to cover all liability, claims, demands, and other obligations assumed by Contractor pursuant to this Contract. In the case of any claims-made policy, the necessary retroactive dates and extended reporting periods shall be procured by Contractor to maintain such continuous coverage.

(a) Workers’ Compensation in statutory limits.

(b) Employer's Liability Insurance: $100,000/each accident, $500,000/ disease - policy limit, and $100,000/disease - each employee.

(c) Commercial General Liability Insurance: $1,000,000/Occurrence.

(d) Automobile Liability or Hired & Non-Owned Vehicle Liability Insurance: $1,000,000/each accident.

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5.2 Additional insured

DRCOG, its officers and employees shall be named as additional insured for the Contractor's General and Automobile Liability policy under sections Certificate Holder and Description of Operations. In addition, the term of the Contract and the Contract number must be outlined under the Description of Operations.

5.3 Coverage requirements

All coverages shall be continuously maintained from the date of commencement of services hereunder, and in the case of any claims-made policy, the necessary retroactive dates and extended reporting periods shall be procured by Contractor so as to maintain such continuous coverage. Contractor shall not be relieved of any liability, claims, demands, or other obligations assumed pursuant to this Contract by reason of its failure to procure or maintain insurance, or by reason of its failure to procure or maintain insurance in sufficient amounts, durations, or types. All insurance policies required hereunder shall include clauses stating that each carrier shall waive all rights of recovery, under subrogation or otherwise, against DRCOG, its officers, agents, employees and volunteers.

5.4 Cancellation

The insurance shall include provisions preventing cancellation without 30 days prior notice to DRCOG by certified mail.

5.5 Certificates of insurance

Contractor shall provide certificates showing adequate insurance coverage as required by this Section to DRCOG with the signed Contract. No later than 15 days prior to the expiration date of any such coverage, Contractor shall deliver to DRCOG certificates of insurance evidencing renewals thereof. Upon request by DRCOG at any other time during the term of this Contract, Contractor shall within 10 days of such request supply to DRCOG evidence satisfactory to DRCOG of compliance with the provisions of this Section. Contractor shall provide certificates for its subcontractors immediately upon request by DRCOG.

5.6 Indemnification

To the extent permitted by law, Contractor expressly agrees to indemnify and hold harmless DRCOG, its officers and employees from any and all claims, damages, liability, or court awards including attorney's fees that are or may be awarded as a result of any loss, injury or damage sustained or claimed to have been sustained by anyone, including, but not limited to, any person, firm, partnership, or corporation, to the extent caused by the negligent acts, errors or omissions of Contractor or any of their employees, subcontractors or agents in performing work pursuant to this Agreement. In the event that any such suit or action is brought against DRCOG, DRCOG will give notice within ten (10) days thereof to Contractor. Nothing herein shall be construed or interpreted as a waiver, express or implied, of any of the immunities, rights, benefits, protection, or other provisions for the parties, of the Colorado Governmental Immunity Act, C.R.S. § 24-10-101, *et seq*.

6. Records; Inspection and audit

6.1 Records

Contractor shall maintain a complete file of all records, documents, communications, and other written materials which pertain to the Work, and shall maintain such records for a period of three

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(3) years after the date of termination of this Contract or final payment hereunder, whichever is later, or for such further period as may be necessary to resolve any matters which may be pending.

6.2 Audit by DRCOG

DRCOG reserves the right to audit the Contractor's books and records for a period of three years after the expiration or termination of this Contract in order to validate the allowability of amounts paid under this Contract. Any amounts not allowed under Federal rules shall be reimbursed by the Contractor or offset against current obligations due by DRCOG to the Contractor as permitted, to the extent permitted by federal law, at DRCOG's election. In the event this Contract is terminated, final payment to the Contractor may be withheld at the discretion of DRCOG until completion of a final audit.

6.3 Inspection

During the Contract term, the retention period and as long thereafter as the records are maintained, at any time during normal business hours, Contractor shall make available to DRCOG or its authorized representatives, any books, documents, papers or other records of the Contractor with respect to all matters covered by this Contract in order to make audit, examination, excerpts, and transcripts. Failure to make records available for inspection within 72 hours of notice shall be deemed a violation of the Contract. Contractor agrees to permit, and to require its subcontractors, to permit DRCOG to have access to the sites of performance of the Work and to make site visits as needed to ensure compliance with applicable federal regulations and this Contract.

6.4 Contractor Audit

Contractor shall ensure that an annual independent audit is conducted of the Contractor's financial records in accordance with the requirements of the Single Audit Act Amendments of 1996, 31 U.S.C. § 7501, et seq., and applicable U.S. DOT "Single Audit" requirements of 2 CFR Part 1201, which incorporate by reference 2 CFR Part 200. Contractor shall, upon request, make a copy of the audit available for review by DRCOG. Should an audit or other financial review disallow any reimbursed costs, the disallowed funds shall be returned to DRCOG or, in DRCOG's discretion and to the extent permitted by federal and state law and regulations, offset against current or future payments to Contractor. Failure to fulfill these audit obligations is a breach of this Contract and will subject Contractor to all remedies available herein and at law.

7. Debarment, suspension

By signing this Contract, the Contractor represents that its organization and its principals and employees are not suspended or debarred from receiving federal funds and there are no pending proceedings for suspension or debarment. Further, Contractor represents that it is not listed on the government-wide exclusions in the System for Award Management (SAM), in accordance with the OMB guidelines at 2 C.F.R. 180 that implement Executive Orders 12549 (31 U.S.C. § 6101 note, 51 Fed. Reg. 6370,) and 12689 (31 U.S.C. § 6101 note, 54 Fed. Reg. 34131), "Debarment and Suspension. Contractor agrees to include, a similar provision in each lower tier subcontract, ensuring that each lower tier subcontractor (i) complies with federal debarment and suspension requirements; and (ii) reviews the SAM at https://www.sam.gov, if necessary to comply with U.S. DOT regulations, 2 CFR Part 1200.

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8. Termination breach

8.1 Termination for cause

If the Contractor fails to meet performance measures set by DRCOG, fails to fulfill in a timely and proper manner its obligations under this Contract, or violates any of the covenants, agreements, or stipulations of this Contract, DRCOG shall have the right to terminate this Contract by giving written notice to the Contractor of such termination, the reasons for such termination, and specifying the effective date thereof, at least 5 days before the effective date of such termination, unless a shorter time is set forth herein for any failure to fulfill Contractor's obligations.

8.2 Termination due to loss of funding

Contractor understands and agrees that it is to be paid, reimbursed, or otherwise compensated with funds provided to DRCOG under a federal grant and that all its rights, demands, and claims to compensation arising under this Contract are contingent upon receipt of such funds by DRCOG. In the event that such funds or any part thereof are not received by DRCOG, DRCOG may immediately terminate this Contract without liability, including costs for termination.

8.3 Termination for the convenience of DRCOG

DRCOG may terminate this Contract at any time by giving written notice to the Contractor of such termination, which shall be effective upon receipt of the written notice. If the Contract is terminated by DRCOG as provided herein, the Contractor shall be entitled to receive compensation for Work performed prior to the effective date of such termination, subject to such services being completed to the satisfaction of DRCOG.

8.4 Liability

Contractor shall not be relieved of liability to DRCOG for damages sustained by DRCOG due to any breach of the Contract by the Contractor, and DRCOG may withhold any payments to the Contractor for the purpose of setoff until such time as the exact amount of damages due DRCOG from the Contractor is determined.

8.5 Remedies

If the Contractor violates or breaches terms of this Contract, DRCOG, at its discretion, may institute such administrative, contractual or legal remedies available to DRCOG as may be appropriate. DRCOG may take one or more of the following actions, as appropriate in the circumstances:

- 8.5.1 Temporarily withhold payments pending correction of deficiency by the Contractor.
- 8.5.2 Disallow all or part of the cost of the activity or action not in compliance.
- 8.5.3 Wholly or partly suspend or terminate the Contract, including suspending the Contract and services provided under the Contract pending any audit or other investigation.
- 8.5.4 Withhold further Contracts with Contractor.
- 8.5.5 Take any other remedies that may be legally available.

8.6 Correction action

If the Contractor fails to fully expend the contracted funds in a timely manner or fails to conform to the terms and conditions of this Contract, then DRCOG may, in its sole discretion and in

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addition to any other remedies it may have, require that a corrective action plan be prepared by a date specified by DRCOG and suspend payments under the Contract until Contractor prepares a corrective action plan satisfactory to DRCOG. Further, DRCOG shall have the right, upon issuance of notice to the Contractor and without necessity of an amendment, to retain and reallocate any of the funds remaining under this Contract in the event of any termination or any failure of the Contractor to provide the Work in accordance with this Contract or a corrective action plan. Nothing in this subsection shall require that DRCOG accept a corrective action plan in lieu of exercising its rights to terminate this Contract

8.7 Project material

In the event of termination, all finished or unfinished documents, data, studies, surveys, drawings, maps, models, photographs, and reports or other material prepared by the Contractor under this Contract shall, at the option of DRCOG, become its property, and the Contractor shall be entitled to receive just and equitable compensation for any satisfactory work completed on such documents and other materials.

9. Miscellaneous terms

9.1 Subcontractors

Contractor may utilize subcontractors to assist with non-specialized services as necessary to complete the Work provided that it first submits any proposed subcontractor and the description of their services to DRCOG for its written approval. DRCOG will not work directly with the subcontractors. The terms and conditions of this Contract shall flow down to all tiers of subcontractors. Contractor is responsible for ensuring its subcontractors adhere to the terms of conditions of this Contract.

9.2 Independent contractor

Contractor shall perform its duties hereunder as an independent contractor and not as an employee. Neither Contractor nor any agent or employee of Contractor shall be deemed to be an agent or employee of DRCOG. Contractor shall not have authorization, express or implied, to bind DRCOG to any agreement, liability or understanding, except as expressly set forth herein. **Contractor and its employees and agents are not entitled to unemployment insurance or workers compensation benefits through DRCOG and DRCOG shall not pay for or otherwise provide such coverage for Contractor or any of its agents or employees. Contractor shall pay when due all applicable employment taxes and income taxes and local head taxes incurred pursuant to this Contract. Contractor shall (i) provide and keep in force workers' compensation and unemployment compensation insurance in the amounts required by law, (ii) provide proof thereof when requested by DRCOG, and (iii) be solely responsible for its acts and those of its employees and agents.**

9.3 Safeguarding personally identifiable information

If Contractor will or may receive personally identifiable information (PII) under this Contract, Contractor shall comply with the obligations of a “Third-Party Service Provider” as defined in C.R.S. § 24-73-103(1)(i), including but not limited to: (a) implementation and maintenance of reasonable security procedures and practices that are appropriate to the nature of the PII disclosed to Contractor and reasonably designed to help protect PII from unauthorized access, use, modification, disclosure, or destruction; and (b) complying with the statutory duty to notify and cooperate with DRCOG in the event of a security breach that compromises personal

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information in the most expedient time and without unreasonable delay. For purpose of this Contract, “PII” shall be as defined in C.R.S. § 24-73-103(1)(g).

9.4 Litigation reporting

If Contractor is served with a pleading or other document in connection with an action before a court or other administrative decision making body, and such pleading or document relates to this Contract or may affect Contractor’s ability to perform its obligations under this Contract, Contractor shall, within 5 days after being served, notify DRCOG of such action and deliver copies of such pleading or document to DRCOG.

9.5 No third party beneficiaries

It is expressly understood and agreed that enforcement of the terms and conditions of this Contract, and all rights of action relating to such enforcement, shall be strictly reserved to DRCOG and Contractor, and nothing contained in this Contract shall give or allow any such claim or right of action by any other third party on such Agreement.

9.6 Assignment

This Contract shall not be assigned by Contractor without the prior written consent of DRCOG.

9.7 Choice of law, venue, jurisdiction

Colorado law, and rules and regulations issued pursuant thereto, shall be applied in the interpretation, execution, and enforcement of this Contract. Any provision included or incorporated herein by reference which conflicts with said laws, rules, and regulations shall be null and void. All suits or actions related to this Contract shall be filed and proceedings held in the State of Colorado and exclusive venue shall be in the City and County of Denver.

9.8 E-Verify employment eligibility

Exhibit C**,** attached hereto and incorporated herein by reference, which requires the Contactor to use the E-Verify program to verify the employment eligibility of all employees assigned to the Agreement and all new hires. If Contractor uses one or more subcontractors to provide services under the Agreement, Contractor shall include the language set forth in ***Exhibit C*** in any subcontract that is: (1) for commercial or noncommercial services or construction; (2) has a value of more than $3,000; and (3) includes work performed in the United States.

9.9 CORA disclosure

To the extent not prohibited by federal or state law, this Contract and the Work are subject to public release through the Colorado Open Records Act, CRS § 24-72-200.1, *et seq.*, as may be updated from time to time.

9.10 Colorado law for persons with disabilities

To the full extent possible, Contractor shall comply with and the Work Product provided under this Contract shall be in compliance with all applicable provisions of §§24-85-101, et seq., C.R.S., and the Accessibility Standards for Individuals with a Disability, as established by OIT pursuant to Section §24-85-103 (2.5), C.R.S. Contractor shall also comply with all State of Colorado technology standards related to technology accessibility and with Level A and Level AA of the most current version of the Web Content Accessibility Guidelines (WCAG), incorporated in the State of Colorado technology standards.

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The State may require Contractor's compliance to the State's Accessibility Standards to be determined by a third party selected by the State to attest to Contractor's Work Product and software is in compliance with §§24-85-101, et seq., C.R.S., and the Accessibility Standards for Individuals with a Disability as established by OIT pursuant to Section §24-85-103 (2.5), C.R.S.

Contractor shall indemnify, save, and hold harmless the Indemnified Parties, against any and all costs, expenses, claims, damages, liabilities, court awards and other amounts (including attorneys' fees and related costs) incurred by any of the Indemnified Parties in relation to Contractor's failure to comply with §§24-85-101, et seq., C.R.S., or the Accessibility Standards for Individuals with a Disability as established by OIT pursuant to Section §24-85-103 (2.5), C.R.S.

9.11 Exhibits

The parties agree that this Contract is also subject to the provisions set forth in ***Exhibits A, B, and C,*** attached hereto and incorporated herein by reference

9.12 Authority

The undersigned signatories of Contractor represent that they have been duly authorized to execute this Contract and have full power and authority to bind Contractor to the terms and conditions hereof, and certify that their signatures below, whether handwritten, electronic, or digital or submitted by facsimile or electronic mail are their own. Contractor further understands and agrees that no further certification authority or third-party verification is necessary to validate any signature hereto and that the lack of such certification or verification will not in any way affect the enforceability of the Contract.

IN WITNESS WHEREOF, the parties hereto have executed this Contract on the _____ day of _____, 20___.

DENVER REGIONAL COUNCIL OF GOVERNMENTS

By: _____
Douglas W. Rex
Executive Director

ATTEST:

By: _____
Jenny Hunnings
Director, Administration and Finance

DOUGLAS COUNTY GOVERNMENT

By: _____

ATTEST:

By: _____

Exhibit A: Scope of work

Agency Information

Organization Name: Douglas County Government

Doing Business As: Department of Community Development

Address: 100 Third Street Castle Rock, CO 80104

Phone: 303-814-4374

Unique Entity ID: LXE5XEA44AH6

Organization URL: https://www.douglas.co.us/

Agency Director: George Teal

Agency Director Phone: (303) 660-7401

Agency Director Email: BOCC@douglas.co.us

Approved Indirect Rate w/Base: Not Applicable

Agency Description: Douglas County's goal is quality of life for all citizens. This includes keeping people safe, ensuring access to resources and services, and supporting the most vulnerable County residents.

Project Term Date: July 1, 2025 – June 30, 2026

Primary Contact

Primary Contact Name: Allison Cutting
Primary Contact Email: acutting@douglas.co.us
Primary Contact Phone: 303-814-4374

Grant General Information

Title of Proposal: Douglas County DRCOG 5310 Mobility Management 2025-2026

Purpose

The Denver Regional Council of Governments is contracting with the provider for the services identified in this scope of work. The scope of work is generated from the proposal submitted to DRCOG the notice of funding opportunity that was issued for Federal Transit Administration Section 5310. Contractor must adhere to the information contained within the proposal that was submitted and the detailed budgets provided in DRCOG's grant management system.

Total Project Budget

Revenue Source	Amount
Total Contracted Funds	$270,747.00
Total Cash Match	$67,687.00
Total In-kind Match	$ 0.00
Total State Part E Match	$ 0.00
Total Estimated Program Income	$ 0.00
Total Revenue (Less Program Income)	**$338,434.00**

Appropriations

Service	Project Number	CFDA	Description	Amount
Mobility Management	402025	20.513	Federal Transit Administration – Section 5310	$270,747.00

Service: Mobility Management

Service Description

Douglas County uses a multifaceted approach to increase transportation options for older adults and individuals with disabilities through a strategic and collaborative program. Douglas County transportation includes a broad range of service options designed to meet the needs of older adults and people with disabilities who require various transportation services to ensure quality of life and access to employment. This program supports transportation services to meet the special needs of older adults and disabled populations in the regions of Douglas County within the Denver-Aurora UZA.

Service Budget

Revenue

Funding Source	Amount
Contracted Funds	$270,747.00
Cash Match	$67,687.00
In-kind Match	$0.00
State Part E Match	$0.00
Estimated Program Income	$0.00
Total Revenue (Less Program Income)	**$338,434.00**

Expenses

Expense Category	Amount
Personnel	$77,034.00
Travel	$0.00
Equipment	$0.00
Contractual Services	$261,400.00
Supplies	$0.00
Indirect	$0.00
Other Expenses	$0.00
Total Expenses	$**338,434.00**

Milestones

Service	Milestones	Estimated Date of Completion
Mobility Management	Service Start Date	7/1/2025
Mobility Management	Service End Date	6/30/2026
Mobility Management	Submit final Program Report	7/15/2026
Mobility Management	Submit Final Reimbursement Request	7/15/2026

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Exhibit B: Terms and conditions for Section 5310 funding

The provisions of this Exhibit are required because this Contract is funded in whole or in part by the United States Department of Transportation (USDOT), Federal Transit Administration (FTA). The requirements in this Exhibit are in addition to and, unless inconsistent and irreconcilable, do not supplant requirements found elsewhere in this Contract. If any requirement of this Exhibit is inconsistent with a provision found elsewhere in this Contract and is irreconcilable with such provision, the requirement in this Exhibit shall prevail.

Article 1 - Ethics, political activity, disqualification, and criminal activity

(a) Standards of Conduct. Contractor agrees that it will establish and maintain written Standards of Conduct covering conflicts of interest that:
   (1) Apply to the following individuals who have a present or potential financial interest, or other significant interest, such as a present or potential employment interest in the selection, award, or administration of a third party contract or subcontract: (i) Contractor's officers, employees, board members, or agents engaged in the selection, award, or administration of any subcontract; (ii) The immediate family members or partners of those listed above; and (iii) An entity or organization that employs or is about to employ any person that has a relationship with any of the individuals listed above.
   (2) Prohibit those individuals listed above from: (i) Engaging in any activities involving the Contractor's present or potential subcontractors at any tier, including selection, award, or administration of a subcontract in which the individual has a present or potential financial or other significant interest; and (ii) Accepting a gratuity, favor, or anything of monetary value from a present or potential subcontractor, unless the gift is unsolicited and has an insubstantial financial or nominal intrinsic value; and
   (3) Establish penalties, sanctions, or other disciplinary actions for violations, as permitted by state or local law or regulations, that apply to those individuals listed above.

(b) Lobbying Restrictions. Contractor agrees that it will not use federal assistance to influence any officer or employee of a federal agency, member of Congress or an employee of a member of Congress, or officer or employee of Congress on matters that involve the Contract, including any extension or modification, according to the following:
   (1) Laws, Regulations, Requirements, and Guidance. This includes: (i) The Byrd Anti-Lobbying Amendment, 31 U.S.C. § 1352, as amended; (ii) U.S. DOT regulations, "New Restrictions on Lobbying," 49 CFR Part 20, to the extent consistent with 31 U.S.C. § 1352, as amended; and (iii) Other applicable federal laws, regulations, requirements, and guidance prohibiting the use of federal assistance for any activity concerning legislation or appropriations designed to influence the U.S. Congress or a state legislature; and
   (2) Exception. If permitted by applicable federal law, regulations, requirements, or guidance, such lobbying activities described above may be undertaken through the Contractor's proper official channels.

(c) Trafficking in Persons.
   (1) Legal Authorities. Contractor agrees to comply with federal requirements and guidance, including: (i) Section 106(g) of the Trafficking Victims Protection Act of 2000 (TVPA), as amended, 22 U.S.C. § 7104(g); and (ii) The terms of this section 4(f), which have been derived from U.S. OMB regulatory guidance, "Award Term for Trafficking in Persons," 2 CFR Part 175, per U.S. OMB's direction
   (2) Provisions Applicable to Contractor. Contractor agrees to, and assures that it will: (i) Provide Information. Inform FTA immediately of any information it receives from any source alleging

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a violation of the prohibitions listed in in this Section; and (ii) Include the following provision in any subagreement it enters into with a private entity as defined above: “XXX agrees that it and its employees that participate in the Contract, may not: engage in severe forms of trafficking in persons during the period of time that the Contract is in effect, procure a commercial sex act during the period of time that the Contract is in effect, or use forced labor in the performance of the Contract or subagreements thereunder.”

(d) Federal Tax Liability and Recent Felony Convictions.
   (1) Transactions Prohibited. (i) Contractor hereby agrees and certifies that it: (A) Does not have any unpaid Federal tax liability that has been assessed, for which all judicial and administrative remedies have been exhausted or have lapsed, and that is not being paid in a timely manner pursuant to an agreement with the authority responsible for collecting the tax liability; and (B) Was not convicted of a felony criminal violation under any Federal law within the preceding 24 months.
   (2) Flow-Down. Contractor shall flow this requirement down to participants at all lower tiers, without regard to the value of any subagreement.

(e) Debarment and Suspension. Contractor agrees to the following:
   (1) It will comply with the following requirements of 2 CFR Part 180, subpart C, as adopted and supplemented by U.S. DOT regulations at 2 CFR Part 1200.
   (2) It will not enter into any “covered transaction” (as that phrase is defined at 2 CFR §§ 180.220 and 1200.220) with any subcontractor that is, or whose principal is, suspended, debarred, or otherwise excluded from participating in covered transactions, except as authorized by— (i) U.S. DOT regulations, “Nonprocurement Suspension and Debarment,” 2 CFR Part 1200; (ii) U.S. OMB regulatory guidance, “Guidelines to Agencies on Governmentwide Debarment and Suspension (Nonprocurement),” 2 CFR Part 180; and (iii) Other applicable federal laws, regulations, or requirements regarding participation with debarred or suspended contractors.
   (3) It will review the U.S. GSA “System for Award Management – Lists of Parties Excluded from Federal Procurement and Nonprocurement Programs,” if required by U.S. DOT regulations, 2 CFR Part 1200.
   (4) It will ensure that its subcontracts contain provisions necessary to flow down these suspension and debarment provisions to all lower tier covered transactions.
   (5) Contractor must not enter into a subcontract with any party listed on the governmentwide exclusions in the System for Award Management (SAM), in accordance with the OMB guidelines at 2 C.F.R. 180 that implement Executive Orders 12549 (31 U.S.C. § 6101 note, 51 Fed. Reg. 6370,) and 12689 (31 U.S.C. § 6101 note, 54 Fed. Reg. 34131), “Debarment and Suspension.” SAM Exclusions contains the names of parties debarred, suspended, or otherwise excluded by agencies, as well as parties declared ineligible under statutory or regulatory authority other than Executive Order 12549. As such, Contractor shall: (i) comply with federal debarment and suspension requirements; and (ii) reviews the SAM at https://www.sam.gov, if necessary to comply with U.S. DOT regulations, 2 CFR Part 1200.

Article 2 - Payment, audits and records

(a) Access to Records. Contractor agrees that it will and will require each of its subcontractors to provide: (1) The U.S. Secretary of Transportation and the Comptroller General of the United States, the state, or their duly authorized representatives, access to all third party contract records (at any tier) as required under 49 U.S.C. § 5325(g); and (2) Sufficient access to all third party contract records (at any tier) as needed for compliance with applicable federal laws,

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regulations, and requirements or to assure proper management of the grant as determined by FTA.

(b) Access to the Sites of Performance. Contractor agrees to permit, and to require its subcontractors, to permit FTA to have access to the sites of performance of the Work, the Contractor and to make site visits as needed in compliance with applicable federal regulations.

(c) Completion, Audit, Settlement, and Closeout.

(1) Completion. Within ninety (90) calendar days after completion or termination of the Work (or an earlier date as agreed upon by DRCOG and Contractor, the Contractor agrees to submit to DRCOG: (i) Its final Federal Financial Report, either electronically or on Federal Financial Report Standard Form 425 (SF-425); (ii) A certification of expenses incurred that implement the Contract; and (iii) The necessary audit reports of its Contract.

Article 3 – Civil rights

(a) Civil Rights Requirements Contractor agrees that it must comply with applicable federal civil rights laws, regulations, and requirements, and follow applicable federal guidance.

(b) Nondiscrimination in Federal Public Transportation Programs. Contractor agrees to, and assures that it and each subcontractor will:

(1) Prohibit discrimination based on race, color, religion, national origin, sex (including gender identity), disability, or age.

(2) Prohibit the: (i) Exclusion from participation in employment or a business opportunity for reasons identified in 49 U.S.C. § 5332; (ii) Denial of program benefits in employment or a business opportunity identified in 49 U.S.C. § 5332; or (iii) Discrimination identified in 49 U.S.C. § 5332, including discrimination in employment or a business opportunity identified in 49 U.S.C. § 5332.

(3) Follow: (i) The most recent edition of FTA Circular 4702.1, “Title VI Requirements and Guidelines for Federal Transit Administration Recipients,” to the extent consistent with applicable federal laws, regulations, requirements, and guidance; but (ii) FTA does not require an Indian Tribe to comply with FTA program specific guidelines for Title VI when administering its Underlying Agreement supported with federal assistance under the Tribal Transit Program.

(c) Nondiscrimination – Title VI of the Civil Rights Act. The Contractor agrees to, and assures that each subcontractor will:

(1) Prohibit discrimination based on race, color, or national origin,

(2) Comply with: (i) Title VI of the Civil Rights Act of 1964, as amended, 42 U.S.C. § 2000d, et seq.; (ii) U.S. DOT regulations, “Nondiscrimination in Federally-Assisted Programs of the Department of Transportation – Effectuation of Title VI of the Civil Rights Act of 1964,” 49 CFR Part 21; and (iii) Federal transit law, specifically 49 U.S.C. § 5332; and

(3) Follow: (i) The most recent edition of FTA Circular 4702.1, “Title VI Requirements and Guidelines for Federal Transit Administration Recipients,” to the extent consistent with applicable federal laws, regulations, requirements, and guidance; (ii) U.S. DOJ, “Guidelines for the enforcement of Title VI, Civil Rights Act of 1964,” 28 C.F.R. § 50.3; and (iii) All other applicable federal guidance that may be issued.

(d) Equal Employment Opportunity.

(1) Federal Requirements and Guidance. The Contractor agrees to, and assures that each subcontractor will, prohibit discrimination based on race, color, religion, sex, sexual orientation, gender identity, or national origin, and: (i) Comply with Title VII of the Civil Rights Act of 1964, as amended, 42 U.S.C. § 2000e, et seq.; (ii) Facilitate compliance with

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Executive Order No. 11246, “Equal Employment Opportunity” September 24, 1965 (42 U.S.C. § 2000e note), as amended by any later Executive Order that amends or supersedes it in part and is applicable to federal assistance programs; (iii) Comply with federal transit law, specifically 49 U.S.C. § 5332, as provided in section 12 of this Master Agreement; (iv) FTA Circular 4704.1 “Equal Employment Opportunity (EEO) Requirements and Guidelines for Federal Transit Administration Recipients;” and (v) Follow other federal guidance pertaining to EEO laws, regulations, and requirements, and prohibitions against discrimination on the basis of disability.

(2) Specifics. Contractor agrees to, and assures that each subcontractor will: (i) Affirmative Action. If required to do so by U.S. DOT regulations (49 CFR Part 21) or U.S. Department of Labor regulations (41 C.F.R. chapter 60), take affirmative action that includes, but is not limited to: (A) Recruitment advertising, recruitment, and employment; (B) Rates of pay and other forms of compensation; (C) Selection for training, including apprenticeship, and upgrading; and (D) Transfers, demotions, layoffs, and terminations; but (ii) Recognize that Title VII of the Civil Rights Act of 1964, as amended, exempts Indian Tribes under the definition of “Employer;” and

(3) Equal Employment Opportunity Requirements for Construction Activities. Comply, when undertaking “construction” as recognized by the U.S. Department of Labor (U.S. DOL), with: (i) U.S. DOL regulations, “Office of Federal Contract Compliance Programs, Equal Employment Opportunity, Department of Labor,” 41 C.F.R. chapter 60; and (ii) Executive Order No. 11246, “Equal Employment Opportunity in Federal Employment,” September 24, 1965, 42 U.S.C. § 2000e note (30 Fed. Reg. 12319, 12935), as amended by any later Executive Order that amends or supersedes it, referenced in 42 U.S.C. § 2000e note.

(e) Disadvantaged Business Enterprise. Contractor will facilitate, participation by small business concerns owned and controlled by socially and economically disadvantaged individuals, also referred to as “Disadvantaged Business Enterprises” (DBEs) as follows:

(1) Contractor agrees and agrees to obtain the agreement of each of its subcontractors to include the following assurance in every subcontract it signs: (A) Contractor and each subcontractor must not discriminate based on race, color, national origin, or sex in the award and performance of any FTA or U.S. DOT-assisted subcontract, as applicable, and the administration of its DBE program or the requirements of 49 CFR Part 26; (B) Contractor and each subcontractor must take all necessary and reasonable steps under 49 CFR Part 26 to ensure nondiscrimination in the award and administration of U.S. DOT-assisted subcontracts; (C) Failure by Contractor or any subcontractor to carry out the requirements of this subparagraph is a material breach of this Contract or any subcontract, as applicable; and (D) The following remedies, or such other remedy as DRCOG deems appropriate, include, but are not limited to, withholding monthly progress payments, assessing sanctions, liquidated damages, and/or disqualifying the Contractor or subcontractor from future bidding as non-responsible

(f) Nondiscrimination on the Basis of Sex. Contractor agrees to comply with federal prohibitions against discrimination based on sex, including: (1) Title IX of the Education Amendments of 1972, as amended, 20 U.S.C. § 1681, et seq.; (2) U.S. DOT regulations, “Nondiscrimination on the Basis of Sex in Education Programs or Activities Receiving Federal Financial Assistance,” 49 CFR Part 25; and (3) Federal transit law, specifically 49 U.S.C. § 5332.

(g) Nondiscrimination on the Basis of Age. Contractor agrees to comply with federal prohibitions against discrimination based on age, including: (1) The Age Discrimination in Employment Act, 29 U.S.C. §§ 621 – 634, which prohibits discrimination based on age; (2) U.S. Equal

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Employment Opportunity Commission (U.S. EEOC) regulations, “Age Discrimination in Employment Act,” 29 CFR Part 1625; (3) The Age Discrimination Act of 1975, as amended, 42 U.S.C. § 6101, et seq., which prohibits discrimination against individuals based on age in the administration of Programs, Projects, and related activities receiving federal assistance; (4) U.S. Health and Human Services regulations, “Nondiscrimination on the Basis of Age in Programs or Activities Receiving Federal Financial Assistance,” 45 CFR Part 90; and (5) Federal transit law, specifically 49 U.S.C. § 5332.

(h) Nondiscrimination on the Basis of Disability. Contractor agrees to comply with the following federal prohibitions against discrimination based on disability:
   (1) Federal laws, including: (i) Section 504 of the Rehabilitation Act of 1973, as amended, 29 U.S.C. § 794, which prohibits discrimination based on disability in the administration of federally assisted Programs, Projects, or activities; (ii) The Americans with Disabilities Act of 1990 (ADA), as amended, 42 U.S.C. § 12101, et seq., which requires that accessible facilities and services be made available to individuals with disabilities: (A) For FTA Recipients generally, Titles I, II, and III of the ADA apply; but (B) For Indian Tribes, Titles II and III of the ADA apply, but Title I of the ADA does not apply because it exempts Indian Tribes from the definition of “employer;” (iii) The Architectural Barriers Act of 1968, as amended, 42 U.S.C. § 4151, et seq., which requires that buildings and public accommodations be accessible to individuals with disabilities; (iv) Federal transit law, specifically 49 U.S.C. § 5332, which now includes disability as a prohibited basis for discrimination; and (v) Other applicable federal laws, regulations, and requirements pertaining to access for seniors or individuals with disabilities.
   (2) Federal regulations and guidance, including: (i) U.S. DOT regulations, “Transportation Services for Individuals with Disabilities (ADA),” 49 CFR Part 37; (ii) U.S. DOT regulations, “Nondiscrimination on the Basis of Disability in Programs and Activities Receiving or Benefiting from Federal Financial Assistance,” 49 CFR Part 27; (iii) Joint U.S. Architectural and Transportation Barriers Compliance Board (U.S. ATBCB) and U.S. DOT regulations, “Americans With Disabilities (ADA) Accessibility Specifications for Transportation Vehicles,” 36 CFR Part 1192 and 49 CFR Part 38; (iv) U.S. DOT regulations, “Transportation for Individuals with Disabilities: Passenger Vessels,” 49 CFR Part 39; (v) U.S. DOJ regulations, “Nondiscrimination on the Basis of Disability in State and Local Government Services,” 28 CFR Part 35; (vi) U.S. DOJ regulations, “Nondiscrimination on the Basis of Disability by Public Accommodations and in Commercial Facilities,” 28 CFR Part 36; (vii) U.S. EEOC, “Regulations to Implement the Equal Employment Provisions of the Americans with Disabilities Act,” 29 CFR Part 1630; (viii) U.S. Federal Communications Commission regulations, “Telecommunications Relay Services and Related Customer Premises Equipment for Persons with Disabilities,” 47 CFR Part 64, subpart F; 58 (ix) U.S. ATBCB regulations, “Electronic and Information Technology Accessibility Standards,” 36 CFR Part 1194; (x) FTA regulations, “Transportation for Elderly and Handicapped Persons,” 49 CFR Part 609; (xi) FTA Circular 4710.1, “Americans with Disabilities Act: Guidance;” and (xii) Other applicable federal civil rights and nondiscrimination regulations and guidance.

Article 4 – Employee protections

(a) Contract Work Hours and Safety Standards Act (40 U.S.C. §§ 3701 – 3708). For contracts in excess of $100,000 that involve the employment of mechanics or laborers, Contractor shall comply with 40 U.S.C. §§ 3702 and 3704, as supplemented by Department of Labor regulations (29 CFR Part 5). Under 40 U.S.C. § 3702 of the Act, each contractor must be required to

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compute the wages of every mechanic and laborer based on a standard work week of 40 hours. Work in excess of the standard work week is permissible provided that the worker is compensated at a rate of not less than one and a half times the basic rate of pay for all hours worked in excess of 40 hours in the work week. The requirements of 40 U.S.C. § 3704 are applicable to construction work and provide that no laborer or mechanic must be required to work in surroundings or under working conditions which are unsanitary, hazardous or dangerous. These requirements do not apply to the purchases of supplies or materials or articles ordinarily available on the open market, or contracts for transportation or transmission of intelligence.

(b) Awards Involving Construction. The Contractor agrees to comply and assures that each subcontractor with all federal laws, regulations, and requirements providing protections for construction employees involved in each project or related activities with federal assistance, including the:

(1) Prevailing Wage Requirements of: (i) Federal transit laws, specifically 49 U.S.C. § 5333(a), (FTA's "Davis Bacon Related Act"); (ii) The Davis-Bacon Act, 40 U.S.C. §§ 3141 – 3144, 3146, and 3147; and (iii) U.S. DOL regulations, "Labor Standards Provisions Applicable to Contracts Covering Federally Financed and Assisted Construction (also Labor Standards Provisions Applicable to Nonconstruction Contracts Subject to the Contract Work Hours and Safety Standards Act)," 29 CFR Part 5.

(2) Wage and Hour Requirements of: (i) Section 102 of the Contract Work Hours and Safety Standards Act, as amended, 40 U.S.C. § 3702, and other relevant parts of that Act, 40 U.S.C. § 3701, et seq.; and (ii) U.S. DOL regulations, "Labor Standards Provisions Applicable to Contracts Covering Federally Financed and Assisted Construction (also Labor Standards Provisions Applicable to Nonconstruction Contracts Subject to the Contract Work Hours and Safety Standards Act)," 29 CFR Part 5.

(3) "Anti-Kickback" Prohibitions of: (i) Section 1 of the Copeland "Anti-Kickback" Act, as amended, 18 U.S.C. § 874; (ii) Section 2 of the Copeland "Anti-Kickback" Act, as amended, 40 U.S.C. § 3145; and (iii) U.S. DOL regulations, "Contractors and Subcontractors on Public Building or Public Work Financed in Whole or in Part by Loans or Grants from the United States," 29 CFR Part 3. 81

(4) Construction Site Safety of: (i) Section 107 of the Contract Work Hours and Safety Standards Act, as amended, 40 U.S.C. § 3704, and other relevant parts of that Act, 40 U.S.C. § 3701, et seq.; and (ii) U.S. DOL regulations, "Recording and Reporting Occupational Injuries and Illnesses," 29 CFR Part 1904; "Occupational Safety and Health Standards," 29 CFR Part 1910; and "Safety and Health Regulations for Construction," 29 CFR Part 1926.

(c) Awards Not Involving Construction. The Contractor agrees to comply and assures that each subcontractor will comply with all federal laws, regulations, and requirements providing wage and hour protections for nonconstruction employees, including Section 102 of the Contract Work Hours and Safety Standards Act, as amended, 40 U.S.C. § 3702, and other relevant parts of that Act, 40 U.S.C. § 3701, et seq., and U.S. DOL regulations, "Labor Standards Provisions Applicable to Contracts Covering Federally Financed and Assisted Construction (also Labor Standards Provisions Applicable to Nonconstruction Contracts Subject to the Contract Work Hours and Safety Standards Act)," 29 CFR Part 5.

(d) Awards Involving Commerce. The Contractor agrees to comply and assures that each subcontractor will comply with the Fair Labor Standards Act (FLSA), 29 U.S.C. § 201, et seq. to the extent that the FLSA applies to employees performing work with federal assistance provided

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through the Contract involving commerce, and as the Federal Government otherwise determines applicable.

(e) Public Transportation Employee Protective Arrangements. As a condition of award of federal assistance appropriated or made available for FTA programs involving public transportation operations, the Contractor agrees to comply and assures that each subcontractor will comply with the following employee protective arrangements of 49 U.S.C. § 5333(b):
   (1) Special Arrangements for Underlying Agreements for Federal Assistance Authorized under 49 U.S.C. § 5310. The Contractor agrees, and assures that any subcontractor providing public transportation operations will agree, that although pursuant to 49 U.S.C. § 5310, and former 49 U.S.C. §§ 5310 or 5317, FTA has determined that it was not "necessary or appropriate" to apply the conditions of 49 U.S.C. § 5333(b) to any Contractor participating in the program to provide public transportation for seniors (elderly individuals) and individuals with disabilities, FTA reserves the right to make case-by-case determinations of the applicability of 49 U.S.C. § 5333(b) for all transfers of funding authorized under title 23, United States Code (flex funds), and make other exceptions as it deems appropriate.

Article 5 – Environmental protections

(a) General. The Contractor agrees to, and assures that its subcontractors will, comply with all applicable environmental and resource use laws, regulations, and requirements, and follow applicable guidance, now in effect or that may become effective in the future, including state and local laws, ordinances, regulations, and requirements and follow applicable guidance.

(b) National Environmental Policy Act. The Contractor agrees to, and assures that its subcontractors will:
   (1) Comply and facilitate compliance with federal laws, regulations, and requirements, including, but not limited to: (i) Federal transit laws, such as 49 U.S.C. § 5323(c)(2), and 23 U.S.C. § 139; (ii) The National Environmental Policy Act of 1969 (NEPA), as amended, 42 U.S.C. §§ 4321, et seq., as limited by 42 U.S.C. § 5159, and CEQ's implementing regulations 40 CFR Part 1500 – 1508; (iii) Joint FHWA and FTA regulations, "Environmental Impact and Related Procedures," 23 CFR Part 771 and 49 CFR Part 622; (iv) Executive Order No. 11514, as amended, "Protection and Enhancement of Environmental Quality," March 5, 1970, 42 U.S.C. § 4321 note (35 Fed. Reg. 4247); and (v) Other federal environmental protection laws, regulations, and requirements applicable to DRCOG or the Grant.
   (2) Follow the federal guidance identified herein to the extent that the guidance is consistent with applicable authorizing legislation: (i) Joint FHWA and FTA final guidance, "Interim Guidance on MAP-21 Section 1319, Accelerated Decision making in Environmental Reviews," January 14, 2013; (ii) Joint FHWA and FTA final guidance, "SAFETEA-LU Environmental Review Process (Public Law 109-59)," 71 Fed. Reg. 66576, November 15, 2006; and (iii) Other federal environmental guidance applicable to the DRCOG or the Grant.

(c) Environmental Justice. The Contractor agrees to, and assures that its subcontractors will, promote environmental justice by following:
   (1) U.S. DOT Order 5610.2(a), "Department of Transportation Updated Environmental Justice Order," 77 Fed. Reg. 27534, May 10, 2012; and
   (2) The most recent edition of FTA Circular 4703.1, "Environmental Justice Policy Guidance for Federal Transit Administration Recipients," August 15, 2012, to the extent consistent with applicable federal laws, regulations, requirements, and guidance.

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(d) Other Environmental Federal Laws. The Contractor agrees to comply or facilitate compliance, and assures that its subcontractors will comply or facilitate compliance, with all applicable federal laws, regulations, and requirements, and will follow applicable guidance, including, but not limited to, the Clean Air Act, Clean Water Act, Wild and Scenic Rivers Act of 1968, Coastal Zone Management Act of 1972, the Endangered Species Act of 1973, Magnuson Stevens Fishery Conservation and Management Act, Resource Conservation and Recovery Act, Comprehensive Environmental Response, Compensation, and Liability Act, Executive Order No. 11990 relating to "Protection of Wetlands," and Executive Order No. 11988, as amended, "Floodplain Management."

(e) Use of Certain Public Lands. The Contractor agrees to comply, and assures that its subcontractors will comply, with U.S. DOT laws, specifically 49 U.S.C. § 303 (often referred to as "section 4(f)"), and joint FHWA and FTA regulations, "Parks, Recreation Areas, Wildlife and Waterfowl Refuges, and Historic Sites," 23 CFR Part 774, and referenced in 49 CFR Part 622.

(f) Clean Air Act (42 U.S.C. §§ 7401 – 7671q.) and the Federal Water Pollution Control Act (33 U.S.C. §§ 1251 – 1388), as amended. For contracts in excess of $150,000, Contractor shall comply with all applicable standards, orders or regulations issued pursuant to the Clean Air Act (42 U.S.C. §§ 7401 – 7671q) and the Federal Water Pollution Control Act as amended (33 U.S.C. §§ 1251 – 1388). Violations must be reported to the Federal awarding agency and the Regional Office of the Environmental Protection Agency (EPA).

(g) Solid Wastes. Contractor must comply with section 6002 of the Solid Waste Disposal Act, as amended by the Resource Conservation and Recovery Act. The requirements of Section 6002 include procuring only items designated in guidelines of the Environmental Protection Agency (EPA) at 40 CFR Part 247 that contain the highest percentage of recovered materials practicable, consistent with maintaining a satisfactory level of competition, where the purchase price of the item exceeds $10,000 or the value of the quantity acquired during the preceding fiscal year exceeded $10,000; procuring solid waste management services in a manner that maximizes energy and resource recovery; and establishing an affirmative procurement program for procurement of recovered materials identified in the EPA guidelines.

Article 6 - Procurement, property and equipment standards

(a) Procurement. All procurement transactions for supplies, equipment and services shall be conducted in a manner to provide, to the maximum extent practicable, open and free competition as provided in 49 U.S.C. § 5325(a) and as determined by FTA.

(b) Use of Real Property, Equipment, and Supplies.

(1) Federal Interest. Contractor agrees that the Federal Government retains a federal interest in all real property, equipment, and supplies acquired or improved for use in connection with the Work (Project property) until, and to the extent that, the Federal Government removes its federal interest.

(2) FTA Requirements and Guidance for Use of Project Property. Contractor agrees that: (i) Satisfactory Continuing Control. It will maintain continuing control of the use of its Project property as satisfactory to FTA, which is defined as the legal assurance that Project property will remain available to be used for its originally authorized purpose throughout its useful life or until disposition. (ii) Appropriate Use. It will use its Project property for appropriate purposes (including joint development purposes as well as uses that provide program income to support public transportation) for the duration of the useful life of its Project property, which may extend beyond the duration of the Contract, and consistent with other requirements FTA may impose. (iii) Delay or Failure to Use Project Property. The Federal

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Government may require it to return the entire amount of federal assistance spent on its Project property if, during the useful life of its Project property, it has unreasonably delayed using its Project property, or failed to use its Project property. (iv) Notification. It will notify DRCOG and FTA immediately when it uses any of its Project property in a manner substantially different from the representations in its Scope of Work or other documents submitted in support of the Contract, or the requirements of the Contract, or it withdraws any of its Project property from appropriate use. (v) FTA Guidance. It will consult FTA guidance through its circulars or other written documents for ways in which FTA property requirements should be implemented. FTA guidance will apply unless FTA determines otherwise in writing.

(3) General Federal Requirements. Contractor agrees to comply with the applicable U.S. DOT property management provisions as provided in applicable U.S. DOT regulations. Contractor also agrees to follow FTA's reimbursement provisions pertaining to premature dispositions of certain equipment, as provided in the Master Agreement and FTA guidance.

(4) Maintenance. As provided in federal laws, regulations, requirements, and guidance, the Contractor agrees to maintain its Project property in good operating order, and comply with FTA regulations, "Transit Asset Management" and "National Transit Database," 49 CFR Parts 625 and 630.

(5) Property Records. Contractor agrees to keep satisfactory records of its use of its Project property, and, upon request, it will provide FTA the necessary information required to assure compliance with the Master Agreement.

(6) Incidental Use. (i) Contractor agrees that any incidental use of Project property will not exceed what is permitted under applicable federal requirements and federal guidance. (ii) As provided in 49 U.S.C. § 5323(p), it may permit nontransit public entities and private entities to have incidental use of its federally assisted alternative fueling facilities and equipment, only if: (a) The incidental use does not interfere with public transportation operations or violate the provisions of the Contract; (b) It fully recaptures all the costs related to the incidental use from any nontransit public entity or private entity that uses the alternative fueling facilities or equipment; (c) It uses revenues it receives from the incidental use in excess of costs for planning, capital, and operating expenses that are incurred in providing public transportation; and (d) Private entities pay all applicable excise taxes on fuel.

(7) Encumbrance of Project Property. Absent the express consent of the Federal Government in writing, Contractor agrees to preserve the federal interest in its Project property, and to maintain satisfactory continuing control of its Project property as follows: (i) Written Transactions. Contractor agrees that it will not execute any documents that would either adversely affect the federal interest in or impair its continuing control of the use of its Project property including, but not limited to, lease, transfer of title, lien, pledge, mortgage, encumbrance, third party contract, subagreement, grant anticipation note, alienation, innovative finance arrangements, such as a cross-border or leveraged lease, or other types of innovative financing arrangements, or any restriction, constraint, or commitment that may apply to the Project property. Upon request, the Contractor will provide a copy of any document described above to FTA. (ii) Oral Transactions. Contractor agrees it will not obligate itself in any way through an oral statement to any third party with respect to its Project property that would either adversely affect the federal interest in or impair its continuing control of the use of its Project property. (iii) Other Actions. Contractor agrees that it will not take any other action that would either adversely affect the federal interest in or impair its continuing control of the use of its Project property.

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(8) Useful Life of Project Property. Contractor agrees that: (i) Determining the Useful Life. FTA may establish the useful life of Project property; (ii) Required Use. It will use its Project property continuously and appropriately throughout the useful life of that property; (iii) Expired Useful Life. When the useful life of its Project property has expired, it will comply with FTA's disposition requirements; and (iv) Premature Withdrawal. The Federal Government retains a federal interest in the fair market value of Project property or remaining useful life in Project property calculated based on straight line depreciation (including Project equipment acquired by a state). Therefore, if the Contractor withdraws that property from public transportation use prematurely, it will notify FTA immediately when any of its Project property is prematurely withdrawn from appropriate use, whether by planned withdrawal, misuse, or casualty loss. (a) Amount of Federal Interest. The federal interest in the Contractor's or any of its subcontractors' Project property will be determined based on the ratio of the federal assistance provided for that property to the actual cost of that property. (b) Financial Commitments to the Federal Government. Except as otherwise approved in writing by the Federal Government, the Contractor agrees that if its Project property is prematurely withdrawn from appropriate use: (A) It will return an amount equal to the remaining federal interest in the withdrawn property to the Federal Government; or (B) With FTA approval, it will invest an amount equal to the remaining federal interest in the withdrawn property in other transit property eligible for federal assistance provided through the Underlying Agreement.

Article 7 – Charter service, motor carrier safety

(a) Prohibitions. The Contractor agrees that neither it nor any subcontractor will engage in charter service, except as permitted under federal transit laws, specifically 49 U.S.C. § 5323(d), (g), and (r), FTA regulations, "Charter Service," 49 CFR Part 604, any other federal Charter Service regulations, federal requirements, or federal guidance.

(b) Exceptions. Apart from exceptions to the Charter Service restrictions in FTA's Charter Service regulations, FTA has established the following additional exceptions to those restrictions:
   (1) FTA's Charter Service restrictions do not apply to equipment or facilities supported with the federal assistance appropriated or made available for 49 U.S.C. § 5310 to support a New Freedom-type Project or related activities that would have been eligible for federal assistance under repealed 49 U.S.C. § 5317 in effect in Fiscal Year 2012 or a previous fiscal year, provided the Contractor uses that federal assistance for FTA program purposes only.

(c) Violations. If Contractor or any subcontractor engages in a pattern of violations of FTA's Charter Service regulations, FTA may require corrective measures and remedies, including withholding an amount of federal assistance as provided in FTA's Charter Service regulations, 49 CFR Part 604, appendix D, or barring it or a subcontractor from receiving federal assistance provided in 49 U.S.C. chapter 53, 23 U.S.C. § 133, or 23 U.S.C. § 142.

(d) Financial Responsibility. The Contractor agrees to comply and assures that its subcontractor will comply with the economic and insurance registration requirements of the:
   (1) U.S. Federal Motor Carrier Safety Administration (U.S. FMCSA) regulations, "Minimum Levels of Financial Responsibility for Motor Carriers," 49 CFR Part 387, if it is engaged in operations requiring compliance with 49 CFR Part 387, it is engaged in interstate commerce, and it is not within a defined commercial zone; and
   (2) The provisions of 49 U.S.C. § 31138(e)(4), which supersede inconsistent provisions of 49 CFR Part 387, and reduce the amount of insurance the Contractor must obtain to the highest amount required by any state in which the public transportation provider operates, if

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it operates within a public transportation service area located in more than one state, and receives federal assistance under 49 U.S.C. §§ 5307, 5310, and 5311.

(e) U.S. FMCSA Requirements. The Contractor agrees to comply and assures that its subcontractors will comply with: (1) The safety requirements of U.S. FMCSA regulations, "Federal Motor Carrier Safety Regulations," 49 CFR Parts 390 – 397, to the extent applicable; and (2) The driver's license requirements of U.S. FMCSA regulations, "Commercial Driver's License Standards, Requirements, and Penalties," 49 CFR Part 383, 90 and "State Compliance with Commercial Driver's License," 49 CFR Part 384, to the extent applicable, with the substance abuse requirements and guidance of U.S. FMCSA's regulations, "Controlled Substances and Alcohol Use and Testing," 49 CFR Part 382, and implementing federal guidance, to the extent applicable.

(f) Alcohol Misuse and Prohibited Drug Use.
   (1) Requirements. The Contractor agrees to comply and assures that its subcontractors will comply with: (i) Federal transit laws, specifically 49 U.S.C. § 5331; (ii) FTA regulations, "Prevention of Alcohol Misuse and Prohibited Drug Use in Transit Operations," 49 CFR Part 655; and (iii) Applicable provisions of U.S. DOT regulations, "Procedures for Transportation Workplace Drug and Alcohol Testing Programs," 49 CFR Part 40.
   (2) Remedies for Non-Compliance. If FTA determines that the Contractor or subcontractor receiving federal assistance under 49 U.S.C. chapter 53 is not in compliance with 49 CFR Part 655, the Federal Transit Administrator may bar that Contractor or subcontractor from receiving all or a portion of the federal transit assistance for public transportation it would otherwise receive.

Article 8 – Disputes, breaches, defaults, and litigation

(a) FTA Interest. FTA has a vested interest in the settlement of any violation of federal law, regulation, or requirement, or any disagreement involving the Contract including, but not limited to, a default, breach, major dispute, or litigation, and FTA reserves the right to concur in any settlement or compromise.

(b) Notification to FTA; Flow Down Requirement. If a current or prospective legal matter that may affect the Federal Government emerges, the Contractor must promptly notify the FTA Chief Counsel and FTA Regional Counsel for the Region in which the Contractor is located. The Contractor must include a similar notification requirement in its subcontracts and must require each subcontractor to include an equivalent provision in its subcontracts at every tier, for any agreement that is a "covered transaction" according to 2 C.F.R. §§ 180.220 and 1200.220.
   (1) The types of legal matters that require notification include, but are not limited to, a major dispute, breach, default, litigation, or naming the Federal Government as a party to litigation or a legal disagreement in any forum for any reason.
   (2) Matters that may affect the Federal Government include, but are not limited to, the Federal Government's interests in the Grant or the Contract, or the Federal Government's administration or enforcement of federal laws, regulations, and requirements.

Article 9 – Miscellaneous

(a) Rights to Inventions Made Under a Contract or Agreement. If the Contract involves the performance of experimental, developmental, or research work and the Contractor wishes to enter into a contract with a small business firm or nonprofit organization regarding the

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substitution of parties, assignment or performance of experimental, developmental, or research work under that "funding agreement," the Contractor must comply with the requirements of 37 CFR Part 401, "Rights to Inventions Made by Nonprofit Organizations and Small Business Firms Under Government Grants, Contracts and Cooperative Agreements," and any implementing regulations issued by the awarding agency.

(b) Architectural Engineering and Related Services. If the Contract involves architectural engineering or related services, the Contractor agrees to comply and assures that each of its subcontractors will comply with 49 U.S.C. § 5325(b).

(c) Veterans Preference. As provided in 49 U.S.C. § 5325(k), to the extent practicable, the Contractor: (1) Will give a hiring preference to veterans, as defined in 5 U.S.C. § 2108, who have the skills and abilities required to perform construction work required under a third party contract in connection with a Capital Project supported with federal assistance appropriated or made available for 49 U.S.C. chapter 53; and (2) Will not require an employer to give a preference to any veteran over any equally qualified applicant who is a member of any racial or ethnic minority, female, an individual with a disability, or a former employee.

(d) Patent Rights. Contractor agrees that: (1) Its rights and responsibilities in any federally assisted invention, improvement, or discovery will be determined as provided in applicable federal laws, regulations, requirements, and guidance, including any waiver thereof; and (2) Unless the Federal Government determines otherwise in writing, irrespective of its status or the status of the Contractor as a large business, small business, state government, state instrumentality, local government, Indian tribe, nonprofit organization, institution of higher education, or individual, the Contractor will transmit the Federal Government's patent rights to FTA, as specified in 35 U.S.C. § 200, et seq., and U.S. Department of Commerce regulations, "Rights to Inventions Made by Nonprofit Organizations and Small Business Firms Under Government Grants, Contracts and Cooperative Agreements," 37 CFR Part 401.

(e) Rights in Data and Copyrights.

(1) Definition of "Subject Data." As used in this section, "subject data" means recorded information, whether or not copyrighted, that is delivered or specified to be delivered as required by the Contract. Examples of subject data include, but are not limited to computer software, standards, specifications, engineering drawings and associated lists, process sheets, manuals, technical reports, catalog item identifications, and related information, but do not include financial reports, cost analyses, or other similar information used for performance or administration of the Underlying Agreement.

(2) General Federal Restrictions. The following restrictions apply to all subject data first produced in the performance of the Contract: (i) Prohibitions. Contractor may not publish or reproduce any subject data, in whole, in part, or in any manner or form, or permit others to do so. (ii) Exceptions. The prohibitions do not apply to publications or reproductions for Contractor's own internal use, an institution of higher learning, the portion of subject data that the Federal Government has previously released or approved for release to the public, or the portion of data that has the Federal Government's prior written consent for release.

(3) Federal Rights in Data and Copyrights. Contractor agrees that: (i) General. It must provide a license to its subject data to the Federal Government that is royalty-free, non-exclusive, and irrevocable. The Federal Government's license must permit the Federal Government to reproduce, publish, or otherwise use the subject data or permit other entities or individuals to use the subject data provided those actions are taken for Federal Government purposes; and (ii) U.S. DOT Public Access Plan – Copyright License. Contractor grants to U.S. DOT a worldwide, non-exclusive, non-transferable, paid-up, royalty-free copyright license, including

all rights under copyright, to any and all Publications and Digital Data Sets as such terms are defined in the U.S. DOT Public Access plan, resulting from scientific research funded either fully or partially by this funding agreement. Contractor herein acknowledges that the above copyright license grant is first in time to any and all other grants of a copyright license to such Publications and/or Digital Data Sets, and that U.S. DOT shall have priority over any other claim of exclusive copyright to the same.

(f) Special Provision for Promoting Covid-19 Safety; Compliance with CDC Mask Order. (1) The Contractor agrees that it will comply, and will require all subcontractors to comply with the Centers for Disease Control and Prevention ("CDC") Order of January 29, 2021, titled Requirement for Persons to Wear Masks While on Conveyances and at Transportation Hubs ("CDC Mask Order"). One of the objectives of the CDC Mask Order is "[m]aintaining a safe and operating transportation system." Contractor agrees that it will comply, and will require all subcontractors to comply, with the CDC Mask Order. (2) Enforcement for non-compliance. The Contractor agrees that FTA may take enforcement action for non-compliance with the CDC Mask Order, including: (i) Enforcement actions authorized by 49 U.S.C. § 5329(g); (ii) Referring the Contractor to the CDC or other Federal authority for enforcement action; (iii) Enforcement actions authorized by 2 CFR §§ 200.339 – .340; and (iv) Any other enforcement action authorized by Federal law or regulation.

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Exhibit C: E-Verify federal contractor rule employment eligibility verification

(a) Definitions. As used in this clause—

Commercially available off-the-shelf (COTS) item—

(1) Means any item of supply that is—
   i. A commercial item (as defined in paragraph (1) of the definition at 2.101);
   ii. Sold in substantial quantities in the commercial marketplace; and
   iii. Offered to the Government, without modification, in the same form in which it is sold in the commercial marketplace; and

(2) Does not include bulk cargo, as defined in section 3 of the Shipping Act of 1984 (46 U.S.C. App. 1702), such as agricultural products and petroleum products. Per 46 CFR 525.1(c)(2), "bulk cargo" means cargo that is loaded and carried in bulk onboard ship without mark or count, in a loose unpackaged form, having homogenous characteristics. Bulk cargo loaded into intermodal equipment, except LASH or Seabee barges, is subject to mark and count and, therefore, ceases to be bulk cargo.

Employee assigned to the contract means an employee who was hired after November 6, 1986, who is directly performing work, in the United States, under a contract that is required to include the clause prescribed at 22.1803. An employee is not considered to be directly performing work under a contract if the employee—

(1) Normally performs support work, such as indirect or overhead functions; and
(2) Does not perform any substantial duties applicable to the contract.

Subcontract means any contract, as defined in 2.101, entered into by a subcontractor to furnish supplies or services for performance of a prime contract or a subcontract. It includes but is not limited to purchase orders, and changes and modifications to purchase orders.

Subcontractor means any supplier, distributor, vendor, or firm that furnishes supplies or services to or for a prime Contractor or another subcontractor.

United States, as defined in 8 U.S.C. 1101(a)(38), means the 50 States, the District of Columbia, Puerto Rico, Guam, and the U.S. Virgin Islands.

(b) Enrollment and verification requirements.

(1) If the Contractor is not enrolled as a Federal Contractor in E-Verify at time of contract award, the Contractor shall—
   i. Enroll. Enroll as a Federal Contractor in the E-Verify program within 30 calendar days of contract award;
   ii. Verify all new employees. Within 90 calendar days of enrollment in the E-Verify program, begin to use E-Verify to initiate verification of employment eligibility of all new hires of the Contractor, who are working in the United States, whether or not assigned to the contract, within 3 business days after the date of hire (but see paragraph (b)(3) of this section); and
   iii. Verify employees assigned to the contract. For each employee assigned to the contract, initiate verification within 90 calendar days after date of enrollment or within 30 calendar

days of the employee's assignment to the contract, whichever date is later (but see paragraph (b)(4) of this section).

(2) If the Contractor is enrolled as a Federal Contractor in E-Verify at time of contract award, the Contractor shall use E-Verify to initiate verification of employment eligibility of—

i. All new employees.

(A) Enrolled 90 calendar days or more. The Contractor shall initiate verification of all new hires of the Contractor, who are working in the United States, whether or not assigned to the contract, within 3 business days after the date of hire (but see paragraph (b)(3) of this section); or

(B) Enrolled less than 90 calendar days. Within 90 calendar days after enrollment as a Federal Contractor in E-Verify, the Contractor shall initiate verification of all new hires of the Contractor, who are working in the United States, whether or not assigned to the contract, within 3 business days after the date of hire (but see paragraph (b)(3) of this section); or

ii. Employees assigned to the contract. For each employee assigned to the contract, the Contractor shall initiate verification within 90 calendar days after date of contract award or within 30 days after assignment to the contract, whichever date is later (but see paragraph (b)(4) of this section).

(3) If the Contractor is an institution of higher education (as defined at 20 U.S.C. 1001(a)); a State or local government or the government of a Federally recognized Indian tribe; or a surety performing under a takeover agreement entered into with a Federal agency pursuant to a performance bond, the Contractor may choose to verify only employees assigned to the contract, whether existing employees or new hires. The Contractor shall follow the applicable verification requirements at (b)(1) or (b)(2), respectively, except that any requirement for verification of new employees applies only to new employees assigned to the contract.

(4) Option to verify employment eligibility of all employees. The Contractor may elect to verify all existing employees hired after November 6, 1986, rather than just those employees assigned to the contract. The Contractor shall initiate verification for each existing employee working in the United States who was hired after November 6, 1986, within 180 calendar days of—

i. Enrollment in the E-Verify program; or

ii. Notification to E-Verify Operations of the Contractor's decision to exercise this option, using the contact information provided in the E-Verify program Memorandum of Understanding (MOU).

(5) The Contractor shall comply, for the period of performance of this contract, with the requirements of the E-Verify program MOU.

i. The Department of Homeland Security (DHS) or the Social Security Administration (SSA) may terminate the Contractor's MOU and deny access to the E-Verify system in accordance with the terms of the MOU. In such case, the Contractor will be referred to a suspension or debarment official.

ii. During the period between termination of the MOU and a decision by the suspension or debarment official whether to suspend or debar, the Contractor is excused from its obligations under paragraph (b) of this clause. If the suspension or debarment official determines not to suspend or debar the Contractor, then the Contractor must reenroll in E-Verify.

(c) Web site. Information on registration for and use of the E-Verify program can be obtained via the Internet at the Department of Homeland Security Web site: http://www.dhs.gov/E-Verify.

(d) Individuals previously verified. The Contractor is not required by this clause to perform additional employment verification using E-Verify for any employee—

(1) Whose employment eligibility was previously verified by the Contractor through the E-Verify program;
(2) Who has been granted and holds an active U.S. Government security clearance for access to confidential, secret, or top secret information in accordance with the National Industrial Security Program Operating Manual; or
(3) Who has undergone a completed background investigation and been issued credentials pursuant to Homeland Security Presidential Directive (HSPD)-12, Policy for a Common Identification Standard for Federal Employees and Contractors.

(e) Subcontracts. The Contractor shall include the requirements of this clause, including this paragraph (e) (appropriately modified for identification of the parties), in each subcontract that—

(1) Is for—(i) Commercial or noncommercial services (except for commercial services that are part of the purchase of a COTS item (or an item that would be a COTS item, but for minor modifications), performed by the COTS provider, and are normally provided for that COTS item); or (ii) Construction;
(2) Has a value of more than $3,000; and
(3) Includes work performed in the United States.

MEETING DATE: July 22, 2025

STAFF PERSON RESPONSIBLE: Brittany Cassell, Curator

DESCRIPTION: State Historical Fund Grant Agreement for Greenland Post Office Restoration in the Amount of $168,006.00 and a County Contribution of $56,003.00.

SUMMARY: The request is for approval for the County Manager to execute the attached Acknowledgement of Award Conditions and Covenant Property Protection documents.

STAFF ASSESSMENT: Staff has evaluated the State Historical Fund Grant Agreement, and the Board may authorize the County Manager to execute the document as it complies with the County approval standards and policies.

REVIEW:

Terence T Quinn - FYI	Notified - FYI	7/8/2025
Kati Carter	Approve	7/8/2025
Jeff Garcia	Approve	7/11/2025
Andrew Copland	Approve	7/15/2025
Doug DeBord	Approve	7/15/2025
Samantha Hutchison - FYI	Notified - FYI	7/15/2025

ATTACHMENTS:

Staff Report - SHF Grant Approval GPO

DOUGLAS COUNTY
COLORADO

Grant Agreement Staff Report

Date:	July 10, 2025
To:	Douglas County Board of County Commissioners
Through:	Douglas J. DeBord, County Manager
From:	Terence T. Quinn, AICP, Director of Community Development TQ
CC:	Brittany Cassell, Curator Lauren Pulver, Planning Supervisor Kati Carter, AICP, Assistant Director of Planning Resources
Subject:	**State Historical Fund Grant Agreement for Greenland Post Office Restoration in the Amount of $168,006 and a County Contribution of $56,003**

Board of County Commissioners Hearing: **July 22, 2025 @ 1:30 p.m.**

I. EXECUTIVE SUMMARY

On June 13, 2025, the History Colorado State Historical Fund (SHF) notified staff that the County will receive a grant for $168,006 to continue restoration work on the Greenland Post Office. The cash match funds were requested from the 2025 Parks, Trails, Historic Resources, and Open Space tax fund in the amount of $56,003. The total funding for the project is $224,009.00.

The County is required to execute an Acknowledgement of Award Conditions as part of the final SHF award agreement.

II. REQUEST

A. Request

Staff requests the Board of County Commissioners (Board) approval for the County Manager to execute the attached Acknowledgement of Award Conditions and Covenant Property Protection documents.

The State of Colorado requires any grantee to verify that certain performance standards will be met, such as verification that cash match funds are available, the project will meet the Secretary of the Interior's Standards, and the grantee agrees to all terms of the grant agreement. Once these documents are executed, the state will finalize the grant agreement and provide the County with a copy of the fully executed agreement.

B. Location

The property is located at 1524 E Noe Road, in the southeastern portion of Douglas County.

III. BACKGROUND

A. Background

The County was awarded a SHF grant in 2019 in the amount of $156,160, with total project funding at $208,213. The previous grant focused on foundation, floor, and wall stabilization. The grant also funded an asphalt shingle siding study. The next phase, and purpose of this application, is to continue restoration on the Greenland Post Office, specifically restoration of the windows and doors.

The post office was a significant contributor to the growth and development of the Town of Greenland from 1925 to 1959. It was a significant element of the cultural and social growth of the community, as the citizens came to the post office to catch up on the local news and learn about what was going on elsewhere in the County. The post office is located in a rural part of the County and served Greenland and several large ranches in the area.

The post office, along with its outbuildings, are some of the only remaining buildings in the Greenland Townsite that are considered to be historically significant. The Townsite was designated as a County landmark in 2011.

IV. RECOMMENDED ACTION

Staff has evaluated the SHF Grant Agreement, and the Board may authorize the County Manager to execute the document as it complies with the County approval standards and policies.

ATTACHMENTS **PAGE**

SHF Grant Acknowledgement of Award Conditions 3-4
Covenant Property Protection 5-9

Acknowledgement of Award Conditions

Project #2025-02-006
Window and Door Rehabilitation

As a grant recipient, you will enter a State of Colorado grant agreement as a state grantee. As such, there are conditions associated with a State Historical Fund grant you must accept prior to us creating your grant award contract.

1. Read all statements below and initial each statement. **Check marks are not accepted.**
2. Obtain the signature of the **authorized officer** for your organization.
3. Write in the date the letter was signed by the appropriate authorized officer.
4. Print the name and title of the appropriate authorized officer.

My organization is ready to Go Under Contract with the State Historical Fund, and I confirm the following:

_____ I understand and accept my organization will enter into a grant agreement with the State of Colorado. My organization will be responsible for meeting the terms of the grant agreement, and will not “pass through” fiscal or project responsibility to another organization.

_____ I understand and accept that no work may start, no supplies purchased, and no contracts with contractors or consultants may be signed until I have a fully executed grant contract from the State. Any costs incurred before the grant contract start date will be ineligible toward the project.

_____ I understand and accept that State grant agreements contain non-negotiable terms. I have reviewed the enclosed grant template, and my organization agrees with those terms.

_____ I understand and accept that my organization is solely responsible for determining if my cash match sources are eligible for use with State Historical Fund grant programs.

_____ I understand and accept that my organization must adhere to all program policies, state regulations, provisions, and laws.

_____ I understand and accept that my organization will work in partnership with the State Historical Fund to meet the Secretary of the Interior’s Standards and Guidelines for Archaeology and Historic Preservation. I will comply with review expectations, and will refrain from carrying out work until I have the approval of my State Historical Fund Resource Specialist to proceed. For archaeology and survey projects, I will adhere to the current Colorado Cultural Resource Manual. (See Program Guidebook pages 5 and 25, *Secretary of the Interior Standards* section and *Survey Manual* link)

_____ I understand and accept State funds will only pay for work that takes place within the grant agreement period.

____ I understand and accept all project expenses must be associated with one of the task items in the Grant Agreement Exhibit B: Budget and reported as such. (See Program Guidebook 34 and 37, *Grant Award/Agreement Document* and *Payment Review Process* sections)

____ I understand and accept project cost savings will be shared with State Historical Fund based on the percentage shown in Exhibit B: Budget. (See Program Guidebook page 34, *Grant Award/Agreement Document* section)

_____ I understand and accept I am required to provide documentation of grant administration and indirect expenditures with time sheets and rates, and clear calculations. (See Program Guidebook page 36, *Supporting Documentation* section)

_____ I understand and accept my organization and the property owner, if applicable, cannot have or enter into a relationship that may result in an actual or perceived conflict of interest, nor use funds in a manner that may result in an actual or perceived conflict of interest. (See Program Guidebook page 41, *Conflict of Interest* section)

_____ The full cash match balance of $56,003 is now readily available and in-hand in a bank account. (See Program Guidebook page 6, *Cash Match* section)

_____ I understand and accept the property protection contained in Exhibit E: Property Protection (enclosed) and have signed (and notarized, if applicable) Exhibit E. (See Program Guidebook page 8, *Property Protections* section)

Please be advised that the State Historical Fund processes grant agreements in the order that the required information is received in good order, and it can take up to 6 weeks for the agreement to be executed. If you have questions or need additional information, please do not hesitate to contact our office.

Douglas County
Grant Recipient Organization

_____
Signature of Authorized Officer Date

_____
Print Name of Authorized Officer

COVENANTS

Exhibit E attached to your Award Email, must be signed, dated, and Notarized by the property owner and mailed back to the State Historical Fund before your project can go under contract.

Grant recipients receiving cumulative grant awards over $25,000 are required to sign a property protection exhibit that includes language requiring that changes to the property made during the covenant period must first be reviewed and approved by the State Historical Fund, Colorado Historical Society. This award feature is known as a *covenant*. It is recorded with the local county, runs with the land, and binds current and future owners for 10 - 20 years, depending on the cumulative dollar amount of SHF grants awarded to the property.

Within sixty (60) days of approval of your Final Financial report, State Historical Fund grant staff will record the covenant with the clerk and recorder for the county in which the property is located. Recording costs are paid separately by the State Historical Fund.

If you have further questions regarding the covenant requirement for your project, please contact the State Historical Fund's Property Protection Coordinator at (303) 866-2797.

Exhibit E: Covenant Property Protection

I. Parties:

This Agreement is by and between the State of Colorado for the use and benefit of the Department of Higher Education, History Colorado, the Colorado Historical Society, 1200 Broadway, Denver, Colorado 80203 and Board of County Commissioners of Douglas County**,** Property Owner, 100 Third Street, Castle Rock, Colorado 80104.

II. Effective Date:

The effective date of this agreement is _____ and is the same effective date shown on the Cover Page for the Project #2025-02-006 Grant Agreement. The State and Property Owner shall not be bound by any provision of this Agreement before the Effective Date.

III. Property:

The real property in Douglas County which has been listed in a listing of local landmarks, as the Greenland Post Office located at 1540 Noe Road, Greenland, Colorado 80118 more particularly described as

Section 14, T10S, R67W, Block 1, Lot 10, Greenland

IV. Preservation of Property:

A. **Covenant**

The Property Owner hereby agrees to the following for a period of 20 years commencing on the effective date of this agreement.

i. Without the express written permission of History Colorado, no construction, alteration, movement, relocation or remodeling or any other activity shall be undertaken or permitted to be undertaken on the Property which would alter the architectural appearance of the Property, adversely affect the structural soundness of the Property, encroach on the open land area of the Property, or adversely affect such prominent landscape features as trees, hedges, fences, walls or paths. Such work, when permitted shall be performed according to the Secretary of the Interior's *Standards for the Treatment of Historic Properties and the Guidelines for Preserving, Rehabilitating, Restoring, and Reconstructing Historic Buildings*, issued and as may from time to time be amended by the U.S. Secretary of the Interior, hereinafter collectively referred to as the "*Standards*". In all events, the Property Owner further agrees at all times to maintain the Property in a good and sound state of repair and to maintain the Property according to the *Standards* so as to prevent deterioration of the Property.

ii. Property insurance shall be maintained covering the building, including the premises, its equipment, and owner's interest in improvements and betterments on an "all risk" basis, including where appropriate the perils of fire, flood, and earthquake. Coverage shall be written with a replacement cost valuation and

include an agreed value provision. Coverage shall also include restoration back to the original state. The deductible amount shall not exceed $25,000.

iii. In the event of severe damage or total destruction to the Property (defined, for the purpose of this provision, as sudden damage or loss caused by fire, earthquake, inclement weather, acts of the public enemy, riot or other similar casualty) not due to the fault of the Property Owner this provision shall terminate as of the date of such damage or destruction.

iv. History Colorado, or a duly appointed representative of History Colorado, shall be permitted to inspect the Property at all reasonable times in order to ascertain if the above conditions are being observed.

v. Within sixty (60) days of the completion of this Award, Property Owner covenants and agrees that History Colorado will record this Exhibit with the county clerk and recorder for the county in which the property is located. Property Owner further covenants and agrees that this Exhibit will constitute a binding covenant that will run with the land.

Signature Page

*Persons signing for Owner hereby swear and affirm that they are authorized to act on Parties' behalf and acknowledge that the State is relying on their representations to that effect.

Owner Signature

Board of County Commissioners of Douglas County

_____

*Signature of Authorized Officer for Owner

Date: _____

_____

Printed Name of Authorized Officer

_____

Title of Authorized Officer

Property Owner Notarization:

State of Colorado, Douglas County:

On this _____day of _____, _____, before me the undersigned, a Notary Public for said State, personally appeared _____, to me personally known, who stated that he/she is _____, that no seal has been procured by said entity, and that the foregoing instrument was signed on behalf of said entity by authority of its Board of County Commissioners, and that as such officer, he/she acknowledged that he/she executed the foregoing instrument as his/her voluntary act and the voluntary act of the entity.

_____

NOTARY PUBLIC

State of Colorado Signature

Jared S. Polis, Governor
History Colorado
Dawn DiPrince, President/CEO or Designee

_____
By: Dawn DiPrince, President/CEO or Designee

Date: _____

State of Colorado, City & County of Denver:

On this _____day of _____, _____, before me the undersigned, a Notary Public for said State, personally appeared **Dawn DiPrince,** to me personally known, who stated that she is **President/CEO of History Colorado**, that no seal has been procured by said organization, and that the foregoing instrument was signed on behalf of said organization by authority of its Board of Directors, and that as such officer, she acknowledged that she executed the foregoing instrument as her voluntary act and the voluntary act of the State of Colorado-Department of Higher Education, History Colorado, the Colorado Historical Society.

_____
NOTARY PUBLIC

MEETING DATE: July 22, 2025

STAFF PERSON RESPONSIBLE: Kim Smith, Community Programs Coordinator

DESCRIPTION: Memorandum of Understanding Between Douglas County and the Douglas County Community Foundation to Administer the Philip S. Miller Grant.

SUMMARY: The Board of County Commissioners (BCC) directed staff to renew the Memorandum of Understanding (MOU) transferring administration of the Philip S. Miller Grant (PSM) from Douglas County to the Douglas County Community Foundation (DCCF) for a three-year period.

RECOMMENDED ACTION: Staff recommends approval of the MOU between Douglas County and the DCCF by the BCC, transferring administration of the PSM Grant to DCCF for a three-year period as it complies with County approval standards and policies.

REVIEW:

Jennifer Eby	Approve	7/10/2025
Jeff Garcia	Approve	7/11/2025
Andrew Copland	Approve	7/17/2025
Doug DeBord	Approve	7/17/2025
Jennifer Eby - FYI	Notified - FYI	7/17/2025

ATTACHMENTS:

MOU Staff Report 07-22-25

DOUGLAS COUNTY
COLORADO

Memorandum of Understanding Staff Report

Date:	July 10, 2025
To:	Douglas County Board of County Commissioners
Through:	Douglas J. DeBord, County Manager
From:	Jennifer L. Eby, AICP, Director of Community Services
CC:	Kim Smith, Community Programs Coordinator Allison Cutting, Community Services Supervisor
Subject:	**Memorandum of Understanding between Douglas County and the Douglas County Community Foundation to administer the Philip S. Miller Grant**

Board of County Commissioners' Business Meeting **July 22, 2025 @ 1:30 p.m.**

I. EXECUTIVE SUMMARY

The Board of County Commissioners (BCC) directed staff to renew the Memorandum of Understanding (MOU) transferring administration of the Philip S. Miller Grant (PSM) from Douglas County to the Douglas County Community Foundation (DCCF) for a three-year period.

II. REQUEST

Staff requests approval of the MOU between Douglas County and the DCCF, to transfer administration of the PSM grant to the DCCF for a three-year period.

III. BACKGROUND

PSM is the legacy of Douglas County businessman and philanthropist Philip Simon Miller, and his wife, Jessie. In 1980, the Millers, having no children, established the PSM Charitable Trust (Trust) and named nine beneficiaries to receive an annual cash distribution from income generated by the Trust upon their deaths.

As one of the beneficiaries, Douglas County established the PSM Grant to administer funds received from the Trust. Throughout the years, Douglas County staff has been responsible for overseeing the grant process.

The initial request transferring administration of the PSM Grant to DCCF came from the BCC in 2022. A MOU between the two parties was signed and approved on August 23, 2022, for a three-year period, which ends this year.

DCCF has been performing the work outlined for the past three years. The BCC reviews and approves annual funding recommendations and distributes grant awards.

IV. DISCUSSION

At the May 19, 2025, Work Session, the BCC requested that staff draft another MOU transferring administration of the PSM Grant to DCCF for another three-year period.

The primary purpose of the MOU is to establish guidelines regarding the transfer of Trust funds and oversight of the grant program for a three-year period beginning with 2025 funds. The average annual PSM grant available for distribution is approximately $200,000.

Grant proposals providing services and outcomes that address self-sufficiency, at-risk youth, suicide prevention, senior programming, and gaps in medical and mental health services will continue to be prioritized at the direction of the BCC.

V. RECOMMENDED ACTION

Staff recommends approval of the MOU between Douglas County and the DCCF by the BCC, transferring administration of the PSM Grant to DCCF for a three-year period as it complies with County approval standards and policies.

ATTACHMENTS **PAGE**

Memorandum of Understanding Between Douglas County and the Douglas County Community Foundation 3

MEMORANDUM OF UNDERSTANDING
BETWEEN DOUGLAS COUNTY AND
DOUGLAS COUNTY COMMUNITY FOUNDATION

THIS MEMORANDUM OF UNDERSTANDING ("MOU") is made and entered into this _____ day of _____, 2025, by and between the **BOARD OF COUNTY COMMISSIONERS OF THE COUNTY OF DOUGLAS, STATE OF COLORADO** ("County"), and **DOUGLAS COUNTY COMMUNITY FOUNDATION**, authorized to do business in Colorado ("DCCF"). The County and DCCF are hereinafter collectively referred to as the "Parties".

RECITALS

WHEREAS, the Philip S. Miller Grant Program is the legacy of Douglas County businessman and philanthropist Philip Simon Miller and his wife Jessie. In 1980, the Millers established the Philip S. Miller Charitable Trust ("Trust"). The Millers named nine beneficiaries to receive annual cash distributions upon the Millers' deaths. The distributions would result from income generated by the Trust; and

WHEREAS, Philip S. Miller named the County as one beneficiary of the Trust distributions to be used exclusively for charitable, scientific, literary, or educational purposes; and

WHEREAS, the County has determined that partnering with DCCF to utilize its distribution from the Trust for nonprofit grant funding will meet the purpose of the Trust and effectually strengthen local nonprofit organizations and enhance the lives of Douglas County residents; and

WHEREAS, the Parties would like to formally memorialize their partnership using this MOU and agree as follows.

1. **Contribution.** The County will contribute one hundred percent (100%) of the adopted budget for the Trust distributions received on an annual basis ("Grant Funds") to DCCF commencing within the third quarter of fiscal year 2025 to fund the Philip S. Miller Grant Program ("Grant Program"). Any other provision of this MOU notwithstanding and pursuant to Section 29-1-110, C.R.S., the amount of Grant Funds appropriated for this MOU will be determined annually within the third quarter for each grant cycle. In no event shall the County be liable for payment under this MOU for any amount in excess thereof. The County is not under obligation to make any future apportionment or allocation to this MOU. Any potential expenditure for this MOU outside the current term is subject to future annual appropriation of Grant Funds for any such proposed expenditure. Any future apportionment or allocation shall only be used in furtherance of the County's objectives as outlined below.

2. **Term.** The term of this MOU shall commence July 22, 2025, and terminate on July 22, 2028. This MOU and/or any extension of its original term shall be contingent upon annual funding being appropriated, budgeted, and otherwise made available for such purposes. If in adopting the budget for the subsequent year, the County decides not to provide funding to DCCF for the Grant Program, then the County may withdraw from this MOU by written notice to DCCF.

3. **Objectives.**

a. DCCF shall deposit all Grant Funds into a designated bank account held by DCCF until awards are distributed to grant recipients. Notwithstanding anything herein to the contrary, DCCF shall at all times hold and administer the funds in accordance with the provisions of the Internal Revenue Code ("IRC") and appropriate IRC regulations, as well as DCCF's Articles of Incorporation and Bylaws ("Articles") as they now exist or may be hereafter amended.

b. DCCF shall provide grant opportunities for local nonprofit entities through a competitive grant application with thorough review and scoring process. In awarding Grant Funds, DCCF shall prioritize local nonprofit organizations proposing to provide services and outcomes that address self-sufficiency, at-risk youth, suicide prevention, senior programming, and gaps in medical and mental health services.

c. For the term of this MOU, DCCF will notify local nonprofit organizations when the Grant Program application process is open. In the third quarter of each fiscal year, DCCF will accept, review, and score all applications received. In the fourth quarter of each fiscal year, DCCF will provide recommendations to the County of which grant recipients to approve and what amount of Grant Funds to award. Approved award amounts will be provided in the form of a bank check by DCCF. The County will distribute grant awards to recipients at a Business Meeting in the fourth quarter of the year. The grant schedule may be re-configured as long as both Parties are in agreement.

d. Grant recipients may utilize Grant Funds for one year from the date of receipt. Once grant recipients have exhausted their funding, they shall report all use of their Grant Funds to DCCF. If the grant recipient does not fulfill its intended purpose with the grant funds, or fails to meet the required guidelines, then those funds must be returned to DCCF and reported to the County. DCCF shall submit an annual report to the County documenting the use of the prior year contributions of all grant recipients, due on or before August 31 of the current term.

e. The DCCF Board of Directors shall ensure that all Grant Funds are used consistent with the Trust purposes and this MOU. Grant Funds shall not be used for DCCF's administrative costs.

f. DCCF acknowledges that the County's decisions are final concerning any award of Grant Funds or reimbursement of any submittal or re-submittal and cannot be challenged or appealed in court or otherwise. DCCF hereby waives, relinquishes, and forever releases any and all claims or actions for damages, injunctive relief, and any other relief of any kind whatsoever, that it has or may have now or in the future, against the County, its commissioners, elected and appointed officials, employees, and agents, to obtain advancement or reimbursement of Grant Funds and/or expenses related to this MOU, or to obtain damages for the County's failure to advance or pay Grant Funds and/or expenses related to this MOU, or to seek any other relief that is inconsistent with this MOU.

4. **No Waiver of Governmental Immunity Act.** No term or condition of this MOU shall be construed or interpreted as a waiver, express or implied, of any of the immunities, rights,

benefits, protections, notice requirements or other provisions of the Colorado Governmental Immunity Act, C.R.S. 24-10- 101 *et seq.* as applicable now or hereafter amended.

5. **Headings; Recitals.** The headings contained in this MOU are for reference purposes only and shall not in any way affect the meaning or interpretation of this MOU. The Recitals to this MOU are incorporated herein.

IN WITNESS WHEREOF, the Parties have executed this MOU as of the above date.

DOUGLAS COUNTY COMMUNITY FOUNDATION

By:_____ Title:_____
Printed Name:_____ Date:_____

_____
ATTEST:
Signature of Notary Public Required:

STATE OF COLORADO)
) ss.
COUNTY OF _____)

The foregoing instrument was acknowledged before me this _____ day of _____, 2025, by _____.

Witness my hand and official seal

Notary Public
My commission expires: _____

BOARD OF COUNTY COMMISIONERS
OF THE COUNTY OF DOUGLAS

APPROVED AS TO CONTENT:

_____
Abe Laydon
Commissioner, Chair

_____
Douglas J. DeBord
County Manager

Date:_____

APPROVED AS TO LEGAL FORM:

_____
Arielle J. Denis
Assistant County Attorney

Date:_____

APPROVED AS TO FISCAL CONTENT:

_____
Andrew Copland
Director of Finance

Date:_____

MEETING DATE: July 22, 2025

STAFF PERSON RESPONSIBLE: Lauren Pulver, Planning Supervisor

DESCRIPTION: EdgeConneX Holdings, Inc. - Economic Development Incentive Request for a Fee Waiver in the Amount of $99,886.46, Project Number ED2025-003.

SUMMARY: The request is for a waiver of development review, permit, and inspection fees associated with the tenant finish project at 8451 Highfield Parkway.

STAFF ASSESSMENT: The Board of County Commissioners has the sole authority to waive fees.

REVIEW:

Terence T Quinn - FYI	Notified - FYI	7/15/2025
Kati Carter	Approve	7/15/2025
Jeff Garcia	Approve	7/15/2025
Doug DeBord	Approve	7/15/2025
Andrew Copland - FYI	Notified - FYI	7/15/2025
Samantha Hutchison - FYI	Notified - FYI	7/15/2025

ATTACHMENTS:

BCC Staff Report - EdgeConneX Holding Inc - ED Fee Waiver Request.pdf

DOUGLAS COUNTY
COLORADO

Fee Waiver Staff Report

Date:	July 15, 2025
To:	Douglas County Board of County Commissioners
Through:	Douglas J. DeBord, County Manager
From:	Terence T. Quinn, AICP, Director of Community Development
CC:	Lauren Pulver, Planning Resources Supervisor Kati Carter, AICP, Assistant Director of Planning Resources
Subject:	**EdgeConneX Holdings, Inc – Economic Development Incentive Request for a Fee Waiver in the Amount of $99,886.46**
Project File:	**ED2025-003**

Board of County Commissioners Meeting: **July 22, 2025 @ 1:30 p.m.**

I. EXECUTIVE SUMMARY

In support of the Board of County Commissioners' (Board) Economic Foundation Core Priority, the Board can provide tax rebates, fee waivers, and infrastructure assistance as forms of business incentives.

EdgeConneX Holdings, LLC (EdgeConneX) requests a waiver of development review, permit and inspection fees associated (use tax not included) with a tenant finish project at 8451 Highfield Parkway. The Board considered this request at a work session in 2024 and provided the attached letter of support to the company.

The total estimated amount of the fee waiver request is $99,886.46 consisting of:

- $59,884.25 - Building Services' Permit fee
- $39,777.21 - Building Services' Plan Check fee
- $225.00 - Site Improvement Plan Modification (Project file #SP2024-045) review fee

A portion of the fees were inadvertently paid in 2024 after the incentive request was supported by the Board, which will be refunded should the Board approve the fee waiver request.

II. APPLICATION INFORMATION

A. Applicant

EdgeConneX Holdings, LLC
2201 Cooperative Way, Suite 400
Herndon, VA 20171

B. Applicant's Representative

Todd Workman
EdgeConneX Holdings, LLC
2201 Cooperative Way, Suite 400
Herndon, VA 20171

C. Request

The request is for a waiver of development review, permit and inspection fees associated (use tax not included) with a tenant finish project at 8451 Highfield Parkway.

D. Project Description

EdgeConneX is an international data center solution company. They were founded in 2009 and provide data center and management services to their clients. The company has over 50 locations with operations across the world.

III. STAFF ASSESSMENT

The Board of County Commissioners has the sole authority to waive fees.

ATTACHMENTS **PAGE**

Incentive Request Letter 3
Letter of Support 5

January 2, 2024

Ms. Lauren Pulver
Planning Supervisor
Douglas County Department of Community Development
Planning Resources
100 Third St.
Castle Rock, CO 80104

Dear Ms. Pulver -

Thank you for the helpful guidance that you have provided in our recent discussions concerning the currently vacant data center at 8451 Highfield Parkway (the Site).

The Site is owned by EdgeConneX. Founded in 2009, EdgeConneX has built over 50 data centers across North America, Europe, Asia Pacific, and South America. EdgeConneX continues to move the Internet to where it is needed – into local markets across the country and around the globe.

The project under consideration would result in investment by EdgeConneX in infrastructure improvements in the range of $170 million that would enable the Site to be transformed from its current shell state into a functional data center. This investment is dependent on customer commitments to the Site.

EdgeConneX is currently in discussions with two prospective customers that have interest in the Site. One prospective customer would bring investment in computer and related equipment to the Site that is expected to be in the range of $800 million. The other customer would bring investment in computer equipment to the site in the range of $200 million. Together with the above-mentioned building infrastructure improvements, total investment at the site would be in the range of $1.2 billion.

Both prospective customers are giving consideration to sites outside of Douglas County and Colorado and are carefully evaluating the property tax and sales tax environments associated with their options. A personal property tax exemption would be very important to the financial viability of the EdgeConneX infrastructure investment and to the decision of the prospective Customers on whether or not to locate their computer equipment at the Site.

EdgeConneX and the County entered into a ten-year, 100% personal property tax rebate agreement on November 12, 2019. EdgeConneX respectfully requests either an amendment to the November 12, 2019 agreement or a revised agreement that would allow for all of its above referenced personal property investment would be eligible for the 100% rebate for the maximum available benefit period.

EdgeConneX also requests a commitment from the County that it will be willing to enter into similar rebate agreements related to customer equipment at the Site for the maximum available amount and duration allowable by the County, understanding that customers would be required to enter into their own rebate

agreements with the County. These commitments are critical to the decisions being made by the prospective customers and, hence, competitive and economic viability of the Project.

This matter is time sensitive, as we need to set reliable expectations with our prospective customers on this issue as soon as possible. I would be happy to engage in further discussions with you and your County Board of Commissioners to answer questions about the Project. I can be reached at 443-386-8328 or at todd.workman@altusgroup.com.

Thank you,
On behalf of EdgeConneX, Inc.

Todd Workman

Todd Workman
Authorized Representative

March 5, 2024

EdgeConneX Holdings, LLC
c/o Todd Workman
2201 Cooperative Way, Suite 400
Herndon, VA 20171

Dear Mr. Todd Workman:

As you may know, Douglas County has a growing and desirable reputation for being intentional and responsive in its commitment to effectively partner with the public and private sectors, keenly focused on our goal to create, and sustain a strong local and state economy. Consistent with our reputation, the Board of Douglas County Commissioners is committed to strategically investing in the foundation for a strong economy and ultimately establishing an environment in which businesses can succeed.

To that end, subject to final approval by the Board of County Commissioners, Douglas County is pleased to support the addition of two prospective businesses at the EdgeConneX site in our business community. Douglas County is willing to offer the incentives needed for successful expansion. Upon final approval by the Board of County Commissioners, those incentives may include:

- Business Personal Property Tax Rebate of 100% for up to 35 years on the new personal property at the company's facility (county's portion only).

- Waiver of development review, permit and inspection fees associated with tenant finish (use tax not included). Company or applicant should ensure they are the recipient of this incentive through arrangements with project management or construction representatives.

It is my pleasure to work with EdgeConneX. Douglas County looks forward to supporting the project through timely and efficient transition as your business expands in our County.

Sincerely,

George Teal, Chair
Douglas County Board of County Commissioners

MEETING DATE: July 22, 2025

STAFF PERSON RESPONSIBLE: Ruby Richards, Human Services Director

DESCRIPTION: Intergovernmental Agreement with Health Care Policy and Financing for Medicaid Incentives in the Amount of $160,561.15.

SUMMARY: The State Department of Health Care Policy and Financing (HCPF) requires counties to enter into an Intergovernmental Agreement (IGA) to receive earned incentives. For SFY25-26, this agreement enables the Department of Human Services (Department) to receive up to $160,561.15 in incentives for meeting established performance goals. The Department has consistently met these goals in previous years, and the resulting incentives help to offset program costs.

RECOMMENDED ACTION: Approve and sign.

REVIEW:

Ruby Richards	Approve	7/9/2025
Jeff Garcia	Approve	7/10/2025
Andrew Copland	Approve	7/11/2025
Doug DeBord	Approve	7/15/2025

ATTACHMENTS:

HCPF-County Incentives- 2025-2026

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STATE OF COLORADO INTERGOVERNMENTAL AGREEMENT

COVER PAGE

State Agency
Department of Health Care Policy and Financing

Contractor
Douglas County

Contract Number
26-198103

Contract Performance Beginning Date
The later of the Effective Date or July 1, 2025

Initial Contract Expiration Date
June 30, 2026

Contract Maximum Amount

Initial Term	
State Fiscal Year 2026:	$160,561.15
Extension Term	
State Fiscal Year 2027:	$0.00
State Fiscal Year 2028:	$0.00
State Fiscal Year 2029:	$0.00
State Fiscal Year 2030:	$0.00
Total for All State Fiscal Years:	**$160,561.15**

Contract Authority
Authority to enter into this Contract exists in C.R.S. §25.5-1-101, et. seq. and 10 CCR 2505-5 et. seq.

Contract Purpose
The purpose of this Contract is to create performance-based benchmarks and deliverables for county departments of human/social services to achieve certain performance standards related to County Administration, Medical Assistance Eligibility and cooperation with other Medical Assistance-related entities.

Exhibits and Order of Precedence
The following Exhibits and attachments are included with this Contract:

1. Exhibit A – Statement of Work
2. Exhibit B – Rates
3. Exhibit C – Terminology
4. Exhibit D – Review Sample Size Exemption Process Flow
5. Exhibit E – Small, Medium, and Large County List
6. Exhibit F – Sample Option Letter

In the event of a conflict or inconsistency between this Contract and any Exhibit or attachment, such conflict or inconsistency shall be resolved by reference to the documents in the following order of priority:

1. Colorado Special Provisions in §17 of the main body of this Contract
2. The provisions of the other sections of the main body of this Contract
3. Exhibit A – Statement of Work
4. Exhibit B – Rates
5. Exhibit D – Review Sample Size Exemption Process Flow
6. Exhibit E – Small, Medium, and Large County List
7. Exhibit C – Terminology
8. Exhibit F – Sample Option Letter

Principal Representatives

For the State:
Arturo Serrano
Health Care Policy and Financing
303 17th Ave, 11th Floor
Denver, CO 801203

For Contractor:
Douglas County
Board of County Commissioners
Ruby Richards, Human Services
4400 Castleton Ct
Castle Rock, CO 80109-7804
rarichar@douglas.co.us

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SIGNATURE PAGE

THE PARTIES HERETO HAVE EXECUTED THIS CONTRACT
Each person signing this Contract represents and warrants that he or she is duly authorized to execute this Contract and to bind the Party authorizing his or her signature.

CONTRACTOR
Douglas County
Board of County Commissioners

_____

Date: _____

2nd State or Contractor Signature if Needed

_____

Date: _____

STATE OF COLORADO
Jared S. Polis, Governor
Department of Health Care Policy and Financing
Kim Bimestefer, Executive Director

_____

Date: _____

LEGAL REVIEW
Philip J. Weiser, Attorney General

N/A
_____
By: Assistant Attorney General

Date: _____

STATE CONTROLLER
Robert Jaros, CPA, MBA, JD
Department of Health Care Policy and Financing
Jerrod Cotosman, Controller

_____

Effective Date:_____

In accordance with §24-30-202, C.R.S., this Contract is not valid until signed and dated above by the State Controller or an authrorized delegate.

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1. PARTIES

This Contract is entered into by and between Contractor named on the Cover Page for this Contract ("Contractor") and the STATE OF COLORADO acting by and through the State agency named on the Cover Page for this Contract (the "State," the "Department," or "HCPF"). Contractor and the State agree to the terms and conditions in this Contract.

2. TERM AND EFFECTIVE DATE

A. Effective Date

This Contract shall not be valid or enforceable until the Effective Date. The State shall not be bound by any provision of this Contract before the Effective Date and shall have no obligation to pay Contractor for any Work performed or expense incurred before the Effective Date or after the expiration or sooner termination of this Contract.

B. Initial Term

The Parties' respective performances under this Contract shall commence on the Contract Performance Beginning Date shown on the Cover Page for this Contract and shall terminate on the Initial Contract Expiration Date shown on the Cover Page for this Contract (the "Initial Term") unless sooner terminated or further extended in accordance with the terms of this Contract.

C. Extension Terms - State's Option

The State, at its discretion, shall have the option to extend the performance under this Contract beyond the Initial Term for a period, or for successive periods, of one year or less at the same rates and under the same terms specified in the Contract (each such period an "Extension Term"). In order to exercise this option, the State shall provide written notice to Contractor in a form substantially equivalent to the Sample Option Letter attached to this Contract. Except as stated in **§2.D**, the total duration of this Contract, including the exercise of any options to extend, shall not exceed five years from its Effective Date absent prior approval from the State Purchasing Director in accordance with the Colorado Procurement Code.

D. End of Term Extension

If this Contract approaches the end of its Initial Term, or any Extension Term then in place, the State, at its discretion, upon written notice to Contractor as provided in **§14,** may unilaterally extend such Initial Term or Extension Term for a period not to exceed two months (an "End of Term Extension"), regardless of whether additional Extension Terms are available or not. The provisions of this Contract in effect when such notice is given shall remain in effect during the End of Term Extension. The End of Term Extension shall automatically terminate upon execution of a replacement contract or modification extending the total term of this Contract.

E. Early Termination in the Public Interest

The State is entering into this Contract to serve the public interest of the State of Colorado as determined by its Governor, General Assembly, or Courts. If this Contract ceases to further the public interest of the State, the State, in its discretion, may terminate this Contract in whole or in part. A determination that this Contract should be terminated in the public interest shall not be equivalent to a State right to terminate for convenience. This subsection shall not apply to a termination of this Contract by the State for breach by Contractor, which shall be

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governed by **§12.A.i.**

i. Method and Content

The State shall notify Contractor of such termination in accordance with **§14.** The notice shall specify the effective date of the termination and whether it affects all or a portion of this Contract, and shall include, to the extent practicable, the public interest justification for the termination.

ii. Obligations and Rights

Upon receipt of a termination notice for termination in the public interest, Contractor shall be subject to the rights and obligations set forth in **§12.A.i.a**.

iii. Payments

If the State terminates this Contract in the public interest, the State shall pay Contractor an amount equal to the percentage of the total reimbursement payable under this Contract that corresponds to the percentage of Work satisfactorily completed and accepted, as determined by the State, less payments previously made. Additionally, if this Contract is less than 60% completed, as determined by the State, the State may reimburse Contractor for a portion of actual out-of-pocket expenses, not otherwise reimbursed under this Contract, incurred by Contractor which are directly attributable to the uncompleted portion of Contractor's obligations, provided that the sum of any and all reimbursement shall not exceed the maximum amount payable to Contractor hereunder.

3. DEFINITIONS

The following terms shall be construed and interpreted as follows:

A. "**Breach of Contract**" means the failure of a Party to perform any of its obligations in accordance with this Contract, in whole or in part or in a timely or satisfactory manner. If Contractor is debarred or suspended under §24-109-105, C.R.S. at any time during the term of this Contract, then such debarment or suspension shall constitute a breach.

B. "**Business Day**" means any day in which the State is open and conducting business, but shall not include Saturday, Sunday or any day on which the State observes one of the holidays listed in §24-11-101(1), C.R.S.

C. "**Chief Procurement Officer**" means the individual to whom the Executive Director has delegated his or her authority, pursuant to §24-102-202, C.R.S. to procure or supervise the procurement of all supplies and services needed by the State.

D. "**Contract**" means this agreement, including all attached Exhibits, all documents incorporated by reference, all referenced statutes, rules and cited authorities, and any future modifications thereto.

E. "**Contract Funds**" means the funds that have been appropriated, designated, encumbered, or otherwise made available for payment by the State under this Contract.

F. "**CORA**" means the Colorado Open Records Act, §§24-72-200.1, *et. seq.*, C.R.S.

G. "**Effective Date**" means the date on which this Contract is approved and signed by the Colorado State Controller or designee, as shown on the Signature Page for this Contract. If this Contract is for a Major Information Technology Project, as defined in §24-37.5-102(2.6), C.R.S., then the Effective Date of this Contract shall be the later of the date on which this

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Contract is approved and signed by the State's Chief Information Officer or authorized delegate or the date on which this Contract is approved and signed by the State Controller or authorized delegate, as shown on the Signature Page for this Contract.

H. "**End of Term Extension**" means the time period defined in **§2.D**.

I. "**Exhibits**" means the exhibits and attachments included with this Contract as shown on the Cover Page for this Contract.

J. "**Extension Term**" means the time period defined in **§2.C**

K. "**Goods**" means any movable material acquired, produced, or delivered by Contractor as set forth in this Contract and shall include any movable material acquired, produced, or delivered by Contractor in connection with the Services.

L. "**Incident**" means any accidental or deliberate event that results in or constitutes an imminent threat of the unauthorized access, loss, disclosure, modification, disruption, or destruction of any communications or information resources of the State, which are included as part of the Work, as described in §§24-37.5-401 et. seq. C.R.S. Incidents include, without limitation (i) successful attempts to gain unauthorized access to a State system or State Information regardless of where such information is located; (ii) unwanted disruption or denial of service; (iii) the unauthorized use of a State system for the processing or storage of data; or (iv) changes to State system hardware, firmware, or software characteristics without the State's knowledge, instruction, or consent.

M. **"Initial Term"** means the time period defined in **§2.B**.

N. "**Party**" means the State or Contractor, and "Parties" means both the State and Contractor.

O. "**PHI**" means any protected health information, including, without limitation any information whether oral or recorded in any form or medium: **(i)** that relates to the past, present or future physical or mental condition of an individual; the provision of health care to an individual; or the past, present or future payment for the provision of health care to an individual; and **(ii)** that identifies the individual or with respect to which there is a reasonable basis to believe the information can be used to identify the individual. PHI includes, but is not limited to, any information defined as Individually Identifiable Health Information by the federal Health Insurance Portability and Accountability Act.

P. "**PII**" means personally identifiable information including, without limitation, any information maintained by the State about an individual that can be used to distinguish or trace an individual‘s identity, such as name, social security number, date and place of birth, mother‘s maiden name, or biometric records; and any other information that is linked or linkable to an individual, such as medical, educational, financial, and employment information. PII includes, but is not limited to, all information defined as personally identifiable information in §§24-72-501 and 24-73-101, C.R.S. "PII" shall also mean "personal identifying information" as set forth at § 24-74-102, et. seq., C.R.S.

Q. "**Services**" means the services to be performed by Contractor as set forth in this Contract, and shall include any services to be rendered by Contractor in connection with the Goods.

R. "**State Confidential Information**" means any and all State Records not subject to disclosure under CORA. State Confidential Information shall include, but is not limited to, PII, PHI, and State personnel records not subject to disclosure under CORA. State Confidential Information shall not include information or data concerning individuals that is not deemed confidential but nevertheless belongs to the State, which has been communicated, furnished,

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or disclosed by the State to Contractor which (i) is subject to disclosure pursuant to CORA; (ii) is already known to Contractor without restrictions at the time of its disclosure to Contractor; (iii) is or subsequently becomes publicly available without breach of any obligation owed by Contractor to the State; (iv) is disclosed to Contractor, without confidentiality obligations, by a third party who has the right to disclose such information; or (v) was independently developed without reliance on any State Confidential Information.

S. "**State Fiscal Rules**" means the fiscal rules promulgated by the Colorado State Controller pursuant to §24-30-202(13)(a), C.R.S.

T. "**State Fiscal Year (SFY)**" means a 12-month period beginning on July 1 of each calendar year and ending on June 30 of the following calendar year. If a single calendar year follows the term, then it means the State Fiscal Year ending in that calendar year.

U. "**State Records**" means any and all State data, information, and records, regardless of physical form, including, but not limited to, information subject to disclosure under CORA.

V. "**Subcontractor**" means third-parties, if any, engaged by Contractor to aid in performance of the Work.

W. "**Work**" means the Goods delivered and Services performed pursuant to this Contract.

X. "**Work Product**" means the tangible and intangible results of the Work, whether finished or unfinished, including drafts. Work Product includes, but is not limited to, documents, text, software (including source code), research, reports, proposals, specifications, plans, notes, studies, data, images, photographs, negatives, pictures, drawings, designs, models, surveys, maps, materials, ideas, concepts, know-how, and any other results of the Work. "Work Product" does not include any material that was developed prior to the Effective Date that is used, without modification, in the performance of the Work.

Any other term used in this Contract that is defined in an Exhibit shall be construed and interpreted as defined in that Exhibit, including the terminology in Exhibit C.

4. STATEMENT OF WORK

Contractor shall complete the Work as described in this Contract and in accordance with the provisions of Exhibit A. The State shall have no liability to compensate Contractor for the delivery of any goods or the performance of any services that are not specifically set forth in this Contract.

The State, at its discretion, shall have the option to increase or decrease the statewide quantity of Goods and Services based upon rates established in this Contract, and increase the maximum amount payable accordingly. In order to exercise this option, the State shall provide written notice to Contractor in a form substantially equivalent to the Sample Option Letter attached to this contract. Delivery of Goods and performance of Services shall continue at the same rates and terms as described in this Contract.

5. PAYMENTS TO CONTRACTOR

A. Maximum Amount

Payments to Contractor are limited to the unpaid, obligated balance of the Contract Funds. The State shall not pay Contractor any amount under this Contract that exceeds the Contract Maximum for that State Fiscal Year shown on the Cover Page for this Contract.

B. Payment Procedures

i. Invoices and Payment

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a. The State shall pay Contractor in the amounts and in accordance with the schedule and other conditions set forth in Exhibit A, Statement of Work and Exhibit B, Rates.

b. Contractor shall initiate payment requests by invoice to the State, in a form and manner approved by the State.

c. The State shall pay each invoice within 45 days following the State's receipt of that invoice, so long as the amount invoiced correctly represents Work completed by Contractor and previously accepted by the State during the term that the invoice covers. If the State determines that the amount of any invoice is not correct, then Contractor shall make all changes necessary to correct that invoice.

d. The acceptance of an invoice shall not constitute acceptance of any Work performed or deliverables provided under this Contract.

ii. Interest

Amounts not paid by the State within 45 days after the State's acceptance of the invoice shall bear interest on the unpaid balance beginning on the 45th day at the rate of one percent per month, as required by §24-30-202(24)(a), C.R.S., until paid in full; provided, however, that interest shall not accrue on unpaid amounts that the State disputes in writing. Contractor shall invoice the State separately for accrued interest on delinquent amounts, and the invoice shall reference the delinquent payment, the number of day's interest to be paid and the interest rate.

iii. Payment Disputes

If Contractor disputes any calculation, determination or amount of any payment, Contractor shall notify the State in writing of its dispute within 30 days following the earlier to occur of Contractor's receipt of the payment or notification of the determination or calculation of the payment by the State. The State will review the information presented by Contractor and may make changes to its determination based on this review. The calculation, determination or payment amount that results from the State's review shall not be subject to additional dispute under this subsection. No payment subject to a dispute under this subsection shall be due until after the State has concluded its review, and the State shall not pay any interest on any amount during the period it is subject to dispute under this subsection.

iv. Available Funds-Contingency-Termination

The State is prohibited by law from making commitments beyond the term of the current State Fiscal Year. Payment to Contractor beyond the current State Fiscal Year is contingent on the appropriation and continuing availability of Contract Funds in any subsequent year (as provided in the Colorado Special Provisions). If federal funds or funds from any other non-State funds constitute all or some of the Contract Funds, the State's obligation to pay Contractor shall be contingent upon such non-State funding continuing to be made available for payment. Payments to be made pursuant to this Contract shall be made only from Contract Funds, and the State's liability for such payments shall be limited to the amount remaining of such Contract Funds. If State, federal or other funds are not appropriated, or otherwise become unavailable to fund this Contract, the State may, upon written notice, terminate this Contract, in whole or in part, without incurring further liability. The State shall, however, remain obligated to pay for Services and Goods that are delivered and accepted prior to the effective date

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of notice of termination, and this termination shall otherwise be treated as if this Contract were terminated in the public interest as described in **§2.E**.

6. REPORTING - NOTIFICATION

A. Written Reports.

In addition to any reports required pursuant to this Contract or pursuant to any other Exhibit, for any contract having a term longer than three months, Contractor shall submit, upon request of the State, a written report specifying progress made for each specified performance measure and standard in this Contract. Such progress report shall be in accordance with the procedures developed and prescribed by the State. Progress reports shall be submitted to the State not later than 5 Business Days following the State's request or at such time as otherwise specified by the State.

B. Litigation Reporting

If Contractor is served with a pleading or other document in connection with an action before a court or other administrative decision-making body, and such pleading or document relates to this Contract or may affect Contractor's ability to perform its obligations under this Contract, Contractor shall, within 10 days after being served, notify the State of such action and deliver copies of such pleading or document to the State's principal representative identified on the Cover Page of this Contract.

C. Performance Outside the State of Colorado or the United States, §24-102-206, C.R.S.

To the extent not previously disclosed in accordance with §24-102-206, C.R.S., Contractor shall provide written notice to the State, in accordance with **§14** and in a form designated by the State, within 20 days following the earlier to occur of Contractor's decision to perform Services outside of the State of Colorado or the United States, or its execution of an agreement with a Subcontractor to perform, Services outside the State of Colorado or the United States. Such notice shall specify the type of Services to be performed outside the State of Colorado or the United States and the reason why it is necessary or advantageous to perform such Services at such location or locations, and such notice shall be a public record. Knowing failure by Contractor to provide notice to the State under this section shall constitute a breach of this Contract. This section shall not apply if the Contract Funds include any federal funds.

7. CONTRACTOR RECORDS

A. Maintenance

Contractor shall maintain a file of all documents, records, communications, notes and other materials relating to the Work (the "Contractor Records"). Contractor Records shall include all documents, records, communications, notes and other materials maintained by Contractor that relate to any Work performed by Subcontractors, and Contractor shall maintain all records related to the Work performed by Subcontractors required to ensure proper performance of that Work. Contractor shall maintain Contractor Records until the last to occur of: **(i)** the date three years after the date this Contract expires or is terminated, **(ii)** final payment under this Contract is made, **(iii)** the resolution of any pending Contract matters, or **(iv)** if an audit is occurring, or Contractor has received notice that an audit is pending, the date such audit is completed and its findings have been resolved (the "Record Retention Period").

B. Inspection

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Contractor shall permit the State to audit, inspect, examine, excerpt, copy and transcribe Contractor Records during the Record Retention Period. Contractor shall make Contractor Records available during normal business hours at Contractor's office or place of business, or at other mutually agreed upon times or locations, upon no fewer than two Business Days' notice from the State, unless the State determines that a shorter period of notice, or no notice, is necessary to protect the interests of the State.

C. Monitoring

The State, in its discretion, may monitor Contractor's performance of its obligations under this Contract using procedures as determined by the State. The State shall monitor Contractor's performance in a manner that does not unduly interfere with Contractor's performance of the Work.

D. Final Audit Report

Contractor shall promptly submit to the State a copy of any final audit report of an audit performed on Contractor's records that relates to or affects this Contract or the Work, whether the audit is conducted by Contractor or a third party.

8. CONFIDENTIAL INFORMATION-STATE RECORDS

A. Confidentiality

Contractor shall keep confidential, and cause all Subcontractors to keep confidential, all State Records, unless those State Records are publicly available. Contractor shall not, without prior written approval of the State, use, publish, copy, disclose to any third party, or permit the use by any third party of any State Records, except as otherwise stated in this Contract, permitted by law or approved in Writing by the State. Contractor shall provide for the security of all State Confidential Information in accordance with all policies promulgated by the Colorado Office of Information Security and all applicable laws, rules, policies, publications, and guidelines. Contractor shall immediately forward any request or demand for State Records to the State's principal representative.

B. Other Entity Access and Nondisclosure Agreements

Contractor may provide State Records to its agents, employees, assigns and Subcontractors as necessary to perform the Work, but shall restrict access to State Confidential Information to those agents, employees, assigns and Subcontractors who require access to perform their obligations under this Contract. Contractor shall ensure all such agents, employees, assigns, and Subcontractors sign agreements containing nondisclosure provisions at least as protective as those in this Contract, and that the nondisclosure provisions are in force at all times the agent, employee, assign or Subcontractor has access to any State Confidential Information. Contractor shall provide copies of those signed nondisclosure provisions to the State upon execution of the nondisclosure provisions.

C. Use, Security, and Retention

Contractor shall use, hold and maintain State Confidential Information in compliance with any and all applicable laws and regulations in facilities located within the United States, and shall maintain a secure environment that ensures confidentiality of all State Confidential Information wherever located. Contractor shall provide the State with access, subject to Contractor's reasonable security requirements, for purposes of inspecting and monitoring access and use of State Confidential Information and evaluating security control effectiveness. Upon the expiration or termination of this Contract, Contractor shall return

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State Records provided to Contractor or destroy such State Records and certify to the State that it has done so, as directed by the State. If Contractor is prevented by law or regulation from returning or destroying State Confidential Information, Contractor warrants it will guarantee the confidentiality of, and cease to use, such State Confidential Information.

D. Incident Notice and Remediation

If Contractor becomes aware of any Incident, it shall notify the State immediately and cooperate with the State regarding recovery, remediation, and the necessity to involve law enforcement, as determined by the State. Unless Contractor can establish that none of Contractor or any of its agents, employees, assigns or Subcontractors are the cause or source of the Incident, Contractor shall be responsible for the cost of notifying each person who may have been impacted by the Incident. After an Incident, Contractor shall take steps to reduce the risk of incurring a similar type of Incident in the future as directed by the State, which may include, but is not limited to, developing and implementing a remediation plan that is approved by the State at no additional cost to the State. The State may, in its sole discretion and at Contractor's sole expense, require Contractor to engage the services of an independent, qualified, State-approved third party to conduct a security audit. Contractor shall provide the State with results of such audit and evidence of Contractor's planned remediation in response to any negative findings.

E. Data Protection and Handling

Contractor shall ensure that all State Records and Work Product in the possession of Contractor or any Subcontractors are protected and handled in accordance with the requirements of this Contract, including the requirements of any Exhibits hereto, at all times.

F. Safeguarding PII

If Contractor or any of its Subcontractors will or may receive PII under this Contract, Contractor shall provide for the security of such PII, in a manner and form acceptable to the State, including, without limitation, State non-disclosure requirements, use of appropriate technology, security practices, computer access security, data access security, data storage encryption, data transmission encryption, security inspections, and audits. Contractor shall be a "Third-Party Service Provider" as defined in §24-73-103(1)(i), C.R.S. and shall maintain security procedures and practices consistent with §§24-73-101 *et seq.*, C.R.S.

9. CONFLICTS OF INTEREST

A. Actual Conflicts of Interest

Contractor shall not engage in any business or activities or maintain any relationships that conflict in any way with the full performance of the obligations of Contractor under this Contract. Such a conflict of interest would arise when a Contractor's or Subcontractor's employee, officer or agent were to offer or provide any tangible personal benefit to an employee of the State, or any member of his or her immediate family or his or her partner, related to the award of, entry into or management or oversight of this Contract.

B. Apparent Conflicts of Interest

Contractor acknowledges that, with respect to this Contract, even the appearance of a conflict of interest shall be harmful to the State's interests. Absent the State's prior written approval, Contractor shall refrain from any practices, activities or relationships that reasonably appear to be in conflict with the full performance of Contractor's obligations under this Contract.

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C. Disclosure to the State

If a conflict or the appearance of a conflict arises, or if Contractor is uncertain whether a conflict or the appearance of a conflict has arisen, Contractor shall submit to the State a disclosure statement setting forth the relevant details for the State's consideration. Failure to promptly submit a disclosure statement or to follow the State's direction in regard to the actual or apparent conflict constitutes a breach of this Contract.

D. Acknowledgment

Contractor acknowledges that all State employees are subject to the ethical principles described in §24-18-105, C.R.S. Contractor further acknowledges that State employees may be subject to the requirements of §24-18-105, C.R.S. with regard to this Contract

10. INSURANCE

Contractor shall obtain and maintain, and ensure that each Subcontractor shall obtain and maintain, insurance as specified in this section at all times during the term of this Contract. All insurance policies required by this Contract that are not provided through self-insurance shall be issued by insurance companies as approved by the State.

A. Contractor Insurance

Contractor is a "public entity" within the meaning of the Colorado Governmental Immunity Act, §24-10-101, *et seq.*, C.R.S. (the "GIA") and shall maintain at all times during the term of this Contract such liability insurance, by commercial policy or self-insurance, as is necessary to meet its liabilities under the GIA.

B. Additional Insured

The State shall be named as additional insured on all commercial general liability policies (leases and construction contracts require additional insured coverage for completed operations) required of Contractor and Subcontractors.

C. Primacy of Coverage

Coverage required of Contractor and each Subcontractor shall be primary over any insurance or self-insurance program carried by Contractor or the State.

D. Cancellation

All commercial insurance policies shall include provisions preventing cancellation or non-renewal, except for cancellation based on non-payment of premiums, without at least 30 days prior notice to Contractor and Contractor shall forward such notice to the State in accordance with **§14** within seven days of Contractor's receipt of such notice.

E. Subrogation Waiver

All commercial insurance policies secured or maintained by Contractor or its Subcontractors in relation to this Contract shall include clauses stating that each carrier shall waive all rights of recovery under subrogation or otherwise against Contractor or the State, its agencies, institutions, organizations, officers, agents, employees, and volunteers.

F. Certificates

For each commercial insurance plan provided by Contractor under this Contract, Contractor shall provide to the State certificates evidencing Contractor's insurance coverage required in this Contract within seven Business Days following the Effective Date. Contractor shall

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provide to the State certificates evidencing Subcontractor insurance coverage required under this Contract within seven Business Days following the Effective Date, except that, if Contractor's subcontract is not in effect as of the Effective Date, Contractor shall provide to the State certificates showing Subcontractor insurance coverage required under this Contract within seven Business Days following Contractor's execution of the subcontract. No later than 15 days before the expiration date of Contractor's or any Subcontractor's coverage, Contractor shall deliver to the State certificates of insurance evidencing renewals of coverage. At any other time during the term of this Contract, upon request by the State, Contractor shall, within seven Business Days following the request by the State, supply to the State evidence satisfactory to the State of compliance with the provisions of this **§10**.

11. BREACH OF CONTRACT

In the event of a Breach of Contract, the aggrieved Party shall give written notice of breach to the other Party. If the notified Party does not cure the Breach of Contract, at its sole expense, within 30 days after the delivery of written notice, the Party may exercise any of the remedies as described in **§12** for that Party. Notwithstanding any provision of this Contract to the contrary, the State, in its discretion, need not provide notice or a cure period and may immediately terminate this Contract in whole or in part or institute any other remedy in this Contract in order to protect the public interest of the State; or if Contractor is debarred or suspended under §24-109-105, C.R.S., the State, in its discretion, need not provide notice or cure period and may terminate this Contract in whole or in part or institute any other remedy in this Contract as of the date that the debarment or suspension takes effect.

12. REMEDIES

A. State's Remedies

If Contractor is in breach under any provision of this Contract and fails to cure such breach, the State, following the notice and cure period set forth in **§11,** shall have all of the remedies listed in this section in addition to all other remedies set forth in this Contract or at law. The State may exercise any or all of the remedies available to it, in its discretion, concurrently or consecutively.

i. Termination for Breach

In the event of Contractor's uncured breach, the State may terminate this entire Contract or any part of this Contract. Contractor shall continue performance of this Contract to the extent not terminated, if any.

a. Obligations and Rights

To the extent specified in any termination notice, Contractor shall not incur further obligations or render further performance past the effective date of such notice, and shall terminate outstanding orders and subcontracts with third parties. However, Contractor shall complete and deliver to the State all Work not cancelled by the termination notice and may incur obligations as necessary to do so within this Contract's terms. At the request of the State, Contractor shall assign to the State all of Contractor's rights, title, and interest in and to such terminated orders or subcontracts. Upon termination, Contractor shall take timely, reasonable and necessary action to protect and preserve property in the possession of Contractor but in which the State has an interest. At the State's request, Contractor shall return materials owned by the State in Contractor's possession at the time of any termination. Contractor shall deliver all completed Work Product and all

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Work Product that was in the process of completion to the State at the State's request.

b. Payments

Notwithstanding anything to the contrary, the State shall only pay Contractor for accepted Work received as of the date of termination. If, after termination by the State, the State agrees that Contractor was not in breach or that Contractor's action or inaction was excusable, such termination shall be treated as a termination in the public interest, and the rights and obligations of the Parties shall be as if this Contract had been terminated in the public interest under **§2.E**.

c. Damages and Withholding

Notwithstanding any other remedial action by the State, Contractor shall remain liable to the State for any damages sustained by the State in connection with any breach by Contractor, and the State may withhold payment to Contractor for the purpose of mitigating the State's damages until such time as the exact amount of damages due to the State from Contractor is determined. The State may withhold any amount that may be due Contractor as the State deems necessary to protect the State against loss including, without limitation, loss as a result of outstanding liens and excess costs incurred by the State in procuring from third parties replacement Work as cover.

ii. Remedies Not Involving Termination

The State, in its discretion, may exercise one or more of the following additional remedies:

a. Suspend Performance

Suspend Contractor's performance with respect to all or any portion of the Work pending corrective action as specified by the State without entitling Contractor to an adjustment in price or cost or an adjustment in the performance schedule. Contractor shall promptly cease performing Work and incurring costs in accordance with the State's directive, and the State shall not be liable for costs incurred by Contractor after the suspension of performance.

b. Withhold Payment

Withhold payment to Contractor until Contractor corrects its Work.

c. Deny Payment

Deny payment for Work not performed, or that due to Contractor's actions or inactions, cannot be performed or if they were performed are reasonably of no value to the state; provided, that any denial of payment shall be equal to the value of the obligations not performed.

d. Removal

Demand immediate removal of any of Contractor's employees, agents, or Subcontractors from the Work whom the State deems incompetent, careless, insubordinate, unsuitable, or otherwise unacceptable or whose continued relation to this Contract is deemed by the State to be contrary to the public interest or the State's best interest.

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e. Intellectual Property

If any Work infringes, or if the State in its sole discretion determines that any Work is likely to infringe, a patent, copyright, trademark, trade secret or other intellectual property right, Contractor shall, as approved by the State **(i)** secure that right to use such Work for the State and Contractor; **(ii)** replace the Work with noninfringing Work or modify the Work so that it becomes noninfringing; or, **(iii)** remove any infringing Work and refund the amount paid for such Work to the State.

B. Contractor's Remedies

If the State is in breach of any provision of this Contract and does not cure such breach, Contractor, following the notice and cure period in **§11** and the dispute resolution process in **§Error! Reference source not found.** shall have all remedies available at law and equity.

13. DISPUTE RESOLUTION

A. Initial Resolution

Except as herein specifically provided otherwise, disputes concerning the performance of this Contract which cannot be resolved by the designated Contract representatives shall be referred in writing to a senior departmental management staff member designated by the State and a senior manager designated by Contractor for resolution.

B. Resolution of Controversies

If the initial resolution described in **§13.A** fails to resolve the dispute within 10 Business Days, Contractor shall submit any alleged breach of this Contract by the State to the Procurement Official of the State Agency named on the Cover Page of this Contract as described in §24-102-202(3), C.R.S. for resolution in accordance with the provisions of §§24-106-109, and 24-109-101.1 through 24-109-505, C.R.S., (the "Resolution Statutes"), except that if Contractor wishes to challenge any decision rendered by the Procurement Official, Contractor's challenge shall be an appeal to the executive director of the Department of Personnel and Administration, or their delegate, under the Resolution Statutes before Contractor pursues any further action as permitted by such statutes. Except as otherwise stated in this Section, all requirements of the Resolution Statutes shall apply including, without limitation, time limitations.

14. NOTICES AND REPRESENTATIVES

Each individual identified as a Principal Representative on the Cover Page for this Contract shall be the principal representative of the designating Party. All notices required or permitted to be given under this Contract shall be in writing, and shall be delivered **(A)** by hand with receipt required, **(B)** by certified or registered mail to such Party's principal representative at the address set forth on the Cover Page of this Contract or **(C)** as an email with read receipt requested to the principal representative at the email address, if any, set forth on the Cover Page of this Contract. If a Party delivers a notice to another through email and the email is undeliverable, then, unless the Party has been provided with an alternate email contact, the Party delivering the notice shall deliver the notice by hand with receipt required or by certified or registered mail to such Party's principal representative at the address set forth on the Cover Page for this Contract. Either Party may change its principal representative or principal representative contact information, or may designate specific other individuals to receive certain types of notices in addition to or in lieu of a principal representative by notice submitted in accordance with this section without a formal amendment to

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this Contract. Unless otherwise provided in this Contract, notices shall be effective upon delivery of the written notice.

15. RIGHTS IN WORK PRODUCT AND OTHER INFORMATION

A. Work Product

Contractor assigns to the State and its successors and assigns, the entire right, title, and interest in and to all causes of action, either in law or in equity, for past, present, or future infringement of intellectual property rights related to the Work Product and all works based on, derived from, or incorporating the Work Product. Whether or not Contractor is under contract with the State at the time, Contractor shall execute applications, assignments, and other documents, and shall render all other reasonable assistance requested by the State, to enable the State to secure patents, copyrights, licenses and other intellectual property rights related to the Work Product. To the extent that Work Product would fall under the definition of "works made for hire" under 17 U.S.C.S. §101, the Parties intend the Work Product to be a work made for hire.

B. Exclusive Property of the State

Except to the extent specifically provided elsewhere in this Contract, any pre-existing State Records, State software, research, reports, studies, photographs, negatives or other documents, drawings, models, materials, data and information shall be the exclusive property of the State (collectively, "State Materials"). Contractor shall not use, willingly allow, cause or permit Work Product or State Materials to be used for any purpose other than the performance of Contractor's obligations in this Contract without the prior written consent of the State. Upon termination of this Contract for any reason, Contractor shall provide all Work Product and State Materials to the State in a form and manner as directed by the State.

C. Exclusive Property of Contractor

Contractor retains the exclusive rights, title, and ownership to any and all pre-existing materials owned or licensed to Contractor including, but not limited to, all pre-existing software, licensed products, associated source code, machine code, text images, audio and/or video, and third-party materials, delivered by Contractor under the Contract, whether incorporated in a Deliverable or necessary to use a Deliverable (collectively, "Contractor Property"). Contractor Property shall be licensed to the State as set forth in this Contract or a State approved license agreement: **(i)** entered into as exhibits to this Contract; **(ii)** obtained by the State from the applicable third-party vendor; or **(iii)** in the case of open source software, the license terms set forth in the applicable open source license agreement.

16. GENERAL PROVISIONS

A. Assignment

Contractor's rights and obligations under this Contract are personal and may not be transferred or assigned without the prior, written consent of the State. Any attempt at assignment or transfer without such consent shall be void. Any assignment or transfer of Contractor's rights and obligations approved by the State shall be subject to the provisions of this Contract

B. Subcontracts

Contractor shall not enter into any subcontract in connection with its obligations under this contract without providing notice to the State. The State may reject any such subcontract,

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and Contractor shall terminate any subcontract that is rejected by the State and shall not allow any Subcontractor to perform any work after that Subcontractor's subcontract has been rejected by the State. Contractor shall submit to the State a copy of each such subcontract upon request by the State. All subcontracts entered into by Contractor in connection with this Contract shall comply with all applicable federal and state laws and regulations, shall provide that they are governed by the laws of the State of Colorado, and shall be subject to all provisions of this Contract.

C. Binding Effect

Except as otherwise provided in **§16.A.**, all provisions of this Contract, including the benefits and burdens, shall extend to and be binding upon the Parties' respective successors and assigns.

D. Authority

Each Party represents and warrants to the other that the execution and delivery of this Contract and the performance of such Party's obligations have been duly authorized.

E. Captions and References

The captions and headings in this Contract are for convenience of reference only, and shall not be used to interpret, define, or limit its provisions. All references in this Contract to sections (whether spelled out or using the § symbol), subsections, exhibits or other attachments, are references to sections, subsections, exhibits or other attachments contained herein or incorporated as a part hereof, unless otherwise noted.

F. Counterparts

This Contract may be executed in multiple, identical, original counterparts, each of which shall be deemed to be an original, but all of which, taken together, shall constitute one and the same agreement.

G. Entire Understanding

This Contract represents the complete integration of all understandings between the Parties related to the Work, and all prior representations and understandings related to the Work, oral or written, are merged into this Contract. Prior or contemporaneous additions, deletions, or other changes to this Contract shall not have any force or effect whatsoever, unless embodied herein.

H. Digital Signatures

If any signatory signs this agreement using a digital signature in accordance with the Colorado State Controller Contract, Grant and Purchase Order Policies regarding the use of digital signatures issued under the State Fiscal Rules, then any agreement or consent to use digital signatures within the electronic system through which that signatory signed shall be incorporated into this Contract by reference.

I. Modification

Except as otherwise provided in this Contract, any modification to this Contract shall only be effective if agreed to in a formal amendment to this Contract, properly executed and approved in accordance with applicable Colorado State law and State Fiscal Rules. Modifications permitted under this Contract, other than contract amendments, shall conform to the policies issued by the Colorado State Controller.

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J. Statutes, Regulations, Fiscal Rules, and Other Authority.

Any reference in this Contract to a statute, regulation, State Fiscal Rule, fiscal policy or other authority shall be interpreted to refer to such authority then current, as may have been changed or amended since the Effective Date of this Contract.

K. External Terms and Conditions

Notwithstanding anything to the contrary herein, the State shall not be subject to any provision included in any terms, conditions, or agreements appearing on Contractor's or a Subcontractor's website or any provision incorporated into any click-through or online agreements related to the Work unless that provision is specifically referenced in this Contract.

L. Severability

The invalidity or unenforceability of any provision of this Contract shall not affect the validity or enforceability of any other provision of this Contract, which shall remain in full force and effect, provided that the Parties can continue to perform their obligations under this Contract in accordance with the intent of this Contract.

M. Survival of Certain Contract Terms

Any provision of this Contract that imposes an obligation on a Party after termination or expiration of this Contract shall survive the termination or expiration of this Contract and shall be enforceable by the other Party.

N. Taxes

The State is exempt from federal excise taxes under I.R.C. Chapter 32 (26 U.S.C., Subtitle D, Ch. 32) (Federal Excise Tax Exemption Certificate of Registry No. 84-730123K) and from State and local government sales and use taxes under §§39-26-704(1), *et seq.,* C.R.S. (Colorado Sales Tax Exemption Identification Number 98-02565). The State shall not be liable for the payment of any excise, sales, or use taxes, regardless of whether any political subdivision of the state imposes such taxes on Contractor. Contractor shall be solely responsible for any exemptions from the collection of excise, sales or use taxes that Contractor may wish to have in place in connection with this Contract.

O. Third Party Beneficiaries

Except for the Parties' respective successors and assigns described in **§16.A.**, this Contract does not and is not intended to confer any rights or remedies upon any person or entity other than the Parties. Enforcement of this Contract and all rights and obligations hereunder are reserved solely to the Parties. Any services or benefits which third parties receive as a result of this Contract are incidental to this Contract, and do not create any rights for such third parties.

P. Waiver

A Party's failure or delay in exercising any right, power, or privilege under this Contract, whether explicit or by lack of enforcement, shall not operate as a waiver, nor shall any single or partial exercise of any right, power, or privilege preclude any other or further exercise of such right, power, or privilege.

Q. CORA Disclosure

To the extent not prohibited by federal law, this Contract and the performance measures and

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standards required under §24-106-107, C.R.S., if any, are subject to public release through the CORA.

R. Standard and Manner of Performance

Contractor shall perform its obligations under this Contract in accordance with the highest standards of care, skill and diligence in Contractor's industry, trade, or profession.

S. Licenses, Permits, and Other Authorizations.

Contractor shall secure, prior to the Effective Date, and maintain at all times during the term of this Contract, at its sole expense, all licenses, certifications, permits, and other authorizations required to perform its obligations under this Contract, and shall ensure that all employees, agents and Subcontractors secure and maintain at all times during the term of their employment, agency or subcontract, all license, certifications, permits and other authorizations required to perform their obligations in relation to this Contract.

T. Accessibility

i. Contractor shall comply with and the Work Product provided under this Contract shall be in compliance with all applicable provisions of §§24-85-101, *et seq.*, C.R.S., and the *Accessibility Standards for Individuals with a Disability,* as established by OIT pursuant to Section §24-85-103 (2.5), C.R.S. Contractor shall also comply with all State of Colorado technology standards related to technology accessibility and with Level AA of the most current version of the Web Content Accessibility Guidelines (WCAG), incorporated in the State of Colorado technology standards.

ii. The State may require Contractor's compliance to the State's Accessibility Standards to be determined by a third party selected by the State to attest to Contractor's Work Product and software is in compliance with §§24-85-101, *et seq*., C.R.S., and the *Accessibility Standards for Individuals with a Disability* as established by OIT pursuant to Section §24-85-103 (2.5), C.R.S.

17. COLORADO SPECIAL PROVISIONS (COLORADO FISCAL RULE 3-3)

These Special Provisions apply to all contracts except where noted in italics.

A. **STATUTORY APPROVAL. §24-30-202(1), C.R.S.**

This Contract shall not be valid until it has been approved by the Colorado State Controller or designee. If this Contract is for a Major Information Technology Project, as defined in §24-37.5-102(2.6), C.R.S., then this Contract shall not be valid until it has been approved by the State's Chief Information Officer or designee.

B. **FUND AVAILABILITY. §24-30-202(5.5), C.R.S.**

Financial obligations of the State payable after the current State Fiscal Year are contingent upon funds for that purpose being appropriated, budgeted, and otherwise made available.

C. **GOVERNMENTAL IMMUNITY.**

Liability for claims for injuries to persons or property arising from the negligence of the Parties, their departments, boards, commissions committees, bureaus, offices, employees and officials shall be controlled and limited by the provisions of the Colorado Governmental Immunity Act, §24-10-101, et seq., C.R.S.; the Federal Tort Claims Act, 28 U.S.C. Pt. VI, Ch. 171 and 28 U.S.C. 1346(b), and the State's risk management statutes, §§24-30-1501, et seq. C.R.S. No term or condition of this Contract shall be construed or interpreted as a waiver,

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express or implied, of any of the immunities, rights, benefits, protections, or other provisions, contained in these statutes.

D. **INDEPENDENT CONTRACTOR.**

Contractor shall perform its duties hereunder as an independent contractor and not as an employee. Neither Contractor nor any agent or employee of Contractor shall be deemed to be an agent or employee of the State. Contractor shall not have authorization, express or implied, to bind the State to any agreement, liability or understanding, except as expressly set forth herein. **Contractor and its employees and agents are not entitled to unemployment insurance or workers compensation benefits through the State and the State shall not pay for or otherwise provide such coverage for Contractor or any of its agents or employees. Contractor shall pay when due all applicable employment taxes and income taxes and local head taxes incurred pursuant to this Contract. Contractor shall (i) provide and keep in force workers' compensation and unemployment compensation insurance in the amounts required by law, (ii) provide proof thereof when requested by the State, and (iii) be solely responsible for its acts and those of its employees and agents.**

E. **COMPLIANCE WITH LAW.**

Contractor shall comply with all applicable federal and State laws, rules, and regulations in effect or hereafter established, including, without limitation, laws applicable to discrimination and unfair employment practices.

F. **CHOICE OF LAW, JURISDICTION, AND VENUE.**

Colorado law, and rules and regulations issued pursuant thereto, shall be applied in the interpretation, execution, and enforcement of this Contract. Any provision included or incorporated herein by reference which conflicts with said laws, rules, and regulations shall be null and void. All suits or actions related to this Contract shall be filed and proceedings held in the State of Colorado and exclusive venue shall be in the City and County of Denver.

G. **PROHIBITED TERMS.**

Any term included in this Contract that requires the State to indemnify or hold Contractor harmless; requires the State to agree to binding arbitration; limits Contractor's liability for damages resulting from death, bodily injury, or damage to tangible property; or that conflicts with this provision in any way shall be void ab initio. Nothing in this Contract shall be construed as a waiver of any provision of §24-106-109 C.R.S.

H. **SOFTWARE PIRACY PROHIBITION.**

State or other public funds payable under this Contract shall not be used for the acquisition, operation, or maintenance of computer software in violation of federal copyright laws or applicable licensing restrictions. Contractor hereby certifies and warrants that, during the term of this Contract and any extensions, Contractor has and shall maintain in place appropriate systems and controls to prevent such improper use of public funds. If the State determines that Contractor is in violation of this provision, the State may exercise any remedy available at law or in equity or under this Contract, including, without limitation, immediate termination of this Contract and any remedy consistent with federal copyright laws or applicable licensing restrictions.

I. **EMPLOYEE FINANCIAL INTEREST/CONFLICT OF INTEREST. §§24-18-201 and 24-50-507, C.R.S.**

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The signatories aver that to their knowledge, no employee of the State has any personal or beneficial interest whatsoever in the service or property described in this Contract. Contractor has no interest and shall not acquire any interest, direct or indirect, that would conflict in any manner or degree with the performance of Contractor's services and Contractor shall not employ any person having such known interests.

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EXHIBIT A, STATEMENT OF WORK

1. PROJECT SPECIFIC TERMINOLOGY

1.1. The following list is provided to assist the reader in understanding project specific acronyms, abbreviations, and terminology used throughout this document. See Exhibit C, Terminology for additional definitions.

1.1.1. Applicant – An individual for whom Contractor is performing a Medical Assistance Eligibility Determination.

1.1.2. Average Speed to Answer (ASA) – A key Call Center metric measuring the average amount of time it takes to answer a phone call from a customer, from the point of call connection to being connected to a live agent, including the time waiting in queue. ASA does not include calls that can be answered through automated means and does not require a live agent.

1.1.3. Business Day – Any day in which the State is open and conducting business, but shall not include Saturday, Sunday, or any day which the State of Colorado observes one of the holidays listed in C.R.S. §24-11-101(1).

1.1.4. Call Center – A Call Center is defined as having one dedicated line for contacting Contractor; when Members and individuals call in, they are automatically assigned to the next available Contractor agent. This dedicated line should also have technology in place to provide data, at a minimum, on the number of calls received, the average wait-time and the number of abandoned calls. Call Centers can be as small as one Contractor staff and as large as 100 or more Contractor staff answering calls.

1.1.5. Compliance Measures – Performance measures tied to contracts to ensure Colorado does not fall below expected federal or state performance standards.

1.1.6. COGNOS/Decision Support System 01 (DSS01) – The Department's data reporting systems that use information from the Colorado Benefits Management System (CBMS).

1.1.7. Colorado Benefits Management System (CBMS) – The State's eligibility determination system.

1.1.8. Colorado interChange (interChange) – The State's claims payment system and related subsystems that utilize eligibility information from CBMS to pay providers for medical and/or other claims. The system and related subsystems also collect and analyze data related to those payments.

1.1.9. Corrective Action Plan (CAP) – A formal plan submitted by Contractor and in collaboration with the Department who will provide technical assistance to address non-compliance and/or performance in accordance with 10 CCR 2505-5 1.020.11.

1.1.10. County Administration website – The Department's public-facing website where contract documentation is kept for the County Incentives Program (http://www.colorado.gov/hcpf/county-admin).

1.1.11. County Financial Management System (CFMS) – The accounting system utilized by Contractor to record expenditures against county administration funding for Colorado's Medical Assistance Program. The system is also used to issue Performance Incentive Payments to eligible Contractors.

1.1.12. County Incentives Program – A program that provides specific funding to county departments of human/social services for meeting Medicaid-related Performance Incentive

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Standards in their counties. Also referenced as Performance Incentive Standard Program throughout this Contract.

1.1.13. Determination – The act of using CBMS to determine if an Applicant is eligible for the Colorado Medical Assistance Program based on information submitted on a new application, a redetermination or a change in Member circumstance.

1.1.14. Disenroll or Disenrollment – The act of processing a change in circumstance that affects a Member's eligibility and makes them ineligible for coverage within Health First Colorado or Child Health Plan Plus.

1.1.15. Eligibility Quality Assurance (EQA) Program – EQA conducts monthly case reviews to monitor the accuracy and timeliness of eligibility determinations for Medical Assistance made by Contractor, with cases pulled monthly for quality review. Results of the EQA reviews are displayed on the MAP Accuracy Dashboard.

1.1.16. Exception – A contract action the Department will take action on its own, without needing any input or steps from Contractor, that will assist Contractor in meeting and/or exceeding performance targets and deliverables.

1.1.17. Exemption – A contract action the Department takes upon receiving a formal request from Contractor to grant an exemption, and that request is backed up by data or other documentation that is submitted by Contractor to the Department.

1.1.18. HCPF Memo Series – The Department's policy, operational and informational communications that are utilized to provide contract clarifications, provide data and operational guidance and share information pertaining to the County Incentives Program (https://hcpf.colorado.gov/memo-series).

1.1.19. Home and Community-Based Services (HCBS) – HCBS waiver programs provide additional benefits and services to eligible populations in addition to the standard benefit package offered to all Members.

1.1.20. Improvement Action Plan (IAP) – An informal plan submitted by Contractor to address non-compliance and/or performance in accordance with 10 CCR 2505-5 1.020.11.

1.1.21. Key Performance Indicator – KPI, a specific, measurable and quantifiable measure of performance metrics used to track progress over time toward a specific objective or goal. Call Center KPIs definitions and terminology were shared with Tier 1 counties in FY 2023-24 and will be issued as an attachment in the HCPF Memo Series.

1.1.22. Long Term Care (LTC) – Long-Term Care is a Medical Assistance program that provides nursing home care, home-health care, personal or adult day care for individuals of any age with a chronic or disabling condition.

1.1.23. Management Decision Letter (MDL) – A formal notification issued by the Department, through a letter that details areas and findings of noncompliance by Contractor. An MDL can be issued for not meeting performance targets on the MAP Dashboard.

1.1.24. MCC – Health First Colorado Member Contact Center.

1.1.25. Medical Assistance Performance (MAP) Dashboards – A graphic representation of essential information regarding performance measures, targets and Contractor's actual performance. The MAP Dashboards highlight each county's performance and quality.

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1.1.26. Performance Measure – A quantification that provides objective evidence of the degree to which a performance result (goal) is occurring over time.

1.1.27. Performance Coaching Workbook – A tool provided by the Department to support Eligibility Sites with understanding of the key performance indicators for Colorado Human Service Offices and MA/EAP Sites.

1.1.28. Program for the All-Inclusive Care for the Elderly (PACE) – Program provides comprehensive medical and social support services to certain frail individuals 55 years of age and over. The goal of PACE is to keep individuals in their homes and communities through comprehensive care coordination.

1.1.29. PuMP – A Performance Measurement Process developed by Stacey Barr.

1.1.30. Reporting Period – The period of time for each performance standard used to measure whether Contractor is meeting the requirements of each specific Performance Incentive Standard, including performance targets and/or deliverables.

1.1.30.1. The First Reporting Period for a SFY shall begin on July 1 of that SFY and end on December 31 of that SFY.

1.1.30.2. The Second Reporting Period for a SFY shall begin on January 1 of that SFY and end on June 30 of that SFY.

1.1.31. Redetermination – A Determination as defined under 10 C.C.R. 2505-10 8.100.3.P.

1.1.32. State Fiscal Year (SFY) – The period beginning July 1 of each calendar year and ending on June 30 of the following calendar year.

1.1.33. Status Report – A communication to Contractor that details which Performance Incentive Standards were met for each Reporting Period.

1.1.34. Tableau – An interactive data visualization software focused on business intelligence; provides a graphic representation of essential information regarding performance measures, targets and Contractor's actual performance.

1.1.35. Target – A specific goal or standard that the Department aims to achieve. It represents the desired level of performance or outcome that is used to evaluate success. Degree of performance we are continuously striving to achieve (i.e., 95% Timeliness).

1.1.36. Timely Determination – Any initial Determination that is completed within the timeliness requirements set forth in 10 C.C.R. 2505-10 8.100.3.D.

1.1.37. Timely Disenrollment – Processing a change in a Member's circumstance resulting in disenrollment within 15 Calendar Days.

1.1.38. Timely Renewal – A renewal is considered timely if it is completed by the last day of the due month when the packet is received before the 15th. If the packet is received on or after the 15th, you'll have 30 Calendar Days from the packet received date to complete the renewal to keep it timely. Also, any renewals received during the 90-day reconsideration period will have 30 Calendar Days from the date the packet is received to be completed.

1.1.39. Untimely Determination – Any initial Determination that is not completed within the timeliness requirements set forth in 10 C.C.R. 2505-10 8.100.3.D.

1.1.40. Untimely Renewal – If the renewal packet is received before the 15th of the due month, you have until the end of that month to complete it, if not completed is considered untimely. If the packet is received on or after the 15th, you'll get 30 Calendar Days from the packet

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received date. If the renewal isn't completed within those 30 Calendar Days, it will be marked as late. Additionally, if a renewal is received during the 90-day reconsideration period, you will have 30 Calendar Days from when the packet is received to complete it. Any renewal completed after that 30-day period will also be considered late.

1.1.41. Voice of the Customer – Voice of the Customer (VoC) is a series of different methods that is used to collect customer feedback. A VoC program can help Contractor capture how customers feel about the experience of accessing services at Contractor and can produce insights that can help Contractor create a stronger customer experience.

2. COUNTY DETERMINATIONS

2.1. Contractor shall perform all Medicaid eligibility-related work within Contractor's County, required under C.R.S. §25.5-1-101 et seq. The Department and Contractor share the costs of this work performed by Contractor as defined in those statutes and this Contract shall not impact the allocated amount of that cost sharing.

3. SYSTEMS USED TO DETERMINE COMPLIANCE WITH PERFORMANCE INCENTIVES STANDARDS

3.1. Systems Utilized to Determine Compliance

3.1.1. To determine whether Contractor met any or all the Performance Incentives Standards when completing determinations and redeterminations within Contractor's County, the Department will utilize the COGNOS/DSS01 and MAP Dashboard systems to pull data tracking and reports that track Contractor's compliance with certain Performance Incentive Standards. This data will be visualized on each county's MAP Dashboards.

3.1.2. To determine whether Contractor met any or all the Performance Incentives Standards when working with Medicaid populations within Contractor's County, the Department may utilize data from the Colorado interChange system.

3.1.3. The list of systems in Sections 3.1.1. and 3.1.2. is not all-inclusive, and the Department will, at its discretion, utilize additional data and reports from the COGNOS/DSS01, interChange, and/or other systems to determine whether Contractor met any or all the Performance Incentives Standards.

3.1.4. The date the data or reports will be pulled from the COGNOS/DSS01, interChange, and/or other systems published on the MAP Dashboard will be defined in each applicable Performance Incentive Standard and/or the PuMP template for those performance measures.

3.1.5. Contractor shall utilize policy, operational, and informational guidance provided in this Statement of Work, the County Incentives Program Guide, and through the HCPF Memo Series for each Performance Incentives Standard to assist with implementing the Performance Incentives Standard and pulling applicable data and reports to determine Contractor's compliance with any or all the Performance Incentives Standards.

3.1.6. To determine whether Contractor met any or all the Call Center Performance Standards, the Department will review county Call Center systems data for tracking and reports that track Contractor's compliance with Customer Service Performance Incentive Standard.

3.2. Communications Utilized to Determine Compliance

3.2.1. Contractor shall utilize and comply with guidance issued through the HCPF Memo Series and shall fulfill the requirements in the Statement of Work, thereby enabling Contractor to earn a Performance Incentive Payment.

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3.2.2. Contractor shall utilize the HCPF Memo Series to find any forms, templates, program contacts, or additional information needed to operationalize the Performance Incentives Standard Program referenced throughout this Contract.

3.2.3. If additional guidance or contract clarification is needed, the Department may release additional guidance to Contractor through the HCPF Memo Series.

3.2.4. The Department reserves the right to request written documentation from Contractor including, but not limited to, the following:

3.2.4.1. Any and all documentation generated by various software and/or systems.

3.2.4.2. Written policies and procedures.

3.2.4.3. Standard operating procedures.

3.2.4.4. Internal directives and/or communications to staff related to processing or performance guidelines

3.2.4.5. If the Department requests any documentation outlined in Section 3.2.4, Contractor shall respond within five Business Days commencing the day following the issuance date of the request. If, for reasons outside of Contractor's control, Contractor is unable to respond within the five Business Days, Contractor will notify the Department immediately and request an extension. The request for an extension must be received by the Department within the five-calendar day timeframe as outlined above. Contractor must provide a reason for the extension. If the request for the delay is not received within the five-calendar day timeline, the request will be denied.

3.2.4.6. The Department reserves the right to extend the deadline or to deny the request for an extension.

4. MEDICAID COUNTY PERFORMANCE STANDARDS PROGRAM

4.1. In State Fiscal Year (SFY) 2025–2026, the Medicaid County Performance Standards Program shall be divided into three incentive categories: the Performance Compliance Performance Incentive Standard, the Customer Service Performance Incentive Standard, and the County Collaboration Incentive Standard.

4.2. Each of these standards is assigned a specific percentage, which collectively represent 100% of the total Eligible Earnings available to each Contractor under the Program.

4.3. The following sections provide a detailed breakdown of the percentage weight assigned to each standard, as well as the associated performance targets and deliverables required to achieve the corresponding portion of the Eligible Earnings:

4.3.1. Performance Compliance Performance Incentives Standard

4.3.1.1. Contractor has the ability to earn Performance Compliance Performance Incentive Standard Payments to reimburse a portion of cost sharing as described in Section 2, County Determinations, by meeting targets, and/or deliverables as outlined in each Performance Compliance Performance Incentive Standard.

4.3.1.2. Performance Compliance Performance Incentive Standard

4.3.1.2.1. Contractor shall be eligible to earn the Performance Compliance Performance Incentive Payment upon meeting the Performance Compliance and Accuracy targets at the conclusion of the First and Second Reporting Periods.

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4.3.1.2.2. Contractor may earn a Performance Compliance Performance Incentive Payment in Reporting Period when Contractor meets at least four out of six following Targets:

4.3.1.2.2.1. Application Timeliness of Determinations: 45 Calendar Days

4.3.1.2.2.2. Application Timeliness of Determinations: 90 Calendar Days

4.3.1.2.2.3. Pending Exceeding Processing Guidelines (EPG): 45 Determinations

4.3.1.2.2.4. Pending Exceeding Processing Guidelines (EPG): 90 Determinations

4.3.1.2.2.5. Renewal Timeliness: NON-LTSS (Non-Long-Term Service and Support)

4.3.1.2.2.6. Pending Exceeding Processing Guidelines (EPG): Renewals NON-LTSS

4.3.1.2.3. Contractor may earn a Performance Compliance Performance Incentive Payment in Reporting Period 2 when Contractor meets six out of the eight of the following Targets:

4.3.1.2.3.1. Application Timeliness of Determinations: 45 Calendar Days

4.3.1.2.3.2. Application Timeliness of Determinations: 90 Calendar Days

4.3.1.2.3.3. Pending Exceeding Processing Guidelines (EPG): 45 Determinations

4.3.1.2.3.4. Pending Exceeding Processing Guidelines (EPG): 90 Determinations

4.3.1.2.3.5. Renewal Timeliness: NON-LTSS

4.3.1.2.3.6. Pending Exceeding Processing Guidelines (EPG): Renewals NON-LTSS

4.3.1.2.3.7. Incorrect Eligibility Determination Rate

4.3.1.2.3.8. Errors That Did Not Impact Eligibility Rate

4.3.1.3. Department Monitoring of MAP Dashboards

4.3.1.3.1. The Department updates the MAP Dashboards monthly, which are accessible to Contractor through the MAP Dashboard Tableau site, MAP Tableau.

4.3.1.3.2. If the Department determines that Contractor has not met specific performance targets, a Management Decision Letter (MDL) will be issued. The MDL will require Contractor to create an Improvement Action Plan (IAP) or Corrective Action Plan (CAP) that will be monitored by the Department to ensure Contractor's performance is improved.

4.3.1.3.3. Contractor shall refer to HCPF OM 21-078 for guidance on MDLs, IAPs and CAPs, or whichever later Operational Memo supersedes HCPF OM 21-078.

4.3.1.4. Contractor Monitoring of MAP Dashboards

4.3.1.4.1. Contractor shall monitor the monthly published MAP Dashboards to ensure targets are met. The Department will utilize the MAP Applications Dashboard to determine compliance with timeliness targets.

4.3.1.4.2. The MAP Applications Dashboard data will be updated on the 3rd of each month and after the end of the First and Second Reporting Periods to determine Contractor's performance over the entire six-month Reporting Period.

4.3.1.4.3. Contractor shall designate Contractor staff to be MAP Dashboard performance owners. Performance owners will have access to the MAP Dashboards and follow the Standard Operating Procedure (SOP) or HCPF Memo Series guidance. Contractor

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shall use the MAP Dashboard to ensure performance targets are met and to take the necessary action(s) to mitigate ongoing errors when necessary.

4.3.1.4.4. Contractor shall review and investigate the root causes for not achieving the performance target(s) and, if issued an MDL, shall submit the requested IAP or CAP by the required due date listed on the MDL.

4.3.1.5. Determining Compliance with Performance Compliance Performance Incentives Standard

4.3.1.5.1. Timeliness of Determinations

4.3.1.5.1.1. Application Timeliness of Determinations, 45 Calendar Days

4.3.1.5.1.1.1. Contractor shall complete at least 95% of Application Timeliness of Determinations 45 Calendar Days, as Timely Determinations.

4.3.1.5.1.1.2. The Department will total all Timely Determinations Contractor completed within the First and Second Reporting Periods and divide that by the total number of Determinations Contractor completed during each Reporting Period to determine the timeliness percent for status reports one and two. The Department will round these calculated percentages to two decimal places.

4.3.1.5.1.2. Application Timeliness of Determinations, 90 Calendar Days

4.3.1.5.1.2.1. Contractor shall complete at least 95% of all Application Timeliness of Determinations 90 Calendar Days as Timely Determinations.

4.3.1.5.1.2.2. The Department will total all Timely Determinations for Application Timeliness of Determinations 90 Calendar Days, Contractor completed within the First and Second Reporting Periods and divide that by the total number of Application Timeliness of Determinations, 90 Calendar Days completed during each Reporting Period to determine timeliness percent for status reports one and two. The Department will round these calculated percentages to two decimal places.

4.3.1.5.2. Timeliness of Renewals

4.3.1.5.2.1. Contractor shall complete at least 95% of Renewals Non-LTSS as Timely Renewals as defined in Section 1.1.38.

4.3.1.5.2.2. The Department will total all Timely Non-LTSS Renewals Contractor completed within the First and Second Reporting Periods and divide that by the total number of Determinations Contractor completed during each Reporting Period to determine the timeliness percent for status report one and two. The Department will round these calculated percentages to two decimal places.

4.3.1.5.2.3. The Department will utilize the MAP Renewals Dashboards to determine compliance with timeliness targets.

4.3.1.5.2.4. The MAP Renewals Dashboards data will be pulled on the 3rd of each month and after the First and Second Reporting Periods to determine Contractor's performance over the entire six-month Reporting Period.

4.3.1.5.3. Pending Exceeding Processing Guidelines (EPG) Determinations and Renewals

4.3.1.5.3.1. Contractor's pending EPG Determinations and EPG Renewal average will be calculated by taking the total number of Pending EPG Determinations and EPG

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Renewals for the First and Second Reporting Periods and dividing that total by the number of months in the Reporting Period. Renewal EPG targets will be applicable for the Second Reporting Period. Contractor must be at or below the targets specified below:

4.3.1.5.3.1.1. Contractor Targets Pending EPG Table

County Size	App EPG 45 Target
Large	≤ 25
Medium	≤ 5
Small	≤ 3

County Size	App EPG 90 Target
Large	≤ 10
Medium	≤ 3
Small	≤ 1

County Size	Renewal EPG Non-LTSS Target
Large	≤ 130
Medium	≤ 20
Small	≤ 3

4.3.1.5.3.1.2. To determine the Pending EPG Determinations and EPG Renewal average, the Department will total the Pending EPG Determinations and EPG Renewals for the First and Second Reporting Periods and divide by the number of months in the Reporting Period.

4.3.1.5.3.1.3. The MAP Dashboard will be used to determine Contractor's amount of Pending EPG 45, EPG 90, and EPG Renewal Non-LTSS for the First Reporting Period. The MAP Dashboard will be used to determine Contractor's amount of Pending EPG 45, EPG 90, and EPG Renewal Non-LTSS for the Second Reporting Period.

4.3.1.5.3.1.4. The Department will round the Pending EPG 45, EPG 90, and EPG Renewal Non-LTSS averages to the nearest whole number.

4.3.1.5.4. Small County and Sample Size Exceptions

4.3.1.5.4.1. If Contractor processes a total of 100 or fewer 45-Day Determinations, Contractor shall be deemed to have met the timeliness percentage target so long as they had 10 or fewer Untimely Determinations during that Reporting Period.

4.3.1.5.4.2. If Contractor processes a total of 10 or fewer 90 -Day Determinations, per Reporting Period, Contractor shall be deemed to have met the 90 -Day Determinations percentage target so long as they had four or fewer Untimely Determinations during that Reporting Period.

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4.3.1.5.4.3. There are no Small County or Sample Size Exceptions for either Pending EPG 45, Pending EPG 90, and EPG Renewal Non-LTSS measures.

4.3.1.5.5. Accuracy Compliance and Targets

4.3.1.5.5.1. Accuracy targets are set based on the county size of Contractor. There are two tiers.

4.3.1.5.5.2. Tier 1 target percentage: Contractors with 20 or more cumulative quality assurance case reviews conducted over a 12-month period. This is the target reported on the MAP Accuracy Dashboard.

4.3.1.5.5.3. Tier 2 target percentage: Contractors with fewer than 20 cumulative quality assurance case reviews conducted over a 12-month period. This is not reported on the MAP Accuracy Dashboard and used for County Incentives purposes only.

4.3.1.5.5.4. Based on EQA sampling, large Contractors will exceed 20 cumulative quality assurance reviews over the 12-month period, resulting in no Tier 2 target for large counties.

4.3.1.5.5.5. The Inaccurate Eligibility Determination Rate target is used to determine how many individuals in the sample had an incorrect determination.

4.3.1.5.5.5.1. The Inaccurate Eligibility Determination Rate is calculated as the number of individuals who were incorrectly approved, denied, or terminated divided by the total number of individuals in the sample percent, monthly (includes applications, redeterminations, and case changes).

4.3.1.5.5.5.2. Target Percentages for Incorrect Eligibility Determination Rate

County Size	**Tier 1 Target %**	**Tier 2 Target %**
Large	5.5%	N/A
Medium	6.6%	13.2%
Small	7.3%	14.6%

4.3.1.5.5.6. The Errors That Did Not Impact Eligibility target is used to determine how many individuals in the sample had a correct determination with errors that did not impact eligibility (procedural errors).

4.3.1.5.5.6.1. The Errors That Did Not Impact Eligibility is calculated as the number of individuals with error(s) that did not impact eligibility divided by number of individuals in the sample, monthly (includes applications, changes, redeterminations).

4.3.1.5.5.6.2. Target Percentages for the Errors That Did Not Impact Eligibility Rate

County Size	**Tier 1 Target %**	**Tier 2 Target %**
Large	17.9%	NA
Medium	20.9%	23.2%
Small	23.2%	27.2%

4.3.1.5.6. HCPF Eligibility Quality Assurance (EQA) Program and Medical Assistance Performance (MAP) Accuracy Dashboard.

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4.3.1.5.6.1. Contractor shall comply with the HCPF Eligibility Quality Assurance Program, per 10 CCR 2505-5 1.020.10.2 and HCPF Operational Memo (OM) 21-057, or whichever later Operational Memo supersedes OM 21-057, which specifies Contractor's role in the state quality assurance (QA) case review process.

4.3.1.5.6.1.1.1. The EQA case review process is to monitor the accuracy and quality of eligibility determinations for Medical Assistance made by Contractor, and EQA case reviews occur monthly.

4.3.1.5.6.1.1.2. Contractor must respond to documentation requests and error findings within 10 Business Days of the request to ensure EQA case reviews are completed in a timely manner.

4.3.1.5.6.1.1.3. Contractor must respond to the Department's EQA case review error findings by using one of two options: 1) Agree/Concur or 2) Disagree/Rebut within 10 Business Days.

4.3.1.5.6.1.1.4. If additional or revised guidance relative to the HCPF EQA process is issued through the HCPF Memo Series, Contractor shall disregard the previous guidance and comply with the new guidance offered through the HCPF Memo Series.

4.3.1.5.6.1.1.5. The Department will utilize the Medical Assistance Performance (MAP) Accuracy Dashboard to publish the results of the quality assurance case review findings each month, send the results to the County Directors, and may be sent to the Board of County Commissioners, at the Department's discretion.

4.3.1.5.7. Determining Compliance with the Accuracy portion of the Performance Compliance Performance Incentives Standards

4.3.1.5.7.1. The MAP Accuracy Dashboard will be available monthly to Contractor to determine Contractor's performance over the State Fiscal Year (SFY). To determine compliance with the Accuracy Performance Incentive, the Department will utilize the most recent 12 consecutive months of cumulative MAP Accuracy Dashboard data, to determine whether Contractor met or exceeded the specified Accuracy target. The 12 consecutive months of MAP Accuracy data may extend outside of the timeframe of this amendment.

4.3.1.5.7.2. The Department will use Contractor's final actual performance on the MAP Accuracy Dashboard in comparison to Contractor's Accuracy targets at the end of the SFY to determine if Contractor's actual performance has met and/or exceeded the Accuracy targets to earn an Accuracy Performance Incentive Payment. The percentage calculation has one decimal place and will not be rounded.

4.3.1.6. Review Sample Size Exemptions

4.3.1.6.1.1. If Contractor has a review sample size, as defined in Section 4.3.1.6.1.2., performed by HCPF EQA, Contractor may be eligible for the Review Sample Size Exemption.

4.3.1.6.1.2. Definition of Review Sample Size

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4.3.1.6.1.2.1. Contractor with 20 or fewer quality assurance case reviews in the 12 consecutive months of MAP Accuracy data would qualify for a Review Sample Size Exemption. Contractor with a review sample size that does not meet one, or both, of the Accuracy Incentive targets as defined in Section 4.3.1.5.5. may be eligible for the Review Sample Size Exemption: (i) Inaccurate Eligibility Rate and/or, (ii) Errors That Did Not Impact Eligibility.

4.3.1.6.1.3. Determining Targets Percentage for Potential Review Sample Size Exemptions

4.3.1.6.1.3.1. The Department will have two separate tiers with different target percentages for the Accuracy Targets:

4.3.1.6.1.3.1.1. Tier 1 target percentage: Contractor with 20 or more quality assurance case reviews completed with the most recent 12 consecutive months of cumulative MAP Accuracy Dashboard.

4.3.1.6.1.3.1.2. Tier 2 target percentage: Contractor with fewer than 20 quality assurance case reviews completed with the most recent 12 consecutive months of cumulative MAP Accuracy Dashboard.

4.3.1.6.1.3.2. Review Sample Size Exemption Process

4.3.1.6.1.3.2.1. The Department will follow Exhibit D, Review Sample Size Exemption Process Flow.

4.3.1.6.1.3.3. Definition of Similar Error(s)

4.3.1.6.1.3.3.1. The MAP Accuracy Dashboard identifies the accuracy rates for each Contractor; HCPF EQA provides Contractor with those errors caused by Contractor that impact accuracy rates. This allows Contractor to address the root cause of errors to prevent similar errors going forward. If errors are not addressed by Contractor and the same errors repeat in future months, the errors will be considered Similar Errors.

4.3.1.6.1.3.3.2. If Contractor meets only one target with less than 20 reviews within the most recent 12 consecutive months of cumulative MAP Accuracy Dashboard, the Review Sample Size Exemption Process will be applied only to the one target not met by Contractor.

4.3.1.6.1.3.3.3. Contractor that does not meet both targets with less than 20 reviews within the most recent 12 consecutive months of cumulative MAP Accuracy Dashboard, exemption will be applied to both targets.

4.3.1.6.1.3.4. Notification of Review Sample Size Exemption

4.3.1.6.1.3.4.1. If Contractor does not meet the Accuracy Incentive Targets per Sections 4.3.1.5.5.5.2. and 4.3.1.5.5.6.2., Contractor will be notified through the Status Report of the Second Reporting Period.

4.3.1.6.1.3.4.2. Contractor that does not meet the Accuracy Incentive Targets but qualifies for the exemption process per Section 4.3.1.6., Contractor will be notified through the Status Report of the Second Reporting Period.

4.3.1.6.1.3.4.3. If Contractor qualifies for the Review Sample Size Exemption Process, the Department will review previously submitted documentation from

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Contractor based on their MAP Accuracy Dashboard and may request additional documentation as specified in Section 4.3.1.6.1.3.2.

4.3.1.6.1.3.4.4. Contractor shall submit any additional documentation requested for the exemption process, using the MAP exemption process, following Status Report Period 2. Review Sample Size Exemption Process and Accuracy Performance Incentive Payment.

4.3.1.6.1.3.4.5. TARGET: four out of the following six targets are met for Reporting Period 1.

4.3.1.6.1.3.4.5.1. ≥ 95% timeliness average over the First Reporting Period for Application Timeliness of Determinations, 45 Days.

4.3.1.6.1.3.4.5.2. ≥ 95% timeliness average over the First Reporting Period for Application Timeliness of Determinations, 90 Days.

4.3.1.6.1.3.4.5.3. ≤ Pending EPG 45 determinations must average at or below the target level during Reporting Period 1, taking into account the size of the County.

4.3.1.6.1.3.4.5.4. Applications 45 Days

County Size	**App EPG 45 Target**
Large	≤ 25
Medium	≤ 5
Small	≤ 3

4.3.1.6.1.3.4.5.5. ≤ Pending EPG 90 determinations must average at or below the target level during Reporting Period 1, taking into account the size of the County.

4.3.1.6.1.3.4.5.6. Applications 90 days

County Size	**App EPG 90 Target**
Large	≤ 10
Medium	≤ 3
Small	≤ 1

4.3.1.6.1.3.4.5.7. Renewals Non-LTSS

County Size	**Renewal EPG Non-LTSS Target**
Large	≤ 130
Medium	≤ 20
Small	≤ 3

4.3.1.6.1.3.4.6. TARGET: six out of the following eight targets are met in the Second Reporting Period:

4.3.1.6.1.3.4.6.1. ≥ 95% timeliness average over the Second Reporting Period for Application Timeliness of Determinations, 45 Days.

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4.3.1.6.1.3.4.6.2. ≥ 95% timeliness average over the Second Reporting Period for Application Timeliness of Determinations, 90 Days.

4.3.1.6.1.3.4.6.3. ≥ 95% timeliness average over the Second Reporting Period for Renewal Non-LTSS Timeliness.

4.3.1.6.1.3.4.6.4. ≤ Pending EPG 45 determinations must average at or below the target level during Reporting Period 2, taking into account the size of the County.

4.3.1.6.1.3.4.6.5. Applications 45 Days

County Size	App EPG 45 Target
Large	≤ 25
Medium	≤ 5
Small	≤ 3

4.3.1.6.1.3.4.6.6. ≤ Pending EPG 90 determinations must average at or below the target level during Reporting Period 2, taking into account the size of the County.

4.3.1.6.1.3.4.6.7. Applications 90 Days

County Size	App EPG 90 Target
Large	≤ 10
Medium	≤ 3
Small	≤ 1

4.3.1.6.1.3.4.6.8. ≤ Pending EPG Renewal Non-LTSS must average at or below the target level during Reporting Period 2, taking into account the size of Contractor.

4.3.1.6.1.3.4.6.9. Renewals Non-LTSS

County Size	Renewal EPG Non-LTSS Target
Large	≤ 130
Medium	≤ 20
Small	≤ 3

4.3.1.6.1.3.4.6.10. Accuracy Target Percentages for Incorrect Eligibility Determination Rate

County Size	Tier 1 Target %	Tier 2 Target %
Large	5.5%	N/A
Medium	6.6%	13.2%
Small	7.3%	14.6%

4.3.1.6.1.3.4.6.11. Accuracy Target Percentages for the Errors That Did Not Impact Eligibility Rate

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County Size	Tier 1 Target %	Tier 2 Target %
Large	5.5%	N/A
Medium	6.6%	13.2%
Small	7.3%	14.6%

4.3.1.6.1.3.4.6.12. Exemptions for Unusual Circumstances

4.3.1.6.1.3.4.6.13. Contractor may request an exemption for unusual circumstances for failure to meet the Timeliness of Determinations and Renewal targets and/or failure to meet Pending EPG Determinations and Renewal targets as described in Section 4.3.1.2.2.

4.3.1.6.1.3.4.6.14. The exemption process for unusual circumstances is described in Section 6.1.3.

4.3.1.6.2. To earn the full Performance Compliance Performance Incentive Standard Payment, Contractor must meet the targets outlined in both Status Report 1 and Status Report 2 for FY 25-26. Each Status Report achieved will contribute 50% toward the total earnings. If only one Status Report is met, partial earnings will be distributed accordingly. Additionally, the Performance Compliance Performance Incentive Standard Payment will constitute 50% of the total amount available for this Contract

4.3.2. **Customer Service Performance Incentive Standard**

4.3.2.1. Contractor may earn one Customer Service Performance Incentive Payment at the end of the Second Reporting Period in which Contractor meets the target and submits the required deliverable(s) as outlined for each Contractor Customer Service Tier relating to improving customer service. These targets demonstrate that Contractor is actively implementing Rule 10 CCR 2505-5 1.020.3.4, which requires the County Director to have a documented policy/process outlining the administrative internal controls that ensure Contractor provides timely, respectful, and culturally appropriate customer service to Medical Assistance applicants and Members.

4.3.2.1.1. Contractor Customer Service Tier

4.3.2.1.1.1. The Department assigned Contractor to a Customer Service Tier during Fiscal Year 2024-25. The Customer Service Tier determines which customer service metrics, Targets, and deliverables Contractor must meet and/or submit to earn a Customer Service Performance Incentive Payment.

4.3.2.1.2. Customer Service Tier Reclassification

4.3.2.1.2.1. The Department may, in consultation with Contractor, amend its initial classification and reclassify Contractor to a different Customer Service Tier.

4.3.2.1.2.2. Any reclassification approved by the Department, in consultation with Contractor, shall take effect the following Reporting Period.

4.3.2.1.2.3. Contractor reclassifications from Tier 2 to Tier 1 are allowable.

4.3.2.1.3. Customer Service Tier 1

4.3.2.1.3.1. If Contractor is assigned to the Customer Service Tier 1 category, the Department will classify Contractor as Tier 1 to determine what Contractor's required targets and deliverables are.

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4.3.2.1.3.2. If Contractor is classified as Tier 1, Contractor is understood to have an active Call Center operation, which can be as small as one Contractor staff or as large as 100 or more Contractor staff members answering calls, with a dedicated line which has the technology in place to provide data, at a minimum, on the number of calls received, the average wait time, and the number of abandoned calls.

4.3.2.1.3.3. If Contractor is classified as Tier 1, Contractor shall complete each of the following targets and deliverables to earn a Customer Service Performance Incentive Payment:

4.3.2.1.3.3.1. Submit to the Department monthly Call Center reporting from Contractor's available data that complies with the Call Center data reporting requirements determined by the Department.

4.3.2.1.3.3.1.1. Monthly reporting will be due on the 7th of each month and sent electronically to the County Relations webform: (https://hcpfdev.secure.force.com/HCPFCountyRelations).

4.3.2.1.3.3.1.2. Data elements required to be submitted by Contractor shall be issued via HCPF Memo Series.

4.3.2.1.3.3.1.2.1. DELIVERABLE: Monthly Call Center Report

4.3.2.1.3.3.1.2.2. DUE: The 7th of each month after the month being reported

4.3.2.1.3.3.2. Meet and/or exceed a service-level performance target for Contractor's Call Center Average Speed to Answer (ASA) by the Second Semi-Annual Due Date, June 7th of each SFY.

4.3.2.1.3.3.3. The service-level performance targets for Contractor's Average Speed to Answer shall be jointly determined by the Department and Contractor at the beginning of each State Fiscal Year. This joint determination will take place during the first Technical Assistance Session, scheduled for the first quarter of each SFY, as mandated for that SFY. The ASA performance targets shall be calculated as an average over either the six-month period from January to June of each SFY or the 12-month period from July to June of each SFY. The finalized targets will be communicated through the HCPF Memo Series.

4.3.2.1.3.3.4. Attend a minimum of two, half-hour Technical Assistance Sessions (for learning and support) with the Department's MCC Operations staff before June 12th of each SFY.

4.3.2.1.3.3.4.1. At a minimum, one Technical Assistance Session will occur during each of the reporting periods.

4.3.2.1.3.3.4.2. Contractor may request additional support, beyond the required sessions detailed in Section 4.3.2.1.3.3.4., from the MCC Operations staff to improve Contractor's ASA performance by submitting the County Relations webform.

4.3.2.1.3.3.4.3. The Department may require additional technical assistance in addition to the two required Technical Assistance Sessions if Contractor's data indicates additional support is necessary to meet the ASA targets.

4.3.2.1.3.3.4.3.1. DELIVERABLE: Two Technical Assistance Sessions

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4.3.2.1.3.3.4.3.2. DUE: Before June 12th of each SFY.

4.3.2.1.3.4. Contractor assigned to Customer Service Tier 1 must comply with the provisions in Section 4.3.2.1.3.3.3. to earn a Customer Service Performance Incentive Payment.

4.3.2.1.4. Customer Service Tier 2

4.3.2.1.4.1. If Contractor is assigned to the Customer Service Tier 2 category, the Department will determine what Contractor's required metrics, targets, and deliverables are.

4.3.2.1.4.2. If Contractor is classified as Tier 2, Contractor is understood to be small enough in operations and workload where a Call Center is cost-prohibitive or not supportable under existing funding or staffing allocations.

4.3.2.1.4.3. If Contractor is classified as Tier 2, Contractor shall complete each of the following targets and deliverables to earn a Customer Service Performance Incentive Payment:

4.3.2.1.4.3.1. Implement the Customer Service Survey Outreach Plan submitted by June 30th of each SFY and submit a report by June 30th of each SFY updating the Department on the implementation of the Customer Service Survey Outreach Plan.

4.3.2.1.4.3.1.1. If Contractor classified as Tier 2 did not submit a Customer Service Survey Outreach Plan in SFY 2022-23, SFY 2023-24 or SFY 2024-25, Contractor is required to submit a Customer Service Survey Outreach Plan in SFY 2025-26 and to meet all other Tier 2 targets and deliverables to earn the Customer Service Incentive.

4.3.2.1.4.3.1.2. The Customer Service Survey will be managed by the Department. Contractor is not required to take any action regarding the administration or implementation of this survey. The Customer Service Survey will be distributed by the Department to all Members who have a name and email address submitted and who have opted in to receive communications from the Department. The survey distribution will occur on a quarterly basis each calendar year.

4.3.2.1.4.3.1.3. Contractor's baseline for Member satisfaction was established at the end of Fiscal Year 2023-24. This baseline will serve as the reference point for calculating the percentage increase or decrease in Member satisfaction for each survey question. Contractor is required to meet the performance targets issued through the HCPF Memo Series. These targets will outline the expected levels of Member satisfaction based on the established baseline.

4.3.2.1.4.3.1.4. The Customer Service Survey Outreach Plan will include Contractor's methodologies and strategies for increasing applicant and Member participation in the Department's Customer Service Survey in the following contract cycle. Requirements of the Customer Service Outreach Plan must include all elements listed on the corresponding HCPF Operational Memo.

4.3.2.1.4.3.1.4.1. DELIVERABLE: Customer Service Survey Outreach Plan

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4.3.2.1.4.3.1.4.2. DUE: By June 30th of each SFY

4.3.2.1.4.3.1.4.3. DELIVERABLE: Customer Service Survey Outreach Report

4.3.2.1.4.3.1.4.4. DUE: By June 30th of each SFY

4.3.2.1.4.3.2. Customer Service Performance Incentive Standard Exemptions for Unusual Circumstances

4.3.2.1.4.3.2.1. Contractor may request an exemption for unusual circumstances for failure to meet the service-level performance targets as detailed in Section 4.3.2.1.3.3.3., if Contractor was classified by the Department as Customer Service Tier 1.

4.3.2.1.4.3.2.1.1. No exemptions for unusual circumstances are allowed for deliverables for each Tier for Contractors classified as Customer Service Tier 1 or Tier 2. Deliverables include any required plans, reports, data, and technical assistance.

4.3.2.1.4.3.2.1.2. The exemption process for unusual circumstances is described in Section 6, Exemptions. Only Contractor exemption requests that follow the process and meet the requirements as outlined in Section 6 will be considered by the Department.

4.3.2.2. Performance Target:

4.3.2.2.1. Tier 1: Contractor's predetermined, individualized Average Speed to Answer (ASA) target is set forth in the HCPF Memo Series, which Contractor shall maintain an average (ASA) at or below for the Reporting Period. Additionally, each Contractor's individualized ASA target shall not exceed 15 minutes.

4.3.2.2.1.1. The Department may utilize, at its discretion, Contractor's data from the Reporting Period that best supports Contractor's performance.

4.3.2.2.1.2. Contractor is required to complete all necessary participation in Technical Assistance Sessions with the MCC as scheduled. Contractor must submit Call Center reporting data in accordance with the specifications outlined in Section 4.3.2.1.3.3.1.1. of this Contract. Additionally, the Customer Services Incentive Payment will constitute 30% of the total amount available for this Contract.

4.3.2.2.2. Tier 2: Contractor shall submit a report detailing the implementation of each Customer Service Plan. The report template will be provided by the Department. Additionally, Contractor will be required to submit a report that will include data on the process and/or procedures used by Contractor to address Member calls.

4.3.2.2.2.1. Expectations for completing this report will be provided in the HCPF Memo Series.

4.3.2.2.2.1.1. DELIVERABLE: Customer Service Plan Report

4.3.2.2.2.1.2. DUE: June 30th of each SFY

4.3.2.2.2.2. Contractor is expected to achieve one of the following targets over the SFY:

4.3.2.2.2.2.1. Submit a Customer Service Tier 2 Inbound/Outbound Call Survey by June 5th of each SFY and maintain an average of 90% or higher in both percentage of Members who felt like they were treated with respect, and percentage of

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Members who felt they received services in a timely manner as well as an average overall satisfaction score of 3.50 or higher.

4.3.2.2.2.2.1.1. DELIVERABLE: Customer Service Tier 2 Inbound/Outbound Call Survey

4.3.2.2.2.2.1.2. DUE: By June 5th of each SFY

4.3.2.2.2.3. If Contractor does not meet the requirements set above, Contractor can increase their percentage of Members who felt like they were treated with respect, and/or, increase their percentage of Members who felt they received services in a timely manner, and/or increase the overall satisfaction score for the site by 3% compared to their baseline by May 31st of each SFY. If Contractor does not meet the requirements set above, the Department will determine if Contractor meets an exception based on county/caseload size fluctuations as a result of the Public Health Emergency unwind.

4.3.2.2.2.4. If Contractor did not submit a Customer Service Outreach Plan or Customer Service Improvement Plan (CSIP) in Fiscal Year 2022-23 or FY 2023-24, Contractor is required to submit such a plan in Fiscal Year 2025-26 to qualify for the Customer Service Incentive. This requirement is in addition to meeting all other Tier 2 targets and deliverables. Additionally, the Customer Services Incentive Payment will constitute 30% of the total amount available for this Contract.

4.3.2.2.2.4.1. DELIVERABLE: Customer Service Outreach Plan or Customer Service Improvement Plan (If required as described in Section 4.3.2.2.2.4.)

4.3.2.2.2.4.2. DUE: June 30th of each SFY

4.3.3. **County Collaboration Incentive Standard**

4.3.3.1. Contractor has the ability to earn County Collaboration Incentive Standard Payments to reimburse a portion of cost sharing as described in Section 2, County Determinations, by meeting targets, and/or deliverables as outlined in the County Collaboration Incentive Standard.

4.3.3.2. County Collaboration Incentive

4.3.3.2.1. Contractor shall be eligible to earn the County Collaboration Incentive Standard Payment upon the successful submission of the two County Collaboration Incentive Standard Deliverables involving Nursing Facilities (NFs) and Case Management Agency(ies) during Reporting Period 2. To qualify for the full County Collaboration Incentive Standard Payment, Contractor must meet all deliverable requirements as outlined below.

4.3.3.2.2. To earn the County Collaboration Incentive Payment in Reporting Period 2, Contractor must:

4.3.3.2.2.1. Establish collaboration with Nursing Facilities (NFs) and Case Management Agency(ies) based on the requirements outlined in Rule 1.020.11 County Department Collaboration with External Entities to Facilitate Eligibility and Enrollment.

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4.3.3.2.2.2. Submit the following two deliverables no later than April 30, 2026. Contractor will submit these deliverables using the following link: County Collaboration Incentive Deliverable

4.3.3.2.2.2.1. Nursing Facilities Deliverable: A minimum of two or more meetings shall be held with one or more relevant agencies. These meetings shall include, at a minimum, discussion and documentation of the following information:

4.3.3.2.2.2.1.1. A meeting agenda outlining the topics discussed.

4.3.3.2.2.2.1.2. A list of attendees, including the name of each individual and the agency or county they represent, must be provided.

4.3.3.2.2.2.1.3. One county may submit this deliverable on behalf of other counties that attended the meeting. However, all represented counties must be clearly identified in the list of attendees.

4.3.3.2.2.2.1.4. If Contractor does not have any Nursing Facilities (NFs) within the boundaries of their county, Contractor is exempt from implementing this deliverable related to Nursing Facilities.

4.3.3.2.2.2.1.4.1. DELIVERABLE: Two or More Nursing Facilities Meetings with One or More Relevant Agencies

4.3.3.2.2.2.1.4.2. DUE: No later than April 30, 2026

4.3.3.2.2.2.2. Case Management Agencies Deliverable: A minimum of two or more meetings shall be held with one or more relevant agencies. These meetings shall include, at a minimum, discussion and documentation of the following information:

4.3.3.2.2.2.2.1. A meeting agenda outlining the topics discussed

4.3.3.2.2.2.2.2. A list of attendees, including the name of each individual and the agency or county they represent, must be provided.

4.3.3.2.2.2.2.3. One county may submit this deliverable on behalf of other counties that attended the meeting. However, all represented counties must be clearly identified in the list of attendees.

4.3.3.2.2.2.2.4. Contractors acting as Case Management Agencies must submit an internal control procedure to substitute for this deliverable requirement.

4.3.3.2.2.2.2.4.1. DELIVERABLE: Two or More Case Management Agency Meetings with One or More Relevant Agencies

4.3.3.2.2.2.2.4.2. DUE: No later than April 30, 2026

4.3.3.2.2.3. To receive the full County Collaboration Incentive Standard Payment, Contractor must successfully submit both County Incentive deliverables as outlined in Sections 4.3.3.2.2.2.1. and 4.3.3.2.2.2.2. above. The completion of both deliverables will contribute 100% toward the total County Collaboration Incentive Standard Payment. If only one deliverable is submitted, it will contribute 50% toward the total payment. The County Collaboration Incentive Standard Payment will represent 20% of the total funds available under this Contract.

5. SEMI-ANNUAL REPORTING

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5.1. Contractor shall submit documentation to the Department to verify Contractor's compliance with each Medicaid County Performance Standards Program and will submit such documentation on a semi-annual basis as required. Contractor must submit documentation to the County Relations webform (https://hcpfdev.secure.force.com/HCPFCountyRelations) or email HCPF_CountyRelations@state.co.us, unless otherwise specified through the HCPF Memo Series.

5.2. For the Second Reporting Period, Contractor shall submit the following documentation:

5.2.1. Any Accuracy Sample Size Exemption Process documentation for the SFY if Contractor failed to meet specified target(s). Contractor shall only submit documentation upon the Department's request after the release of the Report Period 2 Status Report.

5.2.2. Any Customer Service Improvement Plan, Customer Service Outreach Plan, reports or other documents listed as deliverables under this agreement or specified through the HCPF Memo Series. A due date for any plans not submitted in FY 2025-26 will be provided in HCPF Memo Series.

6. EXEMPTIONS

6.1. Contractor may request an exemption for unusual circumstances pertaining to specific measures within this Contract by following the procedure outlined in this section.

6.1.1. Following the Department's review of Contractor's request, a partial payment of the applicable County Incentive may be made at the Department's sole discretion. Such partial payment shall not be subject to exemption requests or disputes. The Department's decision on partial payment is final in addition to any County Incentive Payments made based on the Department's determination.

6.1.2. Definition of Unusual Circumstances

6.1.2.1. Unusual circumstances are defined as uncommon, rare or sudden events such as ransomware or other types of cybersecurity attacks, natural disasters, etc. The circumstance must have been out of Contractor's direct control, and directly result in the failure to act in accordance with or meet the requirements of the specific Medicaid County Performance Standards Program.

6.1.2.1.1. Unusual circumstances for which Contractor can request exemption include circumstances that cause a large, sustained increase in workload.

6.1.2.1.2. Unusual circumstances shall not include situations where Contractor had direct knowledge of, or control over, the circumstances, including instances where Contractor's clear and demonstrated failure to act in accordance with, or meet, the requirements of the specific Medicaid County Performance Standards Program is evident.

6.1.2.1.3. The Department's determination of whether Contractor's request for exemption meets the definition of unusual circumstances is final.

6.1.3. Process for Unusual Circumstances Exemption Requests

6.1.3.1. The process for Contractor to submit an exemption request shall be communicated through the HCPF Memo Series for each applicable Medicaid County Performance Standards Program.

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6.1.3.2. Unusual circumstances exemption requests must include thorough supporting documentation from Contractor clearly outlining what unusual circumstance occurred and what occurred as a result of the unusual circumstance. Contractor shall be responsible for timely submission of any additional documentation requested by the Department for the exemption process determination.

6.1.3.3. General inquiries regarding unusual circumstances exemption requests should be directed to HCPF_MAPdashboards@state.co.us. To formally submit an exemption request, please follow the MAP Exemption Request Process available here: Request Exemption

6.1.4. Department Review and Approval of Exemption Requests

6.1.4.1. Based on Contractor's unusual circumstances exemption request and supporting documentation, the Department will provide Contractor with an approval or denial of the request on the Final Status Report.

6.1.4.2. If the Department approves Contractor's unusual circumstances exemption request, Contractor shall receive a partial payment. Such partial payment shall correspond to the applicable Medicaid County Performance Standards Program for which the exemption request was approved by the Department.

6.1.4.3. The Department has the sole authority to determine the amount of partial payment, which is not subject to dispute by Contractor.

6.1.4.4. If partial payment is made based on Contractor's unusual circumstances exemption request, the Department will provide the actual amount of the partial payment on the Final Status Report.

6.1.4.5. If the Department denies Contractor's unusual circumstances exemption request, the applicable County Incentive Payments issued shall be deemed final and shall not be subject to further dispute or appeal.

6.1.4.6. The Department has the sole discretion to approve or reject any request for unusual circumstances exceptions and may limit the total number of approved exemptions for all Medicaid County Performance Standards Program.

6.1.5. Non-Allowable Exemption Reasons

6.1.5.1. The Department will deny unusual circumstances exemption requests that are one or more of the following:

6.1.5.1.1. Determined to be the fault of Contractor.

6.1.5.1.2. Unusual circumstances that did not exist.

6.1.5.1.3. Any exemption requests based on the following but not limited to the following:

6.1.5.1.3.1. Contractor failed to meet contractually specified requirements relating to the content of submission of deliverables and the timely submission of deliverables.

6.1.5.1.3.2. Contractor failed to meet the contractually specified requirements related to the performance targets of an applicable Medicaid County Performance Standards Program for which an exemption request may be submitted.

6.1.5.1.3.3. Contractor's failure to review and utilize County Administration regulations at 10 CCR 2505-5 1.020 and Medicaid County Performance Standards Program documentation, including policy, informational, and operational guidance issued through the HCPF Memo Series, that resulted in Contractor failing to meet

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performance targets and deliverables relating to any Medicaid County Performance Standards Program.

6.1.5.1.3.4. The Department's final determination regarding Contractor's exemption request(s) related to the Accuracy Performance Measures under the Performance Compliance Performance Incentive Standard shall be final.

6.1.5.1.3.5. Contractor's failure to use the MAP Dashboards for the purposes of fulfilling the purpose of meeting the performance measures outlined in this contract.

6.1.5.1.3.6. Contractor's failure to use EQA case review results for the purposes the purpose of meeting the performance measures outlined in this contract. The reasons for denial of an exemption as stated in Section 6 are not all-inclusive and the Department reserves the right to deny any exemption for reasons not stated in Section 6.

6.1.5.1.4. Prior to denying an exemption for reasons beyond those stated in Section 6, the Department may, at its discretion, request further documentation from Contractor to determine whether the request for exemption meets the exemption standards as stated in Section 6, Exemptions.

6.1.5.2. Medicaid County Performance Standards Program – Eligibility for Unusual Circumstances Exemption Requests

6.1.5.2.1. Unusual circumstances exemption requests may be considered for any Medicaid County Performance Standards Program listed below, subject to the terms and conditions of this Contract and the applicable guidance issued by the Department.

6.1.5.2.1.1. Performance Compliance Performance Incentive Standard

6.1.5.2.1.2. Customer Service Performance Incentive Standard

6.1.5.2.1.3. County Collaboration Incentive Standard

7. NOTIFICATIONS

7.1. Following each Reporting Period, Contractor shall receive a Status Report from the Department identifying the applicable County Incentives met, based on the targets or deliverables for that County Incentive.

7.1.1. Contractor's Reporting Period Status Report shall identify the applicable Medicaid County Performance Standards Programs that were met and those that were not met during the relevant Reporting Period. Funding amounts associated with these programs shall not be disclosed until the conclusion of the SFY.

7.1.2. If Contractor has multiple Reporting Periods within the SFY to meet any County Incentive, each Reporting Period Status Report shall be evaluated independently. The Final Status Report shall summarize the estimated final payment and eligible earnings based on Contractor's performance in meeting the applicable targets or deliverables for each Reporting Period.

7.1.3. Upon conclusion of the SFY, the Department will issue a Final Status Report to Contractor, specifying the County Incentives that were met and not met, and detailing the eligible earnings associated with each incentive earned by Contractor.

7.1.4. The Final Status Report shall be considered final and not subject to dispute. If Contractor disagreed with the Department's determination of compliance with this Contract for any

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applicable incentive, such dispute must have been raised in response to the applicable Reporting Period Status Report.

7.1.5. Each Reporting Period Status Report, as well as the Final Status Report, shall be submitted by the Department to the County Human/Social Services Director and shall serve as the official notification of Contractor's compliance with the targets and deliverables outlined in this Contract for each applicable incentive.

7.1.6. Status Reports for each Reporting Period will be sent within 10 Calendar Days after the Semi-Annual Reporting due date for each Reporting Period as found in Section 5, Semi-Annual Reporting. The date on which the Status Report for each Reporting Period is sent to Contractor will be considered the Status Report Date.

7.1.7. If the Department experiences unusual circumstances resulting in a delay with sending Contractor's Reporting Period or Final Status Reports, the Department will inform Contractor of the delay and an anticipated date of resolution during the 10 Calendar Days after the Semi-Annual Reporting due date for each Reporting Period and provide an updated timeline for sending Contractor's Reporting Period or Final Status Reports.

7.1.8. The Final Status Report will be sent upon the Department's determination of final County Incentive Payment amounts.

7.1.9. Contractor will have the opportunity to dispute the Status Report results as defined in Section 8.1.

8. DISPUTE RESOLUTION

8.1. Opportunity and Timeframe for Dispute Resolution

8.1.1. In the event Contractor disagrees with the findings of the official notification as found in Section 7, Notifications, Contractor will have the opportunity to dispute the Reporting Period Status Report for the Reporting Period in question.

8.1.1.1. The Final Status Report cannot be disputed per Section 7.1.4.

8.1.1.2. Contractor shall have a period of five Calendar Days, commencing the day following the issuance date of each Reporting Period Status Report, to review the report and raise any disputes regarding the results.

8.1.1.3. If Contractor fails to dispute the Reporting Period Status Report within five Calendar Days commencing the day following the issuance date of each Report Period Status Report, the Status Report results will be deemed final. No further disputes will be allowed, and compensation will be made per Section 10, Compensation, based on the results of the non-disputed Status Report.

8.1.2. Allowable Disputes

8.1.2.1. Contractor will be allowed to dispute the results of the Status Report based on the following reasons:

8.1.2.1.1. If the Department states supporting documentation was omitted in its entirety or if the Department states the documentation was submitted outside of the time frames outlined in the Contract and Contractor refutes the claim, Contractor must submit proof of submission. Contractor must show the documentation was in fact submitted in a timely manner and in accordance with the contractually required due date.

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8.1.2.1.2. Contractor requests a re-review of Contractor's submitted documentation that was used to determine compliance with any Medicaid County Performance Standards Program.

8.1.2.1.3. Contractor has available data, such as systems reports or other tracking methodologies, that conflict with the Department's available data that will be utilized to determine compliance with a Medicaid County Performance Standards Program.

8.1.2.1.4. Contractor will be responsible for providing all necessary and relevant data to the Department for the purposes of determining if Contractor's data in fact conflicts with the Department's data.

8.1.2.1.5. The Department will make the final determination when a conflict of data occurs and will make the specific Medicaid County Performance Standards Program Payments based on its final determination.

8.1.2.1.6. Any and all supporting documentation allowed under this sub-section must be submitted to the Department within three Calendar Days of said documentation being determined relevant by the Department. If the documentation is not received by the Department by the timeframe outlined, it will no longer be considered in the Dispute Resolution process.

8.1.2.1.7. The Department reserves the right to add additional allowable dispute reasons on a case-by-case basis based on new and relevant information made available to the Department from Contractor. The Department's determination of additional allowable dispute reasons is final and not subject to the Dispute Resolution process as outlined in Section 8.

8.1.3. Non-Allowable Disputes

8.1.3.1. Contractor will not be allowed to dispute the results of the Status Report based on the following reasons:

8.1.3.1.1. Contractor failed to meet contractually specified requirements relating to the content of submission of deliverables and the timely submission of deliverables.

8.1.3.1.2. Contractor failed to meet contractually specified requirements relating to performance targets of any Medicaid County Performance Standards Program.

8.1.3.1.3. Contractor's failure to review and utilize Medicaid County Performance Standards Program documentation, including policy, informational, and operational guidance issued through the Memo Series, that resulted in Contractor failing to meet performance targets and deliverables relating to any Medicaid County Performance Standards Program.

8.1.3.2. The Department's final determination of Contractor's exemption request(s) for the Accuracy Targets within the Performance Compliance Performance Incentive Program.

8.1.3.2.1. The Department reserves the right to deny a Contractor's dispute based on any reason not included under Section 8.1.3.1. The Department's determination is final and is not subject to dispute or appeal.

9. DELIVERABLES

9.1. Contractor shall provide the stated deliverables in accordance with the dates stated in the table below.

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DELIVERABLES	DATE DUE TO THE DEPARTMENT
Monthly Call Center Report	5th of each month after the month being reported
Two Technical Assistance Session	Before June 12th of each SFY
Customer Service Survey Outreach Plan	By June 30th of each SFY
Customer Service Survey Outreach Report	By June 30th of each SFY
Customer Service Plan Report	By June 5th of each SFY
Customer Service Tier 2 Inbound/Outbound Call Survey	By June 5th of each SFY
Customer Service Outreach Plan or Customer Service Improvement Plan (If required as described in Section 4.3.2.2.2.4.)	By June 30th of each SFY
Two or More Nursing Facilities Meetings	By April 30, 2026
Two or More Case Management Agency Meetings	By April 30, 2026

10. COMPENSATION

10.1. County Incentive Payment

10.1.1. The Department will pay Contractor, after the end of the SFY in which the work was performed, County Incentive Payments for each Medicaid County Performance Standards Program met during the applicable Reporting Period as follows:

10.1.1.1. The Department will pay Contractor a Performance Compliance Performance Incentive Standard Payment at the conclusion of the Second Reporting Period if Contractor meets the requirements for that Performance Compliance Performance Incentive Standard during the First and Second Reporting Period as defined in Section 4.3.1.2.1.

10.1.1.2. The Department will pay Contractor a Customer Service Performance Incentive Payment as shown at the conclusion of the Second Reporting Period if Contractor meets the requirements for this Contract defined in Section 4.3.2.2.

10.1.1.3. The Department will pay Contractor a County Collaboration Incentive Payment at the conclusion of the Second Reporting Period if Contractor meets the requirements for this Contract during the First and Second Reporting Periods as defined in Section 4.3.1.2.1.

10.2. Remaining Funds Incentive Pool Payment

10.2.1. The Department will create a Remaining Funds Incentive Pool each SFY.

10.2.2. The Remaining Funds Incentive Pool shall include the following:

10.2.2.1. The total amount of all base County Incentive Payments allocated to any Contractor that opted out of participation in the Medicaid County Performance Standards Program for that SFY.

10.2.2.2. Each of the County Incentive Payments that were not earned by Contractor during a Reporting Period in that SFY.

10.2.3. Contractor shall be eligible for Remaining Funds Incentive Pool payments.

10.2.4. If the Remaining Funds Incentive Pool is zero dollars ($0.00) for any SFY, Contractor shall not receive a Remaining Funds Incentive Pool Payment for that SFY.

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10.2.5. The Remaining Funds Incentive Pool will be paid as follows:

10.2.5.1. Contractor shall be eligible for payment from the Remaining Funds Incentive Pool based on the dollar amount of Incentives met during that SFY.

10.2.5.2. Based on the proportion of total Incentive funds that Contractor is eligible to be paid in each SFY, Contractor shall receive the same proportion of funds from the Remaining Funds Incentive Pool.

10.2.5.3. Contractor's payment of funds from the Remaining Funds Incentive Pool shall never exceed the county's share of Medicaid expenditure, as specified in Section 2, County Determinations.

10.3. Payment Procedures

10.3.1. Contractor shall receive County Incentive Payments at the end of the Second Reporting Period within 90 Calendar Days following the end of the SFY in which the Medicaid County Performance Standards Program were met. This allocation will reflect the maximum Contractor can earn for this Contract per Reporting Period.

10.3.2. If a contractor's county administration line item is over-expended during the county administration closeout process, Settlement Accounting and the Department may utilize Contractor's earned County Incentive Payments during the closeout process.

10.3.3. Actual County Incentive Payment maximums are dependent on Contractor's share of Medicaid county administration expenditure. In no event shall Contractor be paid more than Contractor's county share of Medicaid county administration expenditure in any Reporting Period or SFY.

10.3.4. The Department may add any unearned funds from the First Reporting Period into the Second Reporting Period allocation for any SFY.

10.3.5. Contractor shall be paid the County Incentive Payments through the County Financial Management System (CFMS).

10.3.6. The Incentive Payment earned is unrestricted, and Contractor may utilize the fund per Contractor's discretion.

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EXHIBIT B, RATES

1. State Fiscal Year 2025-2026 Incentives Payment Table

County Incentive Payment Measures	**Percentage of the Incentive Contract**
Performance Compliance Performance Incentive Payment	50%
Customer Service Performance Incentive Payment	30%
County Collaboration Incentive Payment	20%

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EXHIBIT C, TERMINOLOGY

1. TERMINOLOGY

1.1. In addition to the terms defined in **§3** and Exhibit A, Statement of Work, of this Contract, the following list of terms shall be construed and interpreted as follows:

1.1.1. Business Interruption – Any event that disrupts Contractor's ability to complete the Work for a period of time, and may include, but is not limited to a Disaster, power outage, strike, loss of necessary personnel or computer virus.

1.1.2. Child Health Plan Plus (CHP+) – Colorado's public low-cost health insurance for certain children and pregnant women. It is for people who earn too much to qualify for Health First Colorado (Colorado's Medicaid Program), but not enough to pay for private health insurance.

1.1.3. Closeout Period – The period beginning on the earlier of 90 days prior to the end of the last Extension Term or notice by the Department of its decision to not exercise its option for an Extension Term, and ending on the day that the Department has accepted the final deliverable for the Closeout Period, as determined in the Department-approved and updated Closeout Plan, and has determined that the closeout is complete.

1.1.4. Colorado Revised Statutes (C.R.S.) – The legal code of Colorado; the legal codified general and permanent statutes of the Colorado General Assembly.

1.1.5. Consumer Price Index- Urban (CPI-U) – The Consumer Price Index for All Urban Consumers published by the US Department of Labor, Bureau of Labor Statistics.

1.1.6. Data – State Confidential Information and other State information resources transferred to Contractor for the purpose of completing a task or project assigned in the Statement of Work.

1.1.7. Deliverable – Any tangible or intangible object produced by Contractor as a result of the work that is intended to be delivered to the Department, regardless of whether the object is specifically described or called out as a "Deliverable" or not.

1.1.8. Disaster – An event that makes it impossible for Contractor to perform the Work out of its regular facility or facilities, and may include, but is not limited to, natural disasters, fire or terrorist attacks.

1.1.9. Fraud – An intentional deception or misrepresentation made by a person with the knowledge that the deception could result in some unauthorized benefit to that person or some other person and includes any act that constitutes fraud under any federal or state law.

1.1.10. Health First Colorado – Colorado's Medicaid Program. The Member-facing name for Colorado's Medical Assistance Program, which includes all programs that use the Modified Adjusted Gross Income (MAGI) and Non-MAGI Methodology.

1.1.11. Health Insurance Portability and Accountability Act (HIPAA) – The Health Insurance Portability and Accountability Act of 1996, as amended.

1.1.12. Key Personnel – The position or positions that are specifically designated as such in this Contract.

1.1.13. Member – Any individual enrolled in the Colorado Medicaid program, Colorado's CHP+ program or the Colorado Indigent Care Program, as determined by the Department. Sometimes referred to as a "client".

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1.1.14. Operational Start Date – When the Department authorizes Contractor to begin fulfilling its obligations under the Contract.

1.1.15. Other Personnel – Individuals and Subcontractors, in addition to Key Personnel, assigned to positions to complete tasks associated with the Work.

1.1.16. Provider – Any health care professional or entity that has been accepted as a provider in the Colorado Medicaid program, Colorado's CHP+ program or the Colorado Indigent Care Program, as determined by the Department.

1.1.17. Start-Up Period – The period starting on the Effective Date and ending on the Operational Start Date.

2. ACRONYMS AND ABBREVIATIONS

2.1. The following list is provided to assist the reader in understanding certain acronyms and abbreviations used in this Contract:

2.1.1. ASA – Average Speed to Answer

2.1.2. CAP – Corrective Action Plan

2.1.3. CBMS – Colorado Benefits Management System

2.1.4. CDE – Colorado Department of Education

2.1.5. CDHS – Colorado Department of Human Services

2.1.6. CFMS – County Financial Management System

2.1.7. CFR – Code of Federal Regulations

2.1.8. CHATS – Colorado Child Care Automated Tracking System

2.1.9. CHP+ –Child Health Plan Plus

2.1.10. CICP – Colorado Indigent Care Program

2.1.11. CMS – Centers for Medicare & Medicaid Services

2.1.12. CORA –Colorado Open Records Act, C.R.S. §24–72–200.1, et. seq.

2.1.13. C.R.S. – Colorado Revised Statutes

2.1.14. DOLA – Department of Local Affairs

2.1.15. EBT – Electronic Benefits Transfer

2.1.16. FSR – Financial Status Report

2.1.17. HIPAA – Health Insurance Portability and Accountability Act of 1996, as amended.

2.1.18. MFCU – the Colorado Medicaid Fraud Control Unit in the Colorado Department of Law

2.1.19. MOE – Maintenance of Effort

2.1.20. OEC – Office of Early Childhood

2.1.21. OSA - Office of the State Auditor

2.1.22. PEAK – Program Eligibility and Application Kit

2.1.23. PHI – Protected Health Information

2.1.24. PII – Personally Identifiable Information

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2.1.25. SFY – State Fiscal Year

2.1.26. SNAP – Supplemental Nutrition Assistance Program

2.1.27. TANF – Temporary Assistance for Needy Families

2.1.28. U.S.C. – United States Code

2.1.29. VARA – Visual Rights Act of 1990

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EXHIBIT D, REVIEW SAMPLE SIZE EXEMPTION PROCERSS FLOW

1. STEP 1: THE DEPARTMENT PULLS EQA DATA

1.1. **Decision A**: Did the County complete a minimum of 20 reviews in the fiscal year?

1.1.1. If Yes → Proceed to Decision B.

1.1.2. If No (Fewer than 20 reviews completed), proceed to Decision C.

1.2. **Decision B**: Did the County meet both Accuracy Targets?

1.2.1. If Yes (both targets met), a payment is issued.

1.2.2. If No (one or both targets not met), payment is only issued for the met target(s).

1.3. **Decision C**: Did the County meet both Accuracy Targets with <20 reviews?

1.3.1. If Yes (both targets met), a payment is issued.

1.3.2. If only one target was met:

1.3.2.1. Apply Exemption Review only to the unmet target.

1.3.2.2. Proceed to Step 2: Exemption Review Process.

1.3.2.3. After exemption review:

1.3.2.3.1. If target is met after exemption → Payment issued.

1.3.2.3.2. If not → Payment denied for that target.

1.3.3. If Neither target met:

1.3.3.1. Apply Exemption Review to both targets.

1.3.3.2. Proceed to Step 2: Exemption Review Process.

1.3.3.3. After exemption review:

1.3.3.3.1. If both targets are met after exemption → Payment issued.

1.3.3.3.2. If only one target is met → Payment issued only for that target.

1.3.3.3.3. If neither target is met → Payment not issued.

2. STEP 2: EXEMPTION REVIEW PROCESS

2.1. Applied only when:

2.1.1. County has unmet targets on the MAP Accuracy Dashboard.

2.1.2. Less than 20 reviews were completed.

2.2. Review Steps:

2.2.1. Cause Analysis:

2.2.1.1. Use the MAP Dashboard to analyze errors.

2.2.1.2. Determine root causes using short- or long-run performance reports.

2.2.2. Review Submission:

2.2.2.1. The Department reviews submitted justification.

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2.2.3. Request for More Info:

2.2.3.1. If needed, the Department may request additional documentation.

2.2.4. Exemption Approval:

2.2.4.1. If errors are justifiable, exemption is granted.

2.2.4.2. If not, the exemption is denied.

2.3. Final Rule: Payment issued only if the target(s) is met after exemption(s). If not, payment is denied.

3. ADDITIONAL NOTES

3.1. Errors: MAP Accuracy Dashboard

3.1.1. The dashboard identifies each county's errors.

3.1.2. The Department discusses with counties to prevent similar errors from recurring.

3.1.3. If errors are not addressed and repeated in future months, they will be counted as similar errors.

3.2. Review Size Rules

3.2.1. Three or fewer errors with no similar errors at the end of the fiscal year, automatic exemption.

3.2.2. More than three errors with no similar errors, exemption may be applied.

3.3. Recalculating Actual Accuracy Performance Based on Exemption

3.3.1. Example:

3.3.1.1. A county's target is 23.2% as reflected on the MAP Dashboard.

3.3.1.2. Reviews Conducted: 12

3.3.1.3. MAP Dashboard Total Reviews: 5

3.3.1.4. Inaccurate Eligibility Determination: 41.7% (5 ÷ 12 = 41.7%)

3.3.1.5. Exemption Process – The Department creates two tier target percentages based on the EQA data findings and applies the exemption process on the total county reviews for qualified counties at the end of the fiscal year.

3.3.1.5.1. Similar Errors: 2 (2 ÷ 12 = 17%, not exempted)

3.3.1.5.2. Not Similar Errors: 3 (3 ÷ 12 = 25%, exempted)

3.3.1.6. Revised Exemption-Adjusted Inaccuracy Eligibility Determination Rate: 16.7% (5 Reviews - 3 Not Similar Errors (exemptions applied) = 2, 2 ÷ 12 = 16.7%)

3.3.1.7. The Department may recalculate this percentage or request additional documentation at their discretion.

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Exhibit D: Review Sample Size Exemption Process Flow

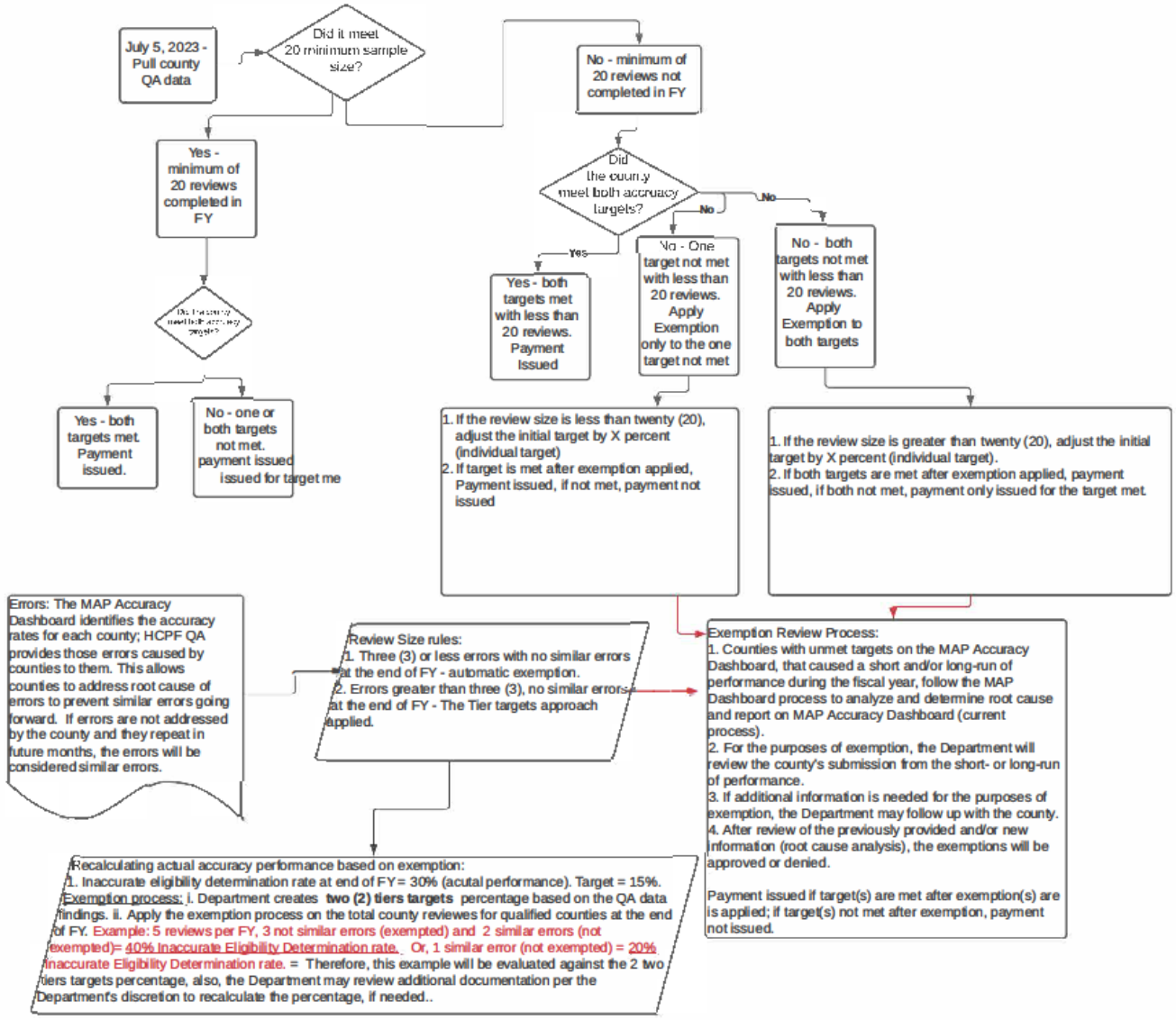

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EXHIBIT E, SMALL, MEDIUM, AND LARGE COUNTY LIST

The table below categorizes counties as small, medium, or large for purposes of qualification of exemptions for timeliness and/or backlog incentives.

Small Counties	Medium Counties	Large Counties
Archuleta County	Alamosa County	Adams County
Baca County	Broomfield County	Arapahoe County
Bent County	Chaffee County	Boulder County
Cheyenne County	Conejos County	City & County of Denver
Clear Creek County	Delta County	El Paso County
Costilla County	Douglas County	Jefferson County
Crowley County	Eagle County	Larimer County
Custer County	Elbert County	Mesa County
Dolores County	Fremont County	Pueblo County
Gilpin County	Garfield County	Weld County
Grand County	Gunnison County	
Hinsdale County	Huerfano County	
Jackson County	La Plata County	
Kiowa County	Las Animas County	
Kit Carson County	Logan County	
Lake County	Moffat County	
Lincoln County	Montezuma County	
Mineral County	Montrose County	
Ouray County	Morgan County	
Phillips County	Otero County	
Pitkin County	Park County	
Rio Blanco County	Prowers County	
San Juan County	Rio Grande County	
San Miguel County	Routt County	
Sedgwick County	Saguache County	
Washington County	Summit County	
Yuma County	Teller County	

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EXHIBIT F, SAMPLE OPTION LETTER

State Agency
Insert Department's or IHE's Full Legal Name

Contractor
Insert Contractor's Full Legal Name

Option Letter Number
Insert the Option Number (e.g. "1" for the first option)

Original Contract Number
Insert CMS number or Other Contract Number of the Original Contract

Option Contract Number
Insert CMS number or Other Contract Number of this Option

Contract Performance Beginning Date
Month Day, Year

Current Contract Expiration Date
Month Day, Year

Current Contract Maximum Amount
Initial Term
State Fiscal Year 20xx: $0.00
Extension Terms
State Fiscal Year 20xx: $0.00
State Fiscal Year 20xx: $0.00
State Fiscal Year 20xx: $0.00
State Fiscal Year 20xx: $0.00
Total for All State Fiscal Years: $0.00

OPTIONS:

A. Option to extend for an Extension Term
B. Option to change the quantity of Goods under the Contract
C. Option to change the quantity of Services under the Contract
D. Option to modify Contract rates
E. Option to initiate next phase of the Contract

1. REQUIRED PROVISIONS:

A. For use with Option 1(A):

In accordance with Section(s) Number of the Original Contract referenced above, the State hereby exercises its option for an additional term, beginning Insert start date and ending on the current contract expiration date shown above, at the rates stated in the Original Contract, as amended.

B. For use with Options 1(B and C):

In accordance with Section(s) Number of the Original Contract referenced above, the State hereby exercises its option to Increase/Decrease the quantity of the Goods/Services or both at the rates stated in the Original Contract, as amended.

C. For use with Option 1(D):

In accordance with Section(s) Number of the Original Contract referenced above, the State hereby exercises its option to modify the Contract rates specified in Exhibit/Section Number/Letter. The Contract rates attached to this Option Letter replace the rates in the Original Contract as of the Option Effective Date of this Option Letter.

D. For use with Option 1(E):

In accordance with Section(s) Number of the Original Contract referenced above, the State hereby exercises its option to initiate Phase indicate which Phase: 2, 3, 4, etc, which shall begin on Insert start date and end on Insert ending date at the cost/price specified in Section Number.

E. For use with all Options that modify the Contract Maximum Amount:

The Contract Maximum Amount table on the Contract's Signature and Cover Page is hereby deleted and replaced with the Current Contract Maximum Amount table shown

Docusign Envelope ID: 6C0DB73D-6186-4F38-ABBE-92F7C3544621

above.

2. OPTION EFFECTIVE DATE:

The effective date of this Option Letter is upon approval of the State Controller or Month Day, Year, whichever is later.

STATE OF COLORADO
Jared S. Polis, Governor
INSERT: Name of Agency or IHE
INSERT: Name & Title of Head of Agency or IHE

_____
By: Name & Title of Person Signing for Agency or IHE

Date**:** _____

STATE CONTROLLER
Robert Jaros, CPA, MBA, JD

_____
By: Name of Agency or IHE Delegate-Please delete if contract will be routed to OSC for approval

Option Effective Date: _____

In accordance with §24-30-202, C.R.S., this Option is not valid until signed and dated above by the State Controller or an authorized delegate

MEETING DATE: July 22, 2025

STAFF PERSON RESPONSIBLE: Brandon Lenderink, Emergency Management Deputy Director

DESCRIPTION: Purchase Order Request and Master Services Agreement with Beacon Communications (County Approved Vendor) in the Amount of $171,800.00.

SUMMARY: The Douglas County Office of Emergency Management received approval from County Budget to proceed with a supplemental request of $250,000 through the Justice Center Sales & Use Tax Fund to complete audiovisual upgrades to the county Emergency Operations Center (EOC).

The current EOC has not undergone significant A/V upgrades in over a decade. The existing infrastructure lacks modern audio and video capabilities to support the integration of current technologies. The EOC currently lacks video conferencing capability. Given today's threat climate and natural hazard risks, it is imperative for the Douglas County Office of Emergency Management to have a state-of-the-art EOC that can effectively support the county's emergency response objectives. By upgrading the EOC's A/V and video conferencing technologies, we aim to improve data visualization, analysis, and overall situational awareness for EOC staff, policymakers, and key stakeholders.

This modernized AV solution will enable the EOC to efficiently support critical emergency and/or disaster response coordination, situational awareness, and video conferencing, all through a simplified and intuitive control interface.

RECOMMENDED ACTION: Request that the Board approve and sign the Purchase Order Request and Master Services Agreement through DocuSign.

REVIEW:

Darren Weekly	Approve	7/9/2025
Jeff Garcia	Approve	7/11/2025
Andrew Copland	Approve	7/18/2025
Doug DeBord	Approve	7/18/2025

ATTACHMENTS:

Beacon MSA

MASTER SERVICES AGREEMENT

THIS AGREEMENT (the "Agreement") is made and entered into this _____ day of _____, 2025, by and between the **BOARD OF COUNTY COMMISSIONERS OF THE COUNTY OF DOUGLAS, STATE OF COLORADO** ("County"), on behalf of **THE DOUGLAS COUNTY SHERIFF'S OFFICE** ("DCSO") and **BEACON COMMUNICATIONS, LLC**, authorized to do business in Colorado. The County, DCSO and Beacon Communications are collectively referred to herein as the "Parties".

RECITALS

WHEREAS, the County is undertaking certain activities including a comprehensive upgrade of the existing Audio-Visual infrastructure in the Emergency Operations Center (EOC) at the Douglas County Justice Center; and

WHEREAS, the Consultant is in the business of providing live video production capabilities to governmental entities; and

WHEREAS, the Consultant has the ability to assist the County through its professional expertise, knowledge, and experience and is ready, willing, and able to provide such services, subject to the conditions hereinafter set forth.

NOW, THEREFORE, for and in consideration of the premises and other good and valuable consideration, the parties agree as follows:

1. MASTER AGREEMENT SCOPE: This Agreement shall provide general terms of engagement and obligations between the Consultant and the County which shall apply to and control any Scope of Service Agreements (SOSA), which is attached hereto and incorporated herein as Exhibit A, between the Consultant and the County. The SOSA shall provide the Scope of Work and financial terms between the Consultant and the County.

2. LINE OF AUTHORITY: Michael Alexander, Director of Emergency Management, (the "Authorized Representative"), is designated as Authorized Representative of the County for the purpose of administering, coordinating, and approving the work performed by the Consultant under this Contract.

3. SCOPE OF SERVICES: Services provided by the Consultant shall be defined by a separate Scope of Services Agreement (SOSA) that shall be approved independently but shall be incorporated by reference and subject to all the provisions of this Master Services Agreement. See Exhibit A attached hereto.

The County may, from time to time, request changes to the scope of services provided in the SOSA. Such changes, including any increase or decrease in the amount of the Consultant's compensation, which are mutually agreed upon between the County and Consultant, shall be in writing and shall become part of the SOSA upon execution.

The Contractor agrees to diligently and professionally perform all the services described herein in a manner satisfactory to the Authorized Representative. It is also understood and agreed that the Contractor shall not, in performing services hereunder, undertake any action or activity prohibited by the terms of any lease, permit, license or other agreement in effect during the term hereof between the Contractor and the County for the use and occupancy by the Contractor of any County facilities or space.

4. MAXIMUM CONTRACT EXPENDITURE: Any other provisions of this Agreement notwithstanding, in no event shall the County be liable for any payments under this Agreement except as authorized in the SOSA and any payments stated in the SOSA shall be subject to the following:

> Any other provision of this Agreement notwithstanding and pursuant to Section 29-1-110, C.R.S., the amount of funds appropriated for this Agreement is ONE HUNDRED SEVENTY-ONE THOUSAND EIGHT HUNDRED Dollars ($171,800.00) any funds appropriated for this Agreement are for the fiscal year in which the SOSA is executed. In no event shall the County be liable for payment under this Contract for any amount in excess thereof. The County is not under obligation to make any future apportionment or allocation to this Contract, nor is anything set forth herein a limitation of liability for Consultant. Any potential expenditure for this Contract outside the fiscal year of the SOS or subsequent SOSA is subject to future annual appropriation of funds for any such proposed expenditure.

5. TERM: It is mutually agreed by the parties that the term of this Contract shall commence as of 12:01 a.m. on August 1, 2025, and terminate at 12:00 a.m. on March 31, 2026. This Agreement and/or any SOSA executed that references this Agreement shall be contingent upon annual funding being appropriated, budgeted, and otherwise made available for such purposes and subject to the County's satisfaction with all products and services received during the preceding term.

6. INVOICING PROCEDURES: Payments shall be made to the Consultant based upon invoices submitted by the Consultant, provided such invoices have been approved by the Authorized Representative. Payments will be made to the Consultant within thirty (30) days, or within a mutually agreed upon period after County has received complete invoices from the Consultant. The County reserves the right to require such additional documentation, including monthly activity reports detailing the Consultant's activities and services rendered, as the County deems appropriate to support the payments to the Consultant. The signature of a Consultant Representative shall appear on all invoices certifying that the invoice has been examined and found to be correct.

7. CONFLICT OF INTEREST: The Consultant agrees that no official, officer, or employee of the County shall have any personal or beneficial interest whatsoever in the services or property described herein, and the Consultant further agrees not to hire, pay, or contract for services of any official, officer or employee of the County. A conflict of interest shall include transactions, activities or conduct that would affect the judgment, actions, or work of the Consultant by placing the Consultant's own interests, or the interest of any party with whom the Consultant has a contractual arrangement, in conflict with those of County.

8. INDEMNIFICATION: The County cannot and by this Contract does not agree to indemnify, hold harmless, exonerate, or assume the defense of the Consultant or any other person or entity whatsoever, for any purpose whatsoever. The Consultant shall defend, indemnify and hold harmless the County, its commissioners, officials, officers, directors, agents and employees from any and all claims, demands, suits, actions or proceedings of any kind or nature whatsoever, including Workers' Compensation claims, in any way resulting from or arising from the services rendered under this Contract; provided, however, that the Consultant need not indemnify or save harmless the County, its officers, agents and employees from damages resulting from the sole negligence of the County's commissioners, officials, officers, directors, agents and employees.

9. INDEPENDENT CONTRACTOR: The Consultant is an independent contractor and is free to perform services for other clients. Notwithstanding any provision of this Agreement, all personnel assigned by the Consultant to perform work under this Agreement shall be and remain at all times, employees of the Consultant for all purposes. THE INDEPENDENT CONTRACTOR IS NOT ENTITLED TO WORKERS' COMPENSATION OR UNEMPLOYMENT BENEFITS THROUGH THE COUNTY AND IS OBLIGATED TO PAY FEDERAL AND STATE INCOME TAX ON ANY MONIES EARNED PURSUANT TO THE CONTRACT RELATIONSHIP.

10. NO WAIVER OF GOVERNMENTAL IMMUNITY ACT: The parties hereto understand and agree that the County, its commissioners, officials, officers, directors, agents, and employees, are relying on, and do not waive or intend to waive by any provisions of this Agreement, or any subsequent agreement subject to this Agreement, the monetary limitations or any other rights, immunities and protections provided by the Colorado Governmental Immunity Act, §§ 24-10-101 to 120, C.R.S., or otherwise available to the County.

11. ASSIGNMENT: The Consultant covenants and agrees that it will not assign or transfer its rights hereunder, or subcontract any work hereunder, either in whole or in part without the prior written approval of the Authorized Representative. Any attempt by the Consultant to assign or transfer its rights hereunder shall, at the option of the Authorized Representative, void the assignment or automatically terminate this Agreement and all rights of the Consultant hereunder.

12. COUNTY REVIEW OF RECORDS: The Consultant agrees that, upon request of the Authorized Representative, at any time during the term of this Contract, or three (3) years thereafter, it will make full disclosure to the County and make available for inspection and audit upon request by the Authorized Representative, the County Director of Finance, or any of their authorized representatives, all of its records associated with work performed under this Agreement for the purpose of making an audit, examination or excerpts. The Consultant shall maintain such records until the expiration of three (3) years following the end of the term of this Agreement.

13. OWNERSHIP OF DOCUMENTS: Except for documentation identified as the Consultant's pre-existing intellectual property, drawings, specifications, guidelines, and any

other documents prepared by the Consultant in connection with this Agreement, or any subsequent agreement, shall be the property of the County.

14. ASSIGNMENT OF COPYRIGHTS: The Consultant assigns to the County the copyrights to all works prepared, developed, or created pursuant to this Agreement, including the right to: 1) reproduce the work; 2) prepare derivative works; 3) distribute copies to the public by sale, rental, lease, or lending; 4) perform the works publicly; and 5) to display the work publicly. The Consultant waives its rights to claim authorship of the works, to prevent its name from being used wrongly in connection with the works, and to prevent distortion of the works.

15. TERMINATION: The County shall have the right to terminate this Agreement, with or without cause, by giving written notice to the Consultant of such termination and specifying the effective date thereof, which notice shall be given at least ten (10) days before the effective date of such termination. In such event, all finished or unfinished documents, data, studies, and reports prepared by the Consultant pursuant to this Agreement shall become the County's property. The Consultant shall be entitled to receive compensation in accordance with this Agreement for any satisfactory work completed pursuant to the terms of this Agreement prior to the date of notice of termination. Notwithstanding the above, the Consultant shall not be relieved of liability to the County for damages sustained by the County by virtue of any breach of the Agreement by the Consultant.

16. NOTICES: Notices concerning termination of this Agreement or for any SOSA referencing this Agreement, notices of alleged or actual violations of the terms or provisions of this Agreement, or any referencing SOSA, and all other notices shall be made as follows:

by the Contractor to:	Douglas County Sheriff's Office Attn: Michael Alexander Director of Emergency Management 4000 Justice Way Castle Rock, CO 80109 (303) 660-7589 malexand@dcsheriff.net
with a copy to:	Douglas County Attorney's Office 100 Third Street Castle Rock, CO 80104 (303) 660-7414
and by the County to:	Beacon Communications, LLC Attn: Phil Tourney (303) 750-6500 ptourney@beacomcom.com

Said notices shall be delivered personally during normal business hours to the appropriate office above, or by prepaid first-class U.S. mail, via facsimile, or other method authorized in writing by the Authorized Representative. Mailed notices shall be deemed effective upon receipt or three (3) days after the date of mailing, whichever is earlier. The parties may from time-to-time

designate substitute addresses or persons where and to whom such notices are to be mailed or delivered, but such substitutions shall not be effective until actual receipt of written notification.

17. NONDISCRIMINATION: In connection with the performance of work under this Agreement, the Consultant agrees not to refuse to hire, discharge, promote or demote, or to discriminate in matters of compensation against any person otherwise qualified, solely because of race, color, religion, national origin, gender, age, military status, sexual orientation, marital status, or physical or mental disability.

18. GOVERNING LAW; VENUE: This Agreement shall be deemed to have been made in and construed in accordance with the laws of the State of Colorado. Venue for any action hereunder shall be in the District Court, County of Douglas, State of Colorado. The Contractor expressly waives the right to bring any action in or to remove any action to any other jurisdiction, whether state or federal.

19. COMPLIANCE WITH ALL LAWS AND REGULATIONS: All of the work performed under this Agreement by the Consultant shall comply with all applicable laws, rules, regulations and codes of the United States and the State of Colorado. The Consultant shall also comply with all applicable ordinances, regulations, and resolutions of the County and shall commit no trespass on any public or private property in the performance of any of the work embraced by this Agreement.

20. SEVERABILITY: In the event any of the provisions of this Agreement are held to be unenforceable or invalid by any court of competent jurisdiction, the validity of the remaining provisions shall not be affected. Should either party fail to enforce a specific term of this Agreement it shall not be a waiver of a subsequent right of enforcement, nor shall it be deemed a modification or alteration of the terms and conditions contained herein.

21. NO THIRD-PARTY BENEFICIARIES: The enforcement of the terms and conditions of this Agreement and all rights of action relating to such enforcement, shall be strictly reserved to the County and the Consultant, and nothing contained in this Agreement shall give or allow any such claim or right of action by any other or third person under such Agreement.

22. ADVERTISING AND PUBLIC DISCLOSURE: The Consultant shall not include any reference to this Agreement or services performed pursuant to this Agreement in any of Consultant's advertising or public relations materials without first obtaining the written approval of the Douglas County Public Affairs Director. Nothing herein, however, shall preclude the transmittal of any information to officials of the County, including without limitation, the County Manager, Assistant County Manager, and the Board of County Commissioners.

23. PRIORITY OF PROVISIONS: In the event that any terms of this Agreement and any Exhibit, attachment, or other referenced document are inconsistent, the following order of priority shall control:

1st This Agreement, Sections 1 through 33
2nd Exhibit A- SOSA Scope of Work & Method of Payment
3rd Exhibit C- Insurance Requirements

24. HEADINGS; RECITALS: The headings contained in this Agreement are for reference purposes only and shall not in any way affect the meaning or interpretation of this Agreement. The Recitals to this Agreement are incorporated herein.

25. ENTIRE AGREEMENT: The parties acknowledge and agree that the provisions contained herein constitute the entire agreement and that all representations made by any commissioner, official, officer, director, agent, or employee of the respective parties unless included herein are null and void and of no effect. No alterations, amendments, changes, or modifications to this Agreement, except those which are expressly reserved herein to the Authorized Representative, shall be valid unless they are contained in writing and executed by all the parties with the same formality as this Agreement.

26. INSURANCE: The Consultant shall be required to maintain the insurance requirements provided in Exhibit B, attached hereto, and incorporated herein by reference. The Consultant shall provide evidence that such requirements have been met and shall provide updated information to the County in the event any changes are made to the Consultant's insurance coverage during the term of this Agreement.

27. COUNTY EXECUTION OF AGREEMENT: This Agreement is expressly subject to and shall not be or become effective or binding on the County, until execution by all signatories of the County.

28. CONFIDENTIALITY OF INFORMATION: Both parties understand and agree that data, materials, and information disclosed by a party to the other party may contain confidential, trade secret and/or protected information. To the extent permitted by law and except as required by the Open Records Act, each party covenants that data, material, and information gathered, based upon or disclosed for the purpose of this Agreement, will not be disclosed to or discussed with third parties without the prior written consent of the other party.

29. DATA SECURITY AND COMPLIANCE WITH C.R.S. §6-1-713, §6-1-713.5 AND §6-1-716 REGARDING PROTECTIONS FOR CONSUMER DATA PRIVACY. The Parties shall comply with all relevant provisions of the Colorado Revised Statues regarding Protections for Consumer Data Privacy. Specifically, C.R.S. §6-1-713, §6-1-713.5 and §6-1-716 requiring the Disposal of personal identifying documents, Protection of personal identifying information, and Notification of security breach.

In addition, the Consultant shall:

A. Employ reasonably acceptable security standards; and
B. Immediately notify County of any breach of data containing personal identifiable information as defined in the Colorado Revised Statutes.

30. WARRANTY, EXCLUSIONS, AND DISCLAIMER:

A. *Software Warranty.* Licensor warrants that the Software delivered hereunder shall conform to the Functional Specifications set forth in the Exhibit A and will be free of Errors during the Warranty Period. Warranty Period means for each system delivered under this Agreement, the Warranties shall extend to all Errors discovered within twelve (12) months from the date of Final Acceptance of the system by the County. Licensor's sole obligation and responsibility to County under the foregoing warranty is to remedy, at no cost to County, any such Error reported to Licensor during the Warranty Period. Notwithstanding the foregoing or any other term or provision of this Agreement, with respect to Third Party Software provided by Licensor hereunder, Licensor makes no warranties, but shall, to the extent legally permitted, pass through to County all warranties provided by the original licensor/manufacturer.

B. *Software and Operational System Warranty*. Licensor warrants:

i. Material and Workmanship. Each system delivered, including software that is a part of the system, will conform to all requirements of materials, workmanship as specified in the Scope of Services, Exhibit A.

ii. Design and Manufacture. Each system, and or system software delivered under this Agreement will conform to all design and manufacturing requirements specified in this Agreement including software design specifications and configurations.

iii. Essential Performance. Regardless of the County's initiation of or participation in developing system design or specifications, each system and related software delivered under this Agreement will conform to the performance requirements and functional requirements and verified by the tests and procedures set forth in Exhibit A herein.

iv. Uniform Commercial Code. County shall retain all its rights pursuant to C.R.S §4-2-101 *et seq*. of the Colorado Uniform Commercial Code.

C. County's Remedies for Breach of Warranty.

i. The rights and remedies of the County under the above stated warranties are in addition to any rights and remedies of the County under any other provision of this Agreement, including, but not limited to, the County's rights in relation to latent defects, fraud, or gross mistakes that amount to fraud; and shall apply notwithstanding inspection, acceptance, or any other clauses or terms of this Agreement.

ii. In the event of any Error with respect to a system deliverable under this Agreement, the County in its sole discretion may: (i) require the Licensor to take such action as may be necessary to eliminate the Error, at no additional cost to the County; (ii) require the Licensor to supply, at no additional cost to the County, all materials and instructions necessary for the County eliminate the Error; or (iii) equitably reduce the Agreement price.

iii. The County may elect the remedies as provided above notwithstanding any dispute respecting the existence of or responsibility for any alleged Error as defined herein with respect to any system deliverable under this Agreement; provided that the Licensor will not be required to pay costs incurred by the County until final determination of the existence of the Error. In the event that the alleged Error is subsequently determined not to be an Error subject to this warranty, but the Licensor has incurred costs as required above and by the County, then the Agreement cost shall be equitably adjusted.

31. DISPUTES: Without limiting, or diminishing in any way, the County's ability to cancel without reason by providing Ten days' notice, or any other provisions therein, as set forth in Section 15, should any disputes arise with respect to this Agreement or referencing SOSA, the Consultant and the County agree to act immediately to resolve such disputes. Time is of the essence in the resolution of disputes.

A. The Consultant and the County agree that, the existence of a dispute notwithstanding, each party will continue without delay to carry out all of its respective responsibilities under this Agreement that are not affected by the dispute.

B. If a party to this Contract is not satisfied with the progress toward resolving a dispute, the party must notify in writing the other party of this dissatisfaction. Upon issuance of written notice, the parties have ten (10) business days, unless the parties mutually agree to extend this period, following the notification, to resolve the dispute. If the dispute is not resolved within ten (10) business days, the party feeling itself aggrieved may submit the dispute in writing according to the following escalation contacts:

a. First level: the Consultant's Regional Manager and the County's project sponsor; and
b. Second level: the Consultant's President/CEO and the County's Information Technologies CIO.

The presentation may include a period of negotiations, clarifications, and mediation sessions and will not terminate until one of the parties concludes that the presentation period is over.

C. In the event the grievance cannot be resolved to the mutual satisfaction of the parties within a mutually agreed upon timeframe, the parties may mutually agree to submit the dispute to non-binding mediation for a determination, based on then-current commercial mediation rules of the American Arbitration Association. If a party is still not satisfied with the decision, the party may submit the dispute to a Colorado court of competent jurisdiction.

D. The County may withhold payments on disputed items pending resolution of the dispute. The unintentional non-payment by the County to the Consultant of one or more invoices not in dispute in accordance with the terms of this Agreement will not be cause for Consultant to terminate this Agreement, and the Consultant may bring suit to collect these amounts without following the disputes procedure contained herein.

32. FORCE MAJEURE: No party shall be liable for failure to perform hereunder if such failure is the result of *force majeure*. Any time limit shall be extended for the period of any delay resulting from any *force majeure*, or this Agreement may be terminated if such delay makes performance of the Agreement impossible or impracticable. *Force majeure* shall mean causes beyond the reasonable control of a party such as, but not limited to, weather conditions, acts of God, strikes, work stoppages, unavailability of or delay in receiving labor or materials, faults by contractors, subcontractors, utility companies or third parties, fire or other casualty or action of government authorities.

33. SOURCE CODE ESCROW: Consultant shall place the latest release of software into escrow a minimum of twice per year, as documented in a letter from the Consultant to the County's Authorized Representative. This letter shall provide confirmation that an approved software escrow agency has named Douglas as a beneficiary of the software source code.

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IN WITNESS WHEREOF, the County and the Consultant have executed this Agreement as of the above date.

BEACON COMMUNICATIONS LLC

BY: _____ ATTEST: (if a corporation)

Printed Name: _____ _____

Title: _____ Title:_____

DATE: _____

Signature of Notary Public Required:

STATE OF _____)
) ss.
COUNTY OF _____)

The foregoing instrument was acknowledged before me this _____ day of _____, 2025, by _____(Name of Individual Signing the Document).

Witness my hand and official seal

_____
Notary Public
My commission expires: _____

BOARD OF COUNTY COMMISSIONERS OF DOUGLAS COUNTY:

BY:_____
Abe Laydon
Chair

DATE:_____

ATTEST:

_____
Clerk to the Board

DATE: _____

APPROVED AS TO FISCAL CONTENT:

_____
Andrew Copland
Director of Finance

DATE: _____

DOUGLAS COUNTY SHERIFF'S OFFICE:

BY: _____
Darren Weekly
Sheriff

DATE: _____

APPROVED AS TO CONTENT:

_____
Douglas J. DeBord
County Manager

DATE:_____

APPROVED AS TO LEGAL FORM:

_____
Kelly Dunnaway
Deputy County Attorney

DATE:_____

EXHIBIT A

SCOPE OF SERVICES AGREEMENT (SOSA)
(Beacon Communications, LLC Proposal #250763 REV1)

7810 Shaffer Parkway, Suite 120, Littleton, CO 80127
Phone: 303-750-6500 Fax: 303-750-6400

Proposal #250763 REV1

Project:
Douglas County Justice Center– EOC Audio Visual System

Submitted on:
June 23, 2025

Proposed Systems:
Audio Visual Systems

System Scope of Work:

Douglas County Justice Center — Emergency Operations Center (EOC) AV System Refresh

Overview

Beacon Communications proposes a comprehensive upgrade of the Emergency Operations Center (EOC) at the Douglas County Justice Center. The project includes a full refresh of the existing Audio-Visual infrastructure with the implementation of a Crestron DM NVX AV-over-IP solution. This enterprise-grade system is engineered for high-performance distribution of 4K video, audio, USB, and control signals over standard 1Gb Ethernet networks, ensuring maximum flexibility, scalability, and long-term reliability. This modernized AV solution will enable the EOC to efficiently support critical emergency response coordination, situational awareness, and video conferencing, all through a simplified and intuitive control interface.

System Objectives

- Upgrade AV system for improved reliability and expandability.
- Enable flexible routing of video and audio sources to any combination of displays or speakers.
- Integrate secure, high-quality video conferencing functionality.
- Provide intuitive, centralized control via user-friendly touch interfaces.
- Deliver professional training to ensure successful adoption and operation.

System Features & Components

Displays

- (5) 86” commercial-grade 4K displays:
  - (5) Front wall
- (4) 55” commercial-grade 4K displays:
  - (2) Left side wall
  - (2) Right side wall
- Displays will be connected via DM NVX endpoints for high-quality content delivery.

Video Sources

- (5) Owner-provided cable boxes
- (1) Rack-mounted owner PC for presentations and video conferencing
- (4) x4 Dedicated EOC PC”s with emergency management software
- (1) Owner-provided PC for GIS content

Cameras & Video Conferencing

- (2) PTZ (Pan-Tilt-Zoom) cameras installed at front and rear of room
  - Supports video calls through the owner provided rack PC utilizing Microsoft Teams
- Integration with touch control interfaces for camera switching and presets

Audio System

- (2) Microphone arrays for room audio capture during video calls
- (1) Wireless handheld microphone for alternative speech pickup

- (1) New digital signal processor (DSP) for managing audio inputs/outputs
- (1) New audio amplifier
- New in-ceiling flush-mounted speakers for clear audio reinforcement

Control System

- (1) Wall or table mounted 10” Crestron touch screen
- (1) Tabletop-mounted 21.5” Crestron touch screen
    - Advanced audio/video routing
    - Preset scenes for simplified operation
- Both interfaces provide streamlined, consistent user experience

Rack & Infrastructure

- New 44U equipment rack located at the rear of the room
    - Replacement for existing AV rack
    - Will house all core system components, processors, and cabling
- Beacon will demo and remove existing AV equipment, returning it to the owner

---

Installation & Support

- System Design & Engineering: Tailored for EOC use-case, leveraging robust Crestron AV-over-IP architecture
- Professional Installation: All displays, speakers, microphones, cameras, and control interfaces will be securely installed to meet code and operational requirements
- Commissioning & Testing: System will be fully tested for performance, network integration, and reliability
- User Training: Beacon will provide hands-on end user training to ensure confident and effective system operation

---

Summary

The proposed Crestron DM NVX AV system will provide the Douglas County Justice Center EOC with a reliable, future-ready platform for managing emergency operations and communications. The design ensures maximum flexibility, expandability, and ease of use, while maintaining a clean and professional AV environment suitable for the EOC’s operations.

Justice Center EOC Total:……..……..……..*$171,800.00

*This proposal is valid for a period of sixty (60) days. Due to volatility in the semiconductor and copper markets, after 60 days additional charges for inflationary increases or manufacture surcharges may occur. Lead times may be extended depending on supply. Please review project schedules with the Beacon Team to identify any cost impacts.

Material	
Description	**Customer Price**
Material	$106,013.44
Sub Total	**$106,013.44**

Labor Cost	
Description	**Customer Price**
Field Labor	$24,030.00
Shift Differential	$0.00
Project Management	$4,499.62
Commissioning	$4,499.62
IT PM	$0.00
Engineering	$8,784.97
Programming	$8,784.97
Project Coordination	$408.51
Testing	$0.00
Training	$612.77
Quality Control	$0.00
Travel Labor	$0.00
Remaining Support Labor	$0.00
Sub Total	**$51,620.45**

General Expenses	
Description	**Customer Price**
Travel Mileage	$0.00
Travel Lodging	$0.00
Per Diem	$0.00
Subcontractor	$0.00
SMA	$0.00
Freight	$6,360.49
Remaining Support Matr'l	$7,804.67
Sub Total	**$14,165.16**
Total	**$171,799.04**
Bond	
Tax	
Grand Total	**$171,800.00**

ROOM EQUIPMENT:

Qty	Description	Model or Part #	Manufacturer	Unit Price	Material Price
	JUSTICE CENTER EOC				
	VIDEO				
5	86" COMMERCIAL DISPLAY	4P-B86EJ2U	SHARP	$2,339.88	$11,699.40
4	55" COMMERCIAL DISPLAY	4P-B55EJ2U	SHARP	$656.45	$2,625.80
5	DISPLAY MOUNT	XTM1U	CHIEF	$426.02	$2,130.10
4	DISPLAY MOUNT	MTM1U	CHIEF	$229.33	$917.32
2	PTZ USB CAMERA	COM520PR3	AVER	$1,342.34	$2,684.68
2	HDMI WALL PLATE TRANSMITTER (for cameras)	HD-TXC-4KZ-101-1G	CRESTRON	$301.84	$603.68
2	HDMI RECEIVER (for cameras)	HD-RXC-4KZ-101	CRESTRON	$263.80	$527.61
1	CAMERA SWITCHER	CAM300	INOGENI	$1,691.48	$1,691.48
8	DM NVX ENCODER CARD (rack pc for vtc / extend desktop & x4 inputs for special pc)	DM-NVX-384C	CRESTRON	$1,901.85	$15,214.80
5	DM NVX ENCODER CARD (cable boxes X5)	DM-NVX-384C	CRESTRON	$1,901.85	$9,509.25
1	DM NVX ENCODER (GIS desktop)	DM-NVX-384	CRESTRON	$1,901.85	$1,901.85
1	DM NVX DECODER CARD FOR PC MONITOR	DM-NVX-D30C	CRESTRON	$877.31	$877.31
9	DM NVX DECODER (to x9 displays)	DM-NVX-384	CRESTRON	$1,901.85	$17,116.65
2	DM NVX CARD CHASSIS	DMF-CI-8	CRESTRON	$1,349.70	$2,699.40
5	OWNER FURNISHED CABLE BOX	TBD	COMCAST	$0.00	$0.00
1	OWNER FURNISHED PC FOR VTC	TBD	TBD	$0.00	$0.00
4	OWNER FURNISHED PC EOC CONTENT	TBD	TBD	$0.00	$0.00
1	OWNER FURNISHED PC MONITOR	TBD	TBD	$0.00	$0.00
	AUDIO				
1	AUDIO AMPLIFIER	MP-A40V	QSC	$1,579.15	$1,579.15
12	IN CEILING SPEAKERS	AC-C6T	QSC	$136.20	$1,634.40
1	AUDIO DSP	CORE24F	QSC	$3,975.47	$3,975.47
1	16X16 DANTE LICENSE	SLDAN-16-P	QSC	$441.72	$441.72
2	IN CEILING MICROPHONE ARRAY	MAX920W-S	SHURE	$4,060.13	$8,120.26
1	WIRELESS MICROPHONE RECEIVER W/ HANDHELD	SLXD24/B58-G58	SHURE	$720.25	$720.25
2	1/2 WAVE ANTENNA	UA8-470-530	SHURE	$30.68	$61.36
	CONTROL				
1	NVX DIRECTOR	DM-NVX-DIR-80	CRESTRON	$3,880.99	$3,880.99
1	CONTROL PROCESSOR	CP4N	CRESTRON	$1,889.58	$1,889.58
2	NETWORK I/0 RS232 EXPANDER	CEN-IO-COM-102	CRESTRON	$250.31	$500.62
1	OWNER FURNISHED NETWORK SWITCH	TBD	TBD	$0.00	$0.00
1	OWNER FURNISHED KEYBOARD & MOUSE	TBD	TBD	$0.00	$0.00
1	10" WALL TOUCH SCREEN	TSW-1070	CRESTRON	$1,871.17	$1,871.17
1	21.5 HD TOUCH SCREEN	TSD-2220-B	CRESTRON	$1,349.70	$1,349.70
1	DIGITAL GRAPHICS ENGINE FOR TOUCH SCREEN	DM-DGE-200-C	CRESTRON	$1,840.50	$1,840.50
1	TABLE STAND FOR 21.5 TOUCH SCREEN	FSB018BLK	CHIEF	$330.68	$330.68
	INFRASTRUCTURE				
1	44 RU EQUIPMENT RACK	ERK-4425-AV	MID ATLANTIC	$2,047.24	$2,047.24
2	POWER DISTRIBUTION SURGE	PD-915R	MID ATLANTIC	$148.47	$296.94
1	UPS BATTERY BACKUP	NEXSYS	UPX-RLNK-OL3000R-2	$4,121.48	$4,121.48
8	RACK SHELF	U1V	MID ATLANTIC	$49.70	$397.60
1,000	CAT6 SHIELD CABLE	24-4P-P-L6SH-BLK	LIBERTY	$0.64	$640.00
500	18/2 SPEAKER CABLE	18-2C-P-BLK	LIBERTY	$0.23	$115.00
1	DEMO	BEACON	LABOR	$0.00	$0.00

Proposal Inclusion and Exclusions

Inclusions and Exclusions Matrix:

	Proposal Includes	Proposal Excludes		Proposal Includes	Proposal Excludes
System Equipment	X		Conduit		X
Device Termination	X		Sleeves		X
System Cable	X		Electrical Back boxes		X
Cable Installation	X		120V Requirements		X
Cable Tray or Ladder Rack		X	Grounding Bus Bar and Conductor		X
J-Hook or Bridle Rings	X		Fire Blocking (i.e. Fire Caulk)		X
Headend Termination	X		Prevailing Wage or Davis Bacon Labor Rates		X
System Programming	X		Applicable Permits		X
Testing	X		Applicable Taxes		X
Owner Training	X		Applicable Fees		X
Submittals and Shop Drawings	X		Termination of Equipment Provided by Others		X
As-Built Drawings	X		Freight to Job Site	X	
Warranty As Specified	X		Software Maintenance Agreement		X
Extended Warranty		X	Computers, Servers, Routers, etc.		X

Inclusions:

1. This proposal is based only on devices shown or as noted herein. Any requirement for additional devices, equipment, wire or labor will be addressed in a separate document.
2. This proposal is based only on devices and/or scope as described above. Any requirement for additional devices, equipment, wire or labor will be addressed in a separate document.
3. Furnish and install system cable and headend equipment as well as terminate system devices shown on drawings for the above referenced system(s).
4. Price is based upon standard labor rates.
5. Based on stated system functionality only. Any expanded functionality will be addressed in a separate scope of work.

Exclusions:

1. Network connectivity and any necessary voice/data.
2. Millwork or furniture modifications.
3. Patching, painting or finishing of architectural surfaces.
4. Firewall, ceiling, roof and floor penetration, patching and/or repair.
5. The removal of existing system devices, cable, and Headend Equipment.
6. Provision or Installation of required system cabling for the above referenced system(s).
7. Provision or Installation of required back boxes for the above reference system(s).
8. The software will be installed on the customer's network. No server, switches or computers are being provided as a part of this proposal.
9. Conduit, electrical boxes, sleeves, cable tray, 120V electrical requirements, computers, servers or routers.
10. Prevailing wage or Davis Bacon labor rates.
11. Furnishing or installing any other system not listed above.

Proposal Inclusion and Exclusions (continued)

Assumptions:

1. Beacon will be furnished with one set of "for construction" drawings and one soft copy of Computer Aided Design drawings (AutoCAD Version 2014) for submittal purposes, working drawings, etc. If CAD files are not provided, a charge of $120.00/hour will be added to the proposal price to cover the cost of the systems drawing preparation.
2. Allow for a minimum of 21 calendar days for the engineered drawings to be completed from Beacon's receipt of a purchase order and complete CAD files.
3. Beacon will be furnished with a copy of the project schedule with appropriate updates for our use to schedule manpower and lead-time for equipment.
4. Beacon will be kept advised as to inspection dates, completion dates, changes in the work, other contractor coordination, etc., in a timely manner.
5. Beacon will have the ability to store cable and equipment on site in a lockable room.
6. Normal business hours and workweek (7:30am to 4:30pm Monday through Friday). Evenings, weekend and holiday work is to be addressed in a separate document.

Proposal Terms and Conditions

Conditions of Sale:

The proposed special systems equipment information within this document is to be regarded as proprietary. The material contained therein shall not be duplicated in all or part without the written authorization from Beacon Communications, LLC.

Limited Liabilities:

With the exception of and subject to the indemnification provisions in MSA ¶¶ 8a. and 8b., Beacon Communications, LLC shall not be liable for any direct, indirect or consequential damages, including, but not limited to, lost time, lost money, lost profits, or otherwise, whether or not such damages are foreseen or unforeseen, due to the installation and use of any third-party products.

Beacon Communications, LLC does not represent that products sold under this agreement will prevent loss by fire or otherwise, or that the products will in all cases provide protection for which they are installed or intended. The buyer acknowledges that Beacon Communications, LLC is not an insurer and assumes no risk for any loss of or damage to life or property, direct, indirect, or consequential, arising out of the use or, failure of, or inability to use these products. Furthermore, Beacon Communications, LLC shall not be liable for any personal injury or loss of life which arises during, or because of, use of these products or repair of existing products.

Lead Based Paint and Asbestos:

This proposal assumes that all responsibilities related to the identification, isolation, sealing and/or abatement of lead-based paint and/or asbestos are provided by others. Furthermore, this proposal does not include funds for such work or the management of such work. It is the sole responsibility of the proposed to notify Beacon Communications, LLC if such work has not been assigned so that a separate proposal for these measures can be generated. Beacon Communications, LLC complies with all requirements of EPA 40 CFR part 745, Lead; Renovation, Repair, and Painting Program and EPA part 763-Asbestos.

Beacon Employees

Beacon Communications conducts initial background checks on all personnel and requires on-going yearly background checks for all field personnel. Databases including National Criminal Records and Sex Offender Registry Search, Colorado Criminal Records and Sex Offender Registry Search, SSN Trace, Alias Search and MVR are utilized for these inquiries.

Equipment Warranty:

Beacon Communications, LLC warrants products sold under this agreement for a period of twelve (12) months from the date of purchase or as specified by the manufacturer. Beacon Communications, LLC' obligation under this warranty is limited to repairing or replacing any part of the products sold under this agreement that we agree is defective in materials or workmanship under normal use and service during the warranty period.

This warranty is void if products have been altered or subjected to misuse, neglect, accident, damage or improper repair by non-certified personnel.

Warranty repair can be arranged by calling 303-750-6500 during normal business hours, 7:30 a.m. to 4:30 p.m. Monday through Friday.

Non-Solicitation:
During the period commencing on the Effective Date and ending one year following the Termination Date, the Customer shall not, without Beacon Communications, LLC prior written consent, directly or indirectly; (i) solicit or encourage any person to leave the employment or other service of Beacon Communications, LLC or its Affiliates; or (ii) hire, on behalf of the Customer or any other person or entity, any person who has left the employment within the one year period following the termination of that person's employment with Beacon Communications, LLC or its Affiliates. During the period commencing on the date hereof through and ending one year following the Termination Date, the Customer will not, whether for its own account or for the account of any other Person, intentionally interfere with the relationship of Beacon Communications, LLC or its Affiliates with, or endeavor to entice away from Beacon Communications, LLC or its Affiliates, any person who during the term of the Agreement is, or during the preceding one-year period, was a tenant, co-investor, co-developer, joint ventures or other customer of Beacon Communications, LLC or its Affiliates.

Proposal Terms and Conditions (continued)

Terms:
Beacon Communications, LLC will progressively invoice for labor and material, (both stored and installed) each month. Payment is expected net 30 days from date of invoice. Beacon Communications, LLC reserves all lien rights under the provisions and laws of the State of Colorado.

This proposal is valid for a period of sixty (60) days from the date of the proposal.

We hope that the above meets with your satisfaction. Please contact me should any questions or concerns arise.

Respectfully,

Phil Tourney
AV Solutions Manager
Beacon Communications, LLC
7810 Shaffer Parkway, Suite 120
Littleton, CO 80127
303.750.6500 Main
ptourney@beaconcom.com

Acceptance of Proposal
The above prices, scope of work and conditions are satisfactory and are hereby accepted. You are authorizing Beacon to perform the work and payment will be made as outlined per the terms stated above.

Signature of Approval_____

Print Name_____

Date of Approval_____ Purchase Order No. _____

Our Core Offerings

Critical Communications

- Nurse Call
- Mobility, Pagers
- Centralized PBX
- Middleware & Integrations
- Overhead Paging & Mass Notification
  - Automated Code Blue
  - Situational, Tornado, Active Shooter, Lockdown
- Video Intercom Systems
- Digital Signage & Media

Electronic Security

- Access Control
- Surveillance & Video Management
- Camera Analytics
  - Slip & Fall
  - Gun Detection
  - ED Patient Dump & Run
  - Notification
- Acoustic Monitoring
- Integrated Locking Systems
- Concealed Weapons Detection
- Video Walls/SOC
- License Plate Recognition (LPR Cameras)
- Wi-Fi & GSM Staff Duress
- Environmental Monitoring
- Intrusion Detection
- Visitor Management Systems
- Biometrics
- System Monitoring

Custom Integrations

- EMR
- Real-Time Locating
- Nurse Call Systems
- Mobility
- Security System Notifications & Integrations
- Virtual Care, Nurse Call, RTLS, and EMR
- Duress
- Patient Workflow

Virtual Care (EHR Embedded)

- Tele-Sitting
- Tele-Rounding
- Virtual Admissions/Discharges
- 2-way Audio Video Consultations (patient to clinician; caregiver to caregiver)
- Virtual ICU Consultations & Observations
- Staff Safety Monitoring
- High Risk Behavioral Health Observation

Audio/Visual

- Video Conferencing
- Conference Room Scheduling
- Sound Masking
- Overhead Paging
  - Automated Code Blue
- Digital Signage & Media
- Active Monitoring for Offline Devices
- Patient Engagement Systems
- Master & Synchronized Clock Systems
- Campus Intercommunications

Managed Services

- Scheduled Training
- Preventive Maintenance
- Software Updates & Management
- Clinical Training
  - Custom Content Development
  - On-Demand Video Training
- Informatics Review & Setup
- Hardware Maintenance & Service
- Scheduled Code Testing
- Remote Support

BEACON COMMUNICATIONS

Business Intelligence

- Reporting/Analytics
- Custom, Multi-System Data Aggregation & Dashboarding
- Data Management

Location Technology (RTLS)

- Staff Duress
- Automated Nurse Call - cancels when nurse enters room
- Time spent at patient's bedside
- Asset Tracking
- Patient Flow
- Data Analytics

Professional Services

- Clinical Needs Assessments
- LEAN for Healthcare Consultancy
- Clinical Systems Optimization
- Physical Security Assessments
- Critical Systems Visioning, Planning
- Clinical Systems Adoption, Training, and Content Dev
- IT - Remote System Support
- IT - Disaster Recovery (DR)
- Cloud Services/Migration
- Clinical Workflow Analysis & Consulting
- Clinical/Staff Training
- Clinical Informatics-Collection & Review
- Technical Programming & Systems Integrations
- Middleware Notifications & Setup
- Enterprise Consulting & Standardization
- Technology Consulting
  - Problem Solving
  - Best Practices
  - Hospital Initiatives

WWW.BEACONCOM.COM

EXHIBIT B
INSURANCE REQUIREMENTS

Contractor shall procure and maintain for the duration of the contract insurance against claims for injuries to persons or damages to property which may arise from or in connection with the performance of the work hereunder by the Contractor, its agents, representatives, or employees.

MINIMUM SCOPE AND LIMIT OF INSURANCE

Coverage shall be at least as broad as:

1. **Commercial General Liability** (CGL): Covering CGL on an "occurrence" basis, including products and completed operations, property damage, bodily injury, and personal & advertising injury (including coverage for contractual and employee acts) with limits no less than **$1,000,000** per occurrence. If a general aggregate limit applies, either the general aggregate limit shall apply separately to this project/location (ISO CG 25 03 or 25 04) or the general aggregate limit shall be twice the required occurrence limit. $2,000,000.
2. **Automobile Liability**: Insurance Services Office Form covering, Code 1 (any auto), or if Contractor has no owned autos, Code 8 (hired) and 9 (non-owned), with limit no less than **$1,000,000** per accident for bodily injury and property damage.
3. **Workers' Compensation** insurance as required by the State of Colorado, with Statutory Limits, and Employer's Liability Insurance with limit of no less than **$1,000,000** per accident for bodily injury or disease
4. **Professional Liability** (Errors and Omissions) Insurance appropriate to the Contractor's profession, with limit no less than **$1,000,000** per occurrence or claim, $2,000,000 aggregate.

The Insurance obligations under this agreement shall be the minimum Insurance coverage requirements and/or limits shown in this agreement; whichever is greater. Any insurance proceeds in excess of or broader than the minimum required coverage and/or minimum required limits, which are applicable to a given loss, shall be available to the COUNTY. No representation is made that the minimum Insurance requirements of this agreement are sufficient to cover the obligations of the Contractor under this agreement.

OTHER INSURANCE PROVISIONS:

The insurance policies are to contain, or be endorsed to contain, the following provisions:

Additional Insured Status. **Douglas County, its officers, officials, employees, and volunteers are to be covered as additional insureds** on the CGL policy with respect to liability arising out of work or operations performed by or on behalf of the Contractor including materials, parts, or equipment furnished in connection with such work or operations. General liability coverage can be provided in the form of an endorsement to the Contractor's insurance (at least as broad as ISO Form CG 20 10 11 85 or **both** CG 20 10, CG 20 26, CG 20 33, or CG 20 38; **and** CG 20 37 forms if later revisions used).

Primary Coverage. For any claims related to this contract, the **Contractor's insurance coverage shall be primary** insurance. Any insurance or self-insurance maintained by Douglas County, its officers, officials, employees, or volunteers shall be excess and non- contributory to the Contractor's insurance.

Notice of Cancellation. Each insurance policy required above shall state that **coverage shall not be canceled, except with notice to Douglas County**.

Waiver of Subrogation. Contractor hereby grants to Douglas County a waiver of any right to subrogation which any insurer of said Contractor may acquire against Douglas County by virtue of the payment of any loss under such insurance. Contractor agrees to obtain any endorsement that may be necessary to affect this waiver of subrogation, but this provision applies regardless of whether or not Douglas County has received a waiver of subrogation endorsement from the insurer.

Self-Insured Retentions, Deductibles and Coinsurance. The Contractor agrees to be fully and solely responsible for any costs or expenses as a result of a coverage deductible, coinsurance penalty, or self-insured retention. Douglas County may require the Contractor to provide proof of ability to pay losses and related investigations, claim administration, and defense expenses within the retention. The policy language shall provide, or be endorsed to provide, that the self-insured retention may be satisfied by either the named insured or Douglas County. The Contractor will indemnify Douglas County, in full, for any amounts related to the above.

Acceptability of Insurers. Insurance is to be placed with insurers with a current A.M. Best's rating of no less than A:VII, unless otherwise acceptable to Douglas County.

Claims Made Policies. If any of the required policies provide coverage on a claims-made basis:

1. The Retroactive Date must be shown and must be before the date of the contract or the beginning of contract work.
2. Insurance must be maintained and evidence of insurance must be provided ***for at least three (3) years after completion of the contract of work.***
3. If coverage is canceled or non-renewed, and not ***replaced with another claims-made policy form with a Retroactive Dat***e prior to the contract effective date, the Contractor must purchase "extended reporting" coverage for a minimum of ***three (3)*** years after completion of contract work.

Verification of Coverage. Contractor shall furnish Douglas County with original certificates and amendatory endorsements or copies of the applicable policy language effecting coverage required by this clause. All certificates and endorsements are to be received and approved by Douglas County before work commences. However, failure to obtain the required documents prior to the work beginning shall not waive the Contractor's obligation to provide them. Douglas County reserves the right, but not the obligation, to review and revise any insurance requirement, not limited to limits, coverage, and endorsements. Additionally, Douglas County reserves the right, but not the obligation, to review and reject any insurance policies failing to meet the criteria stated herein. Failure on the part of the Contractor to provide insurance policies within

ten (10) working days of receipt of the written request will constitute a material breach of contract upon which Douglas County may immediately terminate this contract.

The completed certificates of insurance with additional insured endorsements and waivers of subrogation and any notices, within 20 days of cancellation, termination, or material change will be sent via mail or e-mail to:

Douglas County Government
Attn: Risk Management
100 Third Street
Castle Rock, Colorado 80104
risk@douglas.co.us

Subcontractors Contractor shall require and verify that all subs maintain insurance meeting all the requirements stated herein, and Contractor shall ensure Douglas County is an additional insured on insurance required from subs.

Failure to Procure or Maintain Insurance. The Contractor will not be relieved of any liability, claims, demands, or other obligations assumed by its failure to procure or maintain insurance, or its failure to procure or maintain insurance in sufficient amounts, durations, or types. Failure on the part of the Contractor to procure or maintain policies providing the required coverage, conditions and minimum limits will constitute a material breach of contract upon which Douglas County may immediately terminate this contract.

Governmental Immunity. The parties hereto understand and agree that Douglas County is relying on, and does not waive or intend to waive by any provision of this Agreement, the monetary limitations or any other rights, immunities, and protections provided by the Colorado Governmental Immunity Act, C.R.S. §§ 24-10-101 *et seq.* as from time to time amended, or otherwise available to Douglas County, its officers, or its employees

Special Risks or Circumstances

Douglas County reserves the right to modify these requirements, including limits, based on the nature of the risk, prior experience, insurer, coverage, or other special circumstances.

Approved by: _____
Megan Datwyler
Risk Manager

MEETING DATE: July 22, 2025

STAFF PERSON RESPONSIBLE: Jim Brown, Chief Technology Officer

DESCRIPTION: Insight / Broadcom VMWare Maintenance Renewal In the Amount of $123,749.12.

SUMMARY: Seeking approval for the annual renewal of the Douglas County VMWare VCF licenses. This is the annual support and subscription cost for the virtualization system that is used to run over 700 county systems spread over three data centers. Funding for the 2025 annual payment of $123,749.12 is budgeted in the IT maintenance fund (18900.444500). This purchase is executed through Insight Public Sector, which has Colorado State Price Agreement #178266.

RECOMMENDED ACTION: Approval of the Insight / Broadcom VMWare Maintenance Renewal In the Amount of $123,749.12.

REVIEW:

John Huber	Approve	7/9/2025
Jeff Garcia	Approve	7/11/2025
Andrew Copland	Approve	7/15/2025
Doug DeBord	Approve	7/15/2025
Suzi Woodruff - FYI	Notified - FYI	7/15/2025

ATTACHMENTS:

Insight VMWare Cloud 2025 123,749.12 QUOTE 0228583479

INSIGHT PUBLIC SECTOR, INC.
2701 E INSIGHT WAY
CHANDLER AZ 85286-1930
Tel: 800-467-4448

Account name: 10527658

DOUGLAS COUNTY COLORADO
100 3RD ST
CASTLE ROCK CO 80104-2425

SHIP-TO

DOUGLAS COUNTY COLORADO
JOHN GARNER
100 3RD ST
CASTLE ROCK CO 80104-2425

Quotation

Quotation Number	:	0228583479
Document Date	:	02-JUL-2025
PO Number	:	
PO Release	:	VCF 3-YEAR OPTION 1
Sales Rep	:	Dan Trivett
Email	:	DAN.TRIVETT@INSIGHT.COM
Phone	:	
Sales Rep 2	:	Maggie Ehrgott
Email	:	MAGGIE.EHRGOTT@INSIGHT.COM
Phone	:	+18002692523

We deliver according to the following terms:

Payment Terms	:	Net 45 days
Ship Via	:	Insight Assigned Carrier/Ground
Terms of Delivery	:	FOB DESTINATION
Currency	:	USD

This is a 3 Year quote. A signature is required at the time of Purchase Order, see end of quote, if it is not fully funded. Insight will not be able to process the Purchase Order without this quote being signed. If placing PO's annually, Insight will require PO's for the out years to be placed at least 15 days prior to the renewal date. By executing this quote, Customer agrees to the below terms and annual payment schedule.

Years 2 - 3 are cancelable.
Year 1 - $123,749.12 To be billed at time of purchase
Year 2 - $123,749.12 To be billed at anniversary
Year 3 - $123,749.12 To be billed at anniversary

VMWare VCF Renewal- EA 114475476
3-year option
Previous Order 0334173928 / PO# 2023585 - SVRQ0048124

Quote Expires: 07/25/2025

Material	Material Description	Quantity	Unit Price	Extended Price
PARTNER-MDS-PO	VMware Cloud Foundation - 3-year option	1	371,247.36	371,247.36
	Solution includes the following:			
VCF-CLD-FND	*VMware Cloud Foundation - Subscription license - 1 license* Coverage Dates: 05-AUG-2025 - 04-AUG-2026 STATE OF COLORADO NASPO VALUEPOINT SOFTWARE VAR(# CTR060025 / 178266)	*544*	227.48	123,749.12
VCF-CLD-FND	*VMware Cloud Foundation - Subscription license - 1 license* Coverage Dates: 05-AUG-2026 - 04-AUG-2027 STATE OF COLORADO NASPO VALUEPOINT SOFTWARE VAR(# CTR060025 / 178266)	*544*	227.48	123,749.12
VCF-CLD-FND	*VMware Cloud Foundation - Subscription license - 1 license* Coverage Dates: 05-AUG-2027 - 04-AUG-2028 STATE OF COLORADO NASPO VALUEPOINT SOFTWARE VAR(# CTR060025 / 178266)	*544*	227.48	123,749.12

Product Subtotal	371,247.36
TAX	0.00
Total	371,247.36

Thank you for choosing Insight. Please contact us with any questions or for additional information about Insight's complete IT solution offering.

Sincerely,

Dan Trivett

DAN.TRIVETT@INSIGHT.COM

Maggie Ehrgott
+18002692523
MAGGIE.EHRGOTT@INSIGHT.COM
Fax 8664330064

Please respond to colorado@insight.com
Phone: 800-269-2523

This order is governed by the General Terms set out at www.broadcom.com/company/legal/licensing.

Insight Global Finance has a wide variety of flexible financing options and technology refresh solutions. Contact your Insight representative for an innovative approach to maximizing your technology and developing a strategy to manage your financial options.

This purchase is subject to Insight's online Terms of Sale unless you are purchasing under an Insight Public Sector, Inc. contract vehicle, in which case, that agreement will govern.

SOFTWARE AND CLOUD SERVICES PURCHASES: If your purchase contains any software or cloud computing offerings ("Software and Cloud Offerings"), each offering will be subject to the applicable supplier's end user license and use terms ("Supplier Terms") made available by the supplier or which can be found at the "terms-and-policies" link below. By ordering, paying for, receiving or using Software and Cloud Offerings, you agree to be bound by and accept the Supplier Terms unless you and the applicable supplier have a separate agreement which governs.

HARDWARE PURCHASES: Tariffs imposed by the United States government on technology-related products may lead to cost increases for manufacturers and suppliers, who then pass these increases on to partners like Insight. Additionally, supply constraints, production delays, component shortages, and logistical pressures have contributed to cost increases and product shipment delays from manufacturers and suppliers. Insight is actively engaged with its contracting officials, suppliers, and partners to address these challenges. While we strive to honor initial price proposals and quotes, the fluid nature of the impact on manufacturer and supplier costs and product availability due to tariffs and supply disruptions could require a requote, subject to the contract terms if the purchase is being made under an Insight Public Sector, Inc. contract vehicle, before finalizing any subsequent or impacted proposals, quotes, and orders. Insight will not finalize any transaction involving a requote without the client's written consent.

Insight's online Terms of Sale can be found at the "terms-and-policies" link below.
https://www.insight.com/terms-and-policies

Insight Public Sector, Inc.	Douglas County Colorado
Signature:	Signature:
Name:	Name:
Title:	Title:
Date:	Date:

By ordering this Insight quote, you are agreeing to the following terms:

This order is governed by the General Terms set out at www.broadcom.com/company/legal/licensing.

ASSIGNMENT
Neither Party shall assign the End User Terms or any of its rights or delegate any of its duties under the End User Terms, either by operation of law, agreement, or any other process, without the prior written consent of the other Party, except that Broadcom shall have the right to assign the End User Terms or any of its rights or delegate any of its duties under the Agreement at any time to any Broadcom Affiliate(s), or to a successor in interest of all or substantially all of the business to which the End User Terms relate. Subject to the foregoing, the End User Terms will be binding upon, enforceable by, and inure to the benefit of the parties and their respective successors and assigns. Any attempted assignment in violation of this section shall be null and void. "Affiliate" shall mean any person or entity which directly or indirectly owns, controls, is controlled by, or is under common control with a party, where control is defined as owning or directing more than fifty percent (50%) of the voting equity securities or a similar ownership interest in the controlled entity.

MIGRATION
End User understands that Broadcom may migrate a previously licensed software (the "Original Product(s)") to a new software product (the "Migrated Product(s)"). It is the End User's responsibility to understand which products herein may be migrated products. Any migrated products are provided in consideration of Original Product(s) being terminated. End User shall cease using and de-install the Original Product(s) following a transition period not to exceed ninety (90) days, as of the date of receipt of the Migrated Product(s); The Migrated Product(s) are subject to the Agreement, the Specific Program Documentation (the "SPD") applicable to the Broadcom Software and Maintenance, located at Broadcom's website address at https:// www.broadcom.com/licensing and this transaction document including all financial obligations relating to the Original Product(s) which remain valid and enforceable and are applicable to the Migrated Product(s). Prior to signature of this Order, End User should ensure it understands the migration for the products licensed herein. Execution of this order shall constitute acceptance of such migration and shall also constitute a representation and warranty by End User that it has reviewed and fully understands same. Migration path for licensed products can be obtained at https://www.broadcom.com/docs/product-migration.

SOFTWARE SUPPORT AVAILABILITY
End User understands that Broadcom may either (i) stabilize software in which no future enhancements, versions, releases, development, or service packs are planned, or (ii) the software may be end of life or a particular version is end of service in which Broadcom will no longer provide (a) operational or technical support and (b) develop and provide new enhancements, features, upgrades, service packs, and fixes for the software offering (the "Software Support Availability"). Prior to acceptance of this Order, End User should ensure it understands the support for the products licensed herein. Acceptance of this order shall constitute acceptance of such support and shall also constitute a representation and warranty by End User that it has reviewed and fully understands same. Software Support Availability for licensed products can be obtained at https:// www.broadcom.com/ docs/end-of-support.

NON MAINFRAME REPORTING
Software from the VMWare Cloud Foundation business unit ("VCF Software") shall require, when explicitly noted in the applicable SPD, Customer to provide Broadcom with a regularly-scheduled verified report detailing Customer's installed base and license compliance for such VCF Software using the format and process specified by Broadcom from time to time ("Compliance Report"). In order to fulfill such reporting requirements, Customer must ensure that the Compliance Report files generated by the applicable VCF Software are either transmitted by the software or uploaded by Customer on the schedule required in the SPD and in accordance with the product Documentation. The VCF Software Documentation and SPD set forth any impacts to the product functionality or other consequences of Customer's failure to transmit or upload a timely, unaltered Compliance Report. Customer assumes any and all risks associated with the loss of any and all functionality and access to updates, upgrades and patches when caused by Customer's failure to provide timely, unaltered Compliance Reports. Furthermore, Customer agrees that starting ten (10) business days from the date that a Compliance Report becomes overdue, Broadcom shall have the additional right to conduct a license compliance audit by giving Customer five (5) days' prior written notice. In the event of such audit, Customer shall promptly allow access to all systems and records necessary for a full and complete audit of Customer's use of the VCF Software, whether remotely or at Customer's facilities, and Customer shall pay for all reasonable costs and expenses incurred by Broadcom in the enforcement and carrying out of this audit right. Customer understands and agrees that the submission of Compliance Reports and the cooperation with Broadcom's audit rights are material provisions of this Agreement and that these reporting and audit rights are in addition to all other similar rights and remedies agreed to between the parties.

PERSONAL DATA
End User acknowledges and agrees that Broadcom will process Personal Data as part of the provision of the Broadcom Offerings in accordance with Broadcom's Privacy Policy located at: https:// www.broadcom.com/company/legal/privacy. End User hereby authorizes Broadcom to make necessary transfers of Personal Data and that any Broadcom Affiliates and subcontractors may process such Personal Data for the purposes of providing the Broadcom Offering contemplated under the End User Terms. Broadcom complies with the provisions of the General Data Protection Regulation ("GDPR"), and/or the Swiss Federal Data Protection Act and/or other applicable local legislation, with respect to such transfers. Where Broadcom is a processor for End User under the GDPR, and/or the Swiss Federal Data Protection Act and/or other applicable local legislation, Broadcom's processing shall be subject to and in accordance with Broadcom's global Data Processing Addendum ("DPA"), including the relevant Standard Contracting Clauses("SCC") located at: https://www.broadcom.com/company/legal/privacy/datatransfers for international data transfer incorporated therein. End User has been advised that during the term of this Order Broadcom will collect Personal Data and process it as a Controller pursuant to the Privacy Policy and to the extent permitted by GDPR, and/or the Swiss Federal Data Protection Act and/or other applicable local legislation.

MEETING DATE: July 22, 2025

STAFF PERSON RESPONSIBLE: Jim Brown, Chief Technology Officer

DESCRIPTION: ANM Network Life Cycle Refresh for the Justice Center in the Amount of $466,186.79.

SUMMARY: Advanced Network Management, Inc. (ANM) is a preferred CISCO partner providing CISCO products and solutions to Douglas County. We request Board approval to replace and refresh end-of-life network hardware at the Justice Center. The cost is $466,186.79 and is budgeted from the Infrastructure Fund, 802009.

RECOMMENDED ACTION: Approval ANM Network Life Cycle Refresh for the Justice Center in the Amount of $466,186.79

REVIEW:

John Huber	Approve	7/9/2025
Jeff Garcia	Approve	7/11/2025
Andrew Copland	Approve	7/15/2025
Doug DeBord	Approve	7/15/2025
Suzi Woodruff - FYI	Notified - FYI	7/15/2025

ATTACHMENTS:

ANM Lifecycle Network Refresh 466186.79 QT-000095989
QT-000095981 Lifecycle Refresh

Advanced Network Management, Inc
304 Inverness Way South #400
Englewood, CO 80112

James Covey
+1 (719) 884-3615
james.covey@anm.com

Douglas County CO
100 Third Street
Castle Rock, CO 80104
Contract Number: CO AR3227 172938
Sam Rassas
303-660-7323
urassas@douglas.co.us

Quote #: QT-000095989 & QT-000095981

Douglas County - Lifecycle Refresh

Quote #: QT-000095989 **11-Jun-25**

Part Number	Description	Start Date	End Date	Term(M)	Qty	List Price	Price	Extended Price
Justice								
C9300-48P-A	**Catalyst 9300 48-port PoE+, Network Advantage**				5	$ 11,974.90	$ 5,388.71	$ 26,943.55
CON-SNT-C93004PA	SNTC-8X5XNBD Catalyst 9300 48-port PoE+, Network Adva			36	5	$ 2,574.60	$ 2,136.92	$ 10,684.60
C9300-DNA-A-48	C9300 DNA Advantage, 48-Port Term Licenses				5	$ -	$ -	$ -
C9300-DNA-A-48-3Y	C9300 DNA Advantage, 48-Port, 3 Year Term License			36	5	$ 4,459.48	$ 2,006.77	$ 10,033.85
D-DNAS-EXT-S-T	Cisco DNA Spaces Extend Term License for Catalyst Switches				5	$ -	$ -	$ -
D-DNAS-EXT-S-3Y	Cisco DNA Spaces Extend for Catalyst Switching - 3Year			36	5	$ -	$ -	$ -
TE-EMBEDDED-T	Cisco ThousandEyes Enterprise Agent IBN Embedded				5	$ -	$ -	$ -
TE-EMBEDDED-T-3Y	ThousandEyes - Enterprise Agents			36	5	$ -	$ -	$ -
C9300-NW-A-48	C9300 Network Advantage, 48-port license				5	$ -	$ -	$ -
SC9300UK9-1712	Cisco Catalyst 9300 XE 17.12 UNIVERSAL				5	$ -	$ -	$ -
CAB-TA-NA	North America AC Type A Power Cable				10	$ -	$ -	$ -
C9300-SSD-NONE	No SSD Card Selected				5	$ -	$ -	$ -
NM-BLANK-T1	Cisco Catalyst Type 1 Network Module Blank				5	$ -	$ -	$ -
TE-C9K-SW	TE agent for IOSXE on C9K				5	$ -	$ -	$ -
C9K-ACC-RBFT	RUBBER FEET FOR TABLE TOP SETUP 9200 and 9300				5	$ -	$ -	$ -
C9K-ACC-SCR-4	12-24 and 10-32 SCREWS FOR RACK INSTALLATION, QTY 4				5	$ -	$ -	$ -
CAB-GUIDE-1RU	1RU CABLE MANAGEMENT GUIDES 9200 and 9300				5	$ -	$ -	$ -
C9300-NM-NONE	No Network Module Selected				5	$ -	$ -	$ -
NETWORK-PNP-LIC	Network Plug-n-Play Connect for zero-touch device deployment				5	$ -	$ -	$ -
STACK-T1-1M	1M Type 1 Stacking Cable				5	$ 236.58	$ 106.46	$ 532.30
CAB-SPWR-150CM	Catalyst Stack Power Cable 150 CM - Upgrade				5	$ 118.29	$ 53.23	$ 266.15
PWR-C1-1100WAC-UP	Upgrade option 1100W AC 80+ platinum Config 1 Power Supply				5	$ 1,242.03	$ 558.91	$ 2,794.55
PWR-C1-1100WAC-P/2	1100W AC 80+ platinum Config 1 Secondary Power Supply				5	$ 2,247.48	$ 1,011.37	$ 5,056.85
C9300-48P-A	**Catalyst 9300 48-port PoE+, Network Advantage**				20	$ 11,974.90	$ 5,388.71	$ 107,774.20
CON-SNT-C93004PA	SNTC-8X5XNBD Catalyst 9300 48-port PoE+, Network Adva			36	20	$ 2,574.60	$ 2,136.92	$ 42,738.40
C9300-DNA-A-48	C9300 DNA Advantage, 48-Port Term Licenses				20	$ -	$ -	$ -
C9300-DNA-A-48-3Y	C9300 DNA Advantage, 48-Port, 3 Year Term License			36	20	$ 4,459.48	$ 2,006.77	$ 40,135.40
D-DNAS-EXT-S-T	Cisco DNA Spaces Extend Term License for Catalyst Switches				20	$ -	$ -	$ -
D-DNAS-EXT-S-3Y	Cisco DNA Spaces Extend for Catalyst Switching - 3Year			36	20	$ -	$ -	$ -
TE-EMBEDDED-T	Cisco ThousandEyes Enterprise Agent IBN Embedded				20	$ -	$ -	$ -
TE-EMBEDDED-T-3Y	ThousandEyes - Enterprise Agents			36	20	$ -	$ -	$ -
C9300-NW-A-48	C9300 Network Advantage, 48-port license				20	$ -	$ -	$ -
SC9300UK9-1712	Cisco Catalyst 9300 XE 17.12 UNIVERSAL				20	$ -	$ -	$ -
CAB-TA-NA	North America AC Type A Power Cable				40	$ -	$ -	$ -
C9300-SSD-NONE	No SSD Card Selected				20	$ -	$ -	$ -
TE-C9K-SW	TE agent for IOSXE on C9K				20	$ -	$ -	$ -
C9K-ACC-RBFT	RUBBER FEET FOR TABLE TOP SETUP 9200 and 9300				20	$ -	$ -	$ -
C9K-ACC-SCR-4	12-24 and 10-32 SCREWS FOR RACK INSTALLATION, QTY 4				20	$ -	$ -	$ -
CAB-GUIDE-1RU	1RU CABLE MANAGEMENT GUIDES 9200 and 9300				20	$ -	$ -	$ -
NETWORK-PNP-LIC	Network Plug-n-Play Connect for zero-touch device deployment				20	$ -	$ -	$ -
PWR-C1-1100WAC-UP	Upgrade option 1100W AC 80+ platinum Config 1 Power Supply				20	$ 1,242.03	$ 558.91	$ 11,178.20
PWR-C1-1100WAC-P/2	1100W AC 80+ platinum Config 1 Secondary Power Supply				20	$ 2,247.48	$ 1,011.37	$ 20,227.40
STACK-T1-50CM	50CM Type 1 Stacking Cable				20	$ 118.29	$ 53.23	$ 1,064.60
CAB-SPWR-30CM	Catalyst Stack Power Cable 30 CM				20	$ 112.38	$ 50.57	$ 1,011.40
NM-BLANK-T1	Cisco Catalyst Type 1 Network Module Blank				20	$ -	$ -	$ -
C9300-NM-NONE	No Network Module Selected				20	$ -	$ -	$ -
C9300-48P-A	**Catalyst 9300 48-port PoE+, Network Advantage**				7	$ 11,974.90	$ 5,388.71	$ 37,720.97
CON-SNT-C93004PA	SNTC-8X5XNBD Catalyst 9300 48-port PoE+, Network Adva			36	7	$ 2,574.60	$ 2,136.92	$ 14,958.44
C9300-DNA-A-48	C9300 DNA Advantage, 48-Port Term Licenses				7	$ -	$ -	$ -
C9300-DNA-A-48-3Y	C9300 DNA Advantage, 48-Port, 3 Year Term License			36	7	$ 4,459.48	$ 2,006.77	$ 14,047.39
D-DNAS-EXT-S-T	Cisco DNA Spaces Extend Term License for Catalyst Switches				7	$ -	$ -	$ -
D-DNAS-EXT-S-3Y	Cisco DNA Spaces Extend for Catalyst Switching - 3Year			36	7	$ -	$ -	$ -
TE-EMBEDDED-T	Cisco ThousandEyes Enterprise Agent IBN Embedded				7	$ -	$ -	$ -
TE-EMBEDDED-T-3Y	ThousandEyes - Enterprise Agents			36	7	$ -	$ -	$ -
C9300-NW-A-48	C9300 Network Advantage, 48-port license				7	$ -	$ -	$ -
SC9300UK9-1712	Cisco Catalyst 9300 XE 17.12 UNIVERSAL				7	$ -	$ -	$ -
CAB-TA-NA	North America AC Type A Power Cable				14	$ -	$ -	$ -
C9300-SSD-NONE	No SSD Card Selected				7	$ -	$ -	$ -
TE-C9K-SW	TE agent for IOSXE on C9K				7	$ -	$ -	$ -
C9K-ACC-RBFT	RUBBER FEET FOR TABLE TOP SETUP 9200 and 9300				7	$ -	$ -	$ -
C9K-ACC-SCR-4	12-24 and 10-32 SCREWS FOR RACK INSTALLATION, QTY 4				7	$ -	$ -	$ -
CAB-GUIDE-1RU	1RU CABLE MANAGEMENT GUIDES 9200 and 9300				7	$ -	$ -	$ -
NETWORK-PNP-LIC	Network Plug-n-Play Connect for zero-touch device deployment				7	$ -	$ -	$ -
C9300-STACK-NONE	No Stack Cable Selected				7	$ -	$ -	$ -

C9300-SPWR-NONE	No Stack Power Cable Selected		7	$ -	$ -	$ -
PWR-C1-1100WAC-UP	Upgrade option 1100W AC 80+ platinum Config 1 Power Supply		7	$ 1,242.03	$ 558.91	$ 3,912.37
PWR-C1-1100WAC-P/2	1100W AC 80+ platinum Config 1 Secondary Power Supply		7	$ 2,247.48	$ 1,011.37	$ 7,079.59
C9300-NM-8X	Catalyst 9300 8 x 10GE Network Module		7	$ 3,016.36	$ 1,357.36	$ 9,501.52
C9300-NM-8X=	**Catalyst 9300 8 x 10GE Network Module, spare**		18	$ 3,128.17	$ 1,407.68	$ 25,338.24
PMC						
C9300-48P-A	**Catalyst 9300 48-port PoE+, Network Advantage**		4	$ 11,974.90	$ 5,388.71	$ 21,554.84
CON-SNT-C93004PA	SNTC-8X5XNBD Catalyst 9300 48-port PoE+, Network Adva	36	4	$ 2,574.60	$ 2,136.92	$ 8,547.68
C9300-DNA-A-48	C9300 DNA Advantage, 48-Port Term Licenses		4	$ -	$ -	$ -
C9300-DNA-A-48-3Y	C9300 DNA Advantage, 48-Port, 3 Year Term License	36	4	$ 4,459.48	$ 2,006.77	$ 8,027.08
D-DNAS-EXT-S-T	Cisco DNA Spaces Extend Term License for Catalyst Switches		4	$ -	$ -	$ -
D-DNAS-EXT-S-3Y	Cisco DNA Spaces Extend for Catalyst Switching - 3Year	36	4	$ -	$ -	$ -
TE-EMBEDDED-T	Cisco ThousandEyes Enterprise Agent IBN Embedded		4	$ -	$ -	$ -
TE-EMBEDDED-T-3Y	ThousandEyes - Enterprise Agents	36	4	$ -	$ -	$ -
C9300-NW-A-48	C9300 Network Advantage, 48-port license		4	$ -	$ -	$ -
SC9300UK9-1712	Cisco Catalyst 9300 XE 17.12 UNIVERSAL		4	$ -	$ -	$ -
CAB-TA-NA	North America AC Type A Power Cable		8	$ -	$ -	$ -
C9300-SSD-NONE	No SSD Card Selected		4	$ -	$ -	$ -
NM-BLANK-T1	Cisco Catalyst Type 1 Network Module Blank		4	$ -	$ -	$ -
TE-C9K-SW	TE agent for IOSXE on C9K		4	$ -	$ -	$ -
C9K-ACC-RBFT	RUBBER FEET FOR TABLE TOP SETUP 9200 and 9300		4	$ -	$ -	$ -
C9K-ACC-SCR-4	12-24 and 10-32 SCREWS FOR RACK INSTALLATION, QTY 4		4	$ -	$ -	$ -
CAB-GUIDE-1RU	1RU CABLE MANAGEMENT GUIDES 9200 and 9300		4	$ -	$ -	$ -
C9300-NM-NONE	No Network Module Selected		4	$ -	$ -	$ -
NETWORK-PNP-LIC	Network Plug-n-Play Connect for zero-touch device deployment		4	$ -	$ -	$ -
STACK-T1-1M	1M Type 1 Stacking Cable		4	$ 236.58	$ 106.46	$ 425.84
CAB-SPWR-150CM	Catalyst Stack Power Cable 150 CM - Upgrade		4	$ 118.29	$ 53.23	$ 212.92
PWR-C1-1100WAC-UP	Upgrade option 1100W AC 80+ platinum Config 1 Power Supply		4	$ 1,242.03	$ 558.91	$ 2,235.64
PWR-C1-1100WAC-P/2	1100W AC 80+ platinum Config 1 Secondary Power Supply		4	$ 2,247.48	$ 1,011.37	$ 4,045.48
C9300-NM-8X=	**Catalyst 9300 8 x 10GE Network Module, spare**		2	$ 3,128.17	$ 1,407.68	$ 2,815.36
Voice						
C8300-1N1S-6T	**Cisco Catalyst C8300-1N1S-6T Router**		1	$ 13,011.74	$ 5,855.28	$ 5,855.28
CON-SNT-C830IN6T	SNTC-8X5XNBD Cisco Catalyst C8300	36	1	$ 4,053.00	$ 3,363.99	$ 3,363.99
MEM-C8300-8GB	Cisco Catalyst 8300 Edge 8GB memory		1	$ -	$ -	$ -
M2USB-16G	Cisco Catalyst 8000 Edge M.2 USB 16GB		1	$ -	$ -	$ -
C-RFID-1R	RFID - 1RU for Cisco 8200/8300/8400/8500L Series		1	$ -	$ -	$ -
C8300-RM-19-1R	Rack mount kit - 19" 1RU for Cisco 8300 Series		1	$ -	$ -	$ -
C8300-SM-BLANK	SM Blank for Cisco 8300 Series		1	$ -	$ -	$ -
C8300-PIM-BLANK	PIM Blank for Cisco 8300 Series		1	$ -	$ -	$ -
NETWORK-PNP-LIC	Network Plug-n-Play Connect for zero-touch device deployment		1	$ -	$ -	$ -
TE-R-SW	TE agent for IOSXE on Enterprise Routing		1	$ -	$ -	$ -
DNA-C8300-SW	Cisco DNA subscription for C8300 series		1	$ -	$ -	$ -
C8000-HSEC	U.S. Export Restriction Compliance license for C8000 series		1	$ -	$ -	$ -
SC8KBEUK9-1712	UNIVERSAL		1	$ -	$ -	$ -
IOSXE-AUTO-MODE	IOS XE Autonomous or SD-Routing mode for Unified image		1	$ -	$ -	$ -
NIM-1MFT-T1/E1	1 port Multiflex Trunk Voice/Clear-channel Data T1/E1 Module		1	$ 1,762.15	$ 792.97	$ 792.97
PVDM4-64	64-channel DSP module		1	$ 4,021.81	$ 1,809.81	$ 1,809.81
PWR-CC1-250WAC	Cisco C8300 1RU 250W AC Power supply		2	$ -	$ -	$ -
CAB-AC	AC Power Cord (North America), C13, NEMA 5-15P, 2.1m		2	$ -	$ -	$ -
DNA-P-T0-A-3Y	Cisco DNA Advantage On-Prem Lic 3Y - upto 25M (Aggr, 50M)	36	1	$ 3,399.84	$ 1,529.93	$ 1,529.93
SVS-PDNA-ADV	Embedded Support for SW - Tiered DNA Advantage On-Prem	36	1	$ -	$ -	$ -
DSTACK-T0-A	Cisco DNA Advantage Stack - upto 25M (Aggr, 50M)	36	1	$ -	$ -	$ -
NWSTACK-T0-A	Cisco Network Advantage Stack - upto 25M (Aggr, 50M)	36	1	$ -	$ -	$ -
TE-EMBED-WANI	Cisco ThousandEyes WAN Insights Embedded	36	1	$ -	$ -	$ -
SDWAN-UMB-ADV	Cisco Umbrella for DNA Advantage	36	1	$ -	$ -	$ -
DNAC-ONPREM-PF	Cisco DNA Center On Prem Deployment Option for WAN	36	1	$ -	$ -	$ -
C83-1N1S-6T-PF	C8300-1N1S-6T Platform Selection for DNA Subscription	36	1	$ -	$ -	$ -
IOSXE-AUTO-MODE-PF	IOS XE Autonomous or SD-Routing mode for Unified image	36	1	$ -	$ -	$ -
TRN-CLC-004	**1 Training credit. Expires in 1 yr. Team Captain required**		100	$ 100.00	$ -	$ -
					Sub-Total	**$ 454,216.79**

Douglas County - Modify Sub2062305 CUBE Licenses

Quote #: QT-000095981 **11-Jun-25**

Part Number	Description	Start Date	End Date	Term(M)	Qty	List Price	Price	Extended Price
A-FLEX-STD-CUBE	CUBE Standard Trunk Session License	6/12/2025	12/29/2025	6.58	1000	$ 18.43	$ 11.97	$ 11,970.00
							Sub-Total	**$ 11,970.00**

Sub-Total	**$ 466,186.79**
Estimated Taxes	**$ -**
Shipping Costs	**$ -**
Grand Total	**$ 466,186.79**

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ANM will honor the prices in this quote for 30 days subject to increases, if any, imposed during that period by third party suppliers. Original Equipment Manufacturer (OEM) products, software and services are non-cancelable and non-returnable, unless approved by the OEM.

This quote is governed by the terms and conditions of the following contract: CO AR3227 172938.

All software and/or hardware is subject to manufacturer terms and conditions.

Subscription fees are non-refundable and payment obligations are non-cancelable and non-negotiable, except in the event of insufficient appropriations made available by federal and/or state legislature, or as otherwise prohibited by court order or law.

Prices shown may **NOT** include all applicable taxes and shipping charges.

All prices subject to change without notice. Supply subject to availability.

Taxes and Shipping costs are estimates and Customer agrees to pay the actual tax and shipping costs due as listed on the applicable invoice. Customer agrees to supplement their PO issued to ANM if necessary to authorize payment of actual invoiced taxes and shipping cost. NTTC required for non-taxable sales.

Amounts shown for Consumption-based products and services are estimates only, and Customer agrees to pay for invoiced amounts based on actual consumption.

Customer agrees to supplement their PO issued to ANM as necessary to authorize payment of actual consumption-based costs.

Expedited shipping is subject to an additional charge.

Credit card payments will be subject to a 3% surcharge, which is not greater than our total cost of accepting credit cards and is not applied to debit card payments.

Purchase Orders should be issued to:

Advanced Network Management, Address: 304 Inverness Way S, Suite 400 Englewood, CO 80112

CO Tax ID # 02872963

Federal Tax ID # **85-0427142 | |** DUNS # **83-909-5247**

Credit: Net 30 Days (all credit terms subject to prior ANM credit approval)

Customer Signature Date

Customer Name (Printed) Title

MEETING DATE: July 22, 2025

STAFF PERSON RESPONSIBLE: Sean P. Owens, P.E., Special Projects Manager

DESCRIPTION: Public Contract for Services with Kimley Horn and Associates, Inc. (Kimley Horn) for the Zebulon Sports Complex - Phase 1 Site Civil Project, for the Total Amount of $410,000.00, Douglas County Project Number SP 2025 - 018.

SUMMARY: Douglas County will lead the completion of the final design and construction plans for the civil aspects of the Zebulon Sports Complex site for the Project. The consultant, Kimley Horn, recently completed the conceptual design of the site civil aspects for the Zebulon Sports Complex, which included water, sanitary sewer, overlot grading, internal loop road, and coordination with the Colorado Department of Public Health and Environment (CDPHE) for Sterling Ranch.

For consistency of design and to help accelerate this Project, staff requested that Kimley Horn complete the final design, construction plans, specifications, and permitting for the site's civil infrastructure to support the first phase of the proposed Zebulon Sports Complex.

Staff negotiated a scope of work and fee with Kimley Horn for the Project. Staff recommends entering a PCS Contract with Kimley Horn for an amount not to exceed $410,000.00.

Funding for this PCS Contract is available in Fund 230, Business Unit # 800267.

RECOMMENDED ACTION: Approval of the Public Contract for Services (PCS) with Kimley Horn and Associates, Inc. (Kimley Horn) for the Zebulon Sports Complex - Phase 1 Site Civil Project, for the total amount of $410,000.00, Douglas County Project Number SP 2025 - 018.

REVIEW:

Kristina Mann	Approve	6/27/2025
Jeff Garcia	Approve	6/30/2025
Andrew Copland	Approve	6/30/2025
Doug DeBord	Approve	7/1/2025

ATTACHMENTS:

Contract Kimley Horn - Zebulon Phase 1

PUBLIC CONTRACT FOR SERVICES

THIS PUBLIC CONTRACT FOR SERVICES (the "Contract") is made and entered into this _____ day of July 2025, by and between the **BOARD OF COUNTY COMMISSIONERS OF THE COUNTY OF DOUGLAS, STATE OF COLORADO** (the "County"), and Kimley Horn & Associates, Inc., a corporation, authorized to do business in Colorado (the "Consultant").

RECITALS

WHEREAS, the County is undertaking certain activities for Zebulon Sports Complex – Phase 1 Site Civil Project, SP 2025-018; and

WHEREAS, the County desires to engage the Consultant to render certain professional services and assistance in connection with such undertakings of the County; and

WHEREAS, the Consultant has the ability to assist the County through its professional expertise, knowledge, and experience and is ready, willing and able to provide such services, subject to the conditions hereinafter set forth.

NOW, THEREFORE, for and in consideration of the premises and other good and valuable consideration, the parties agree as follows:

1. LINE OF AUTHORITY: Sean P. Owens. PE, (the "Authorized Representative"), is designated as Authorized Representative of the County for the purpose of administering, coordinating and approving the work performed by the Consultant under this Contract.

2. SCOPE OF SERVICES: All services described in Exhibit A, attached hereto and incorporated herein, shall be performed by Consultant.

The County may, from time to time, request changes to the scope of services to be performed hereunder. Such changes, including any increase or decrease in the amount of the Consultant's compensation, which are mutually agreed upon between the County and Consultant, shall be in writing and shall become part of this Contract upon execution.

The Consultant agrees to diligently and professionally perform all the services described herein in a manner satisfactory to the Authorized Representative. It is also understood and agreed that the Consultant shall not, in performing services hereunder, undertake any action or activity prohibited by the terms of any lease, permit, license or other agreement in effect during the term hereof between the Consultant and the County for the use and occupancy by the Consultant of any County facilities or space.

3. COMPENSATION: Subject to the maximum contract liability and all other provisions of this Contract, the County agrees to pay to the Consultant, and the Consultant agrees to accept payment as described in Exhibit B, attached hereto and incorporated herein, during the term hereof, in accordance with the terms set forth herein.

4. MAXIMUM CONTRACT EXPENDITURE: Any other provision of this Contract notwithstanding and pursuant to Section 29-1-110, C.R.S., the amount of funds appropriated for this Contract is Four Hundred Ten Thousand Dollars ($410,000.00) for fiscal year 2025. In no event shall the County be liable for payment under this Contract for any amount in excess thereof. The County is not under obligation to make any future apportionment or allocation to this Contract, nor is anything set forth herein a limitation of liability for Consultant. Any potential expenditure for this Contract outside the current fiscal year is subject to future annual appropriation of funds for any such proposed expenditure.

5. TERM: It is mutually agreed by the parties that the term of this Contract shall commence as of 12:01 a.m. on July 9, 2025 and terminate at 12:00 a.m. on December 31, 2027. This Contract and/or any extension of its original term shall be contingent upon annual funding being appropriated, budgeted and otherwise made available for such purposes and subject to the County's satisfaction with all products and services received during the preceding term.

6. INVOICING PROCEDURES: Payments shall be made to the Consultant based upon invoices submitted by the Consultant, provided such invoices have been approved by the Authorized Representative. Payments will be made to the Consultant within thirty (30) days, or within a mutually agreed upon period after County has received complete invoices from the Consultant. The County reserves the right to require such additional documentation, including monthly activity reports detailing the Consultant's activities and services rendered, as the County deems appropriate to support the payments to the Consultant. The signature of an officer of the Consultant shall appear on all invoices certifying that the invoice has been examined and found to be correct.

7. CONFLICT OF INTEREST: The Consultant agrees that no official, officer or employee of the County shall have any personal or beneficial interest whatsoever in the services or property described herein, and the Consultant further agrees not to hire, pay, or contract for services of any official, officer or employee of the County. A conflict of interest shall include transactions, activities or conduct that would affect the judgment, actions or work of the Consultant by placing the Consultant's own interests, or the interest of any party with whom the Consultant has a contractual arrangement, in conflict with those of County.

8a. INDEMNIFICATION-GENERAL: The County cannot and by this Contract does not agree to indemnify, hold harmless, exonerate or assume the defense of the Consultant or any other person or entity whatsoever, for any purpose whatsoever. Provided that the claims, demands, suits, actions or proceedings of any kind are not the result of professional negligence, the Consultant shall defend, indemnify and hold harmless the County, its commissioners, officials, officers, directors, agents and employees from any and all claims, demands, suits, actions or proceedings of any kind or nature whatsoever, including Workers' Compensation claims, in any way resulting from or arising from the services rendered under this Contract; provided, however, that the Consultant need not indemnify or save harmless the County, its officers, agents and employees from damages resulting from the sole negligence of the County's commissioners, officials, officers, directors, agents and employees. Further, this indemnification is intended to comply with and be subject to C.R.S. 13-50.5-102 (8), as amended from time to time.

8b. INDEMNIFICATION FOR PROFESSIONAL NEGLIGENCE: The Consultant shall indemnify and hold harmless the County and any of its commissioners, officials, officers, directors, agents and employees from and against damages, liability, losses, costs and expenses, including reasonable attorney's fees, but only to the extent caused by the negligent acts, errors or omissions of the Consultant, its employees, agents or subcontractors, or others for whom the Consultant is legally liable, in the performance of professional services under this Contract. The Consultant is not obligated under this sub-section 8b to indemnify the County for the negligent acts of the County or any of its commissioners, officials, officers, directors, agents and employees.

9. INDEPENDENT CONTRACTOR: The Consultant is an independent contractor and is free to perform services for other clients. Notwithstanding any provision of this Contract, all personnel assigned by the Consultant to perform work under this Contract shall be and remain at all times, employees of the Consultant for all purposes. THE INDEPENDENT CONTRACTOR IS NOT ENTITLED TO WORKERS' COMPENSATION OR UNEMPLOYMENT BENEFITS THROUGH THE COUNTY AND IS OBLIGATED TO PAY FEDERAL AND STATE INCOME TAX ON ANY MONIES EARNED PURSUANT TO THE CONTRACT RELATIONSHIP.

10. NO WAIVER OF GOVERNMENTAL IMMUNITY ACT: The parties hereto understand and agree that the County, its commissioners, officials, officers, directors, agents and employees, are relying on, and do not waive or intend to waive by any provisions of this Contract, the monetary limitations or any other rights, immunities and protections provided by the Colorado Governmental Immunity Act, §§ 24-10-101 to 120, C.R.S., or otherwise available to the County.

11. ASSIGNMENT: The Consultant covenants and agrees that it will not assign or transfer its rights hereunder, or subcontract any work hereunder, either in whole or in part without the prior written approval of the Authorized Representative. Any attempt by the Consultant to assign or transfer its rights hereunder shall, at the option of the Authorized Representative, void the assignment or automatically terminate this Contract and all rights of the Consultant hereunder.

12. COUNTY REVIEW OF RECORDS: The Consultant agrees that, upon request of the Authorized Representative, at any time during the term of this Contract, or three (3) years thereafter, it will make full disclosure to the County and make available for inspection and audit upon request by the Authorized Representative, the County Director of Finance, or any of their authorized representatives, all of its records associated with work performed under this Contract for the purpose of making an audit, examination or excerpts. The Consultant shall maintain such records until the expiration of three (3) years following the end of the term of this Contract.

13. OWNERSHIP OF DOCUMENTS: Drawings, specifications, guidelines and any other documents prepared by the Consultant in connection with this Contract shall be the property of the County.

14. ASSIGNMENT OF COPYRIGHTS: The Consultant assigns to the County the copyrights to all works prepared, developed, or created pursuant to this Contract, including the

right to: 1) reproduce the work; 2) prepare derivative works; 3) distribute copies to the public by sale, rental, lease, or lending; 4) perform the works publicly; and 5) to display the work publicly. The Consultant waives its rights to claim authorship of the works, to prevent its name from being used wrongly in connection with the works, and to prevent distortion of the works.

15. TERMINATION: The County shall have the right to terminate this Contract, with or without cause, by giving written notice to the Consultant of such termination and specifying the effective date thereof, which notice shall be given at least ten (10) days before the effective date of such termination. In such event, all finished or unfinished documents, data, studies and reports prepared by the Consultant pursuant to this Contract shall become the County's property. The Consultant shall be entitled to receive compensation in accordance with this Contract for any satisfactory work completed pursuant to the terms of this Contract prior to the date of notice of termination. Notwithstanding the above, the Consultant shall not be relieved of liability to the County for damages sustained by the County by virtue of any breach of the Contract by the Consultant.

16. NOTICES: Notices concerning termination of this Contract, notices of alleged or actual violations of the terms or provisions of this Contract, and all other notices shall be made as follows:

by the Consultant to:	Sean P. Owens, PE Douglas County Department of Public Works 100 Third Street, Suite 220 Castle Rock, CO 80104 (303) 660-7490
with a copy to:	E-mail: sowens@douglas.co.us Douglas County Attorney's Office 100 Third Street Castle Rock, CO 80104 (303) 660-7414 E-mail: attorney@douglas.co.us
and by the County to:	Kimley Horn & Associates, Inc. 3325 South Timberline Rd, Ste 130 Fort Collins, CO 80525 Attn: Caitlin Sheahan, PE Phone: (970)986-6784 E-mail: caitin.sheahan@kimley-horn.com

Said notices shall be delivered personally during normal business hours to the appropriate office above, or by prepaid first-class U.S. mail, via facsimile, or other method authorized in writing by the Authorized Representative. Mailed notices shall be deemed effective upon receipt or three (3) days after the date of mailing, whichever is earlier. The parties may from time to time designate substitute addresses or persons where and to whom such notices are to be mailed or delivered, but such substitutions shall not be effective until actual receipt of written notification.

17. NONDISCRIMINATION: In connection with the performance of work under this Contract, the Consultant agrees not to refuse to hire, discharge, promote or demote, or to discriminate in matters of compensation against any person otherwise qualified, solely because of race, color, religion, national origin, gender, age, military status, sexual orientation, marital status, or physical or mental disability.

18. GOVERNING LAW; VENUE: This Contract shall be deemed to have been made in and construed in accordance with the laws of the State of Colorado. Venue for any action hereunder shall be in the District Court, County of Douglas, State of Colorado. The Consultant expressly waives the right to bring any action in or to remove any action to any other jurisdiction, whether state or federal.

19. COMPLIANCE WITH ALL LAWS AND REGULATIONS: All of the work performed under this Contract by the Consultant shall comply with all applicable laws, rules, regulations and codes of the United States and the State of Colorado. The Consultant shall also comply with all applicable ordinances, regulations, and resolutions of the County and shall commit no trespass on any public or private property in the performance of any of the work embraced by this Contract.

20. SEVERABILITY: In the event any of the provisions of this Contract are held to be unenforceable or invalid by any court of competent jurisdiction, the validity of the remaining provisions shall not be affected. Should either party fail to enforce a specific term of this Contract it shall not be a waiver of a subsequent right of enforcement, nor shall it be deemed a modification or alteration of the terms and conditions contained herein.

21. NO THIRD-PARTY BENEFICIARIES: The enforcement of the terms and conditions of this Contract and all rights of action relating to such enforcement, shall be strictly reserved to the County and the Consultant, and nothing contained in this Contract shall give or allow any such claim or right of action by any other or third person under such Contract.

22. ADVERTISING AND PUBLIC DISCLOSURE: The Consultant shall not include any reference to this Contract or services performed pursuant to this Contract in any of Consultant's advertising or public relations materials without first obtaining the written approval of the Douglas County Public Affairs Director. Nothing herein, however, shall preclude the transmittal of any information to officials of the County, including without limitation, the County Manager, Assistant County Manager, and the Board of County Commissioners. Notwithstanding the foregoing, upon completion of the project, Consultant shall have the right to accurately represent their role, contractual relationship, and work performed under this Contract in client proposals for the purposes of establishing work experience.

23. PRIORITY OF PROVISIONS: In the event that any terms of this Contract and any Exhibit, attachment, or other referenced document are inconsistent, the following order of priority shall control:

1st This Contract, Sections 1 through 28
2nd Request for Proposal (if applicable)
3rd Exhibit C- Insurance Requirements

4th Exhibit A- Scope of Services
5th Exhibit B- Method of Payment
6th Response to Request for Proposal (if applicable).

24. HEADINGS; RECITALS: The headings contained in this Contract are for reference purposes only and shall not in any way affect the meaning or interpretation of this Contract. The Recitals to this Contract are incorporated herein.

25. ENTIRE AGREEMENT: The parties acknowledge and agree that the provisions contained herein constitute the entire agreement and that all representations made by any commissioner, official, officer, director, agent or employee of the respective parties unless included herein are null and void and of no effect. No alterations, amendments, changes or modifications to this Contract, except those which are expressly reserved herein to the Authorized Representative, shall be valid unless they are contained in writing and executed by all the parties with the same formality as this Contract.

26. INSURANCE: The Consultant shall be required to maintain the insurance requirements provided in Exhibit C, attached hereto and incorporated herein by reference. The Consultant shall provide evidence that such requirements have been met and shall provide updated information to the County in the event any changes are made to the Consultant's insurance coverage during the term of this Contract.

27. COUNTY EXECUTION OF AGREEMENT: This Contract is expressly subject to, and shall not be or become effective or binding on the County, until execution by all signatories of the County.

28. FORCE MAJEURE: No party shall be liable for failure to perform hereunder if such failure is the result of *force majeure*. Any time limit shall be extended for the period of any delay resulting from any *force majeure*, or this Contract may be terminated if such delay makes performance of the Contract impossible or impracticable. *Force majeure* shall mean causes beyond the reasonable control of a party against which it would have been unreasonable for the affected party to take precautions and which the affected party cannot avoid even by using its best efforts, such as, but not limited to, natural disasters of overwhelming proportions, exceptional adverse weather conditions, acts of God, acts of war, strikes, work stoppages, fire or other catastrophic casualty or action of non-party government authorities.

IN WITNESS WHEREOF, the County and the Consultant have executed this Contract as of the above date.

KIMLEY HORN & ASSOCIATES, INC.

BY:_____ **ATTEST: (if a corporation)**

Printed Name_____ **_____**

Title:_____ **Title:_____**

DATE:_____

Signature of Notary Public Required:

STATE OF _____)
) ss.
COUNTY OF _____)

The foregoing instrument was acknowledged before me this _____ day of _____, 2025, by _____.

Witness my hand and official seal

_____
Notary Public

My commission expires: _____

BOARD OF COUNTY COMMISSIONERS OF THE COUNTY OF DOUGLAS

_____
, CHAIR Date

APPROVED AS TO CONTENT:

_____
DOUGLAS J. DEBORD Date
COUNTY MANAGER

ATTEST

_____
Deputy Clerk **Date**

DEPARTMENT OF PUBLIC WORKS ENGINEERING:

_____
JANET HERMAN, P. E. Date
Director of Public Works

APPROVED AS TO FISCAL CONTENT:

_____
ANDREW COPLAND Date
Director of Finance

APPROVED AS TO LEGAL FORM:

_____
Chris Pratt Date
Senior Assistant County Attorney

Kimley»Horn

June 24, 2025

Sean P. Owens, PE
Special Projects Manager
Douglas County PW Engineering
On Behalf of Board of County Commissioners of the County of Douglas, State of Colorado
100 Third Street
Castle Rock, CO 80104

Re: Zebulon Sports Complex – Phase 1 Site Civil Project
SP 2025-018

EXHIBIT A

PROJECT UNDERSTANDING

The Board of County Commissioners of the County of Douglas, State of Colorado (the "County", "Client") requires engineering construction documents (CDs) for the future Zebulon Sports Complex, Phase 1 Site Civil (±125 acres) per the **Figure A** attached herein. It is understood that the CD package will require review from the Dougals County engineering department as well as Dominion Water and Sanitation District (DWSD). Kimley-Horn understands that a Site Improvement Plan (SIP) submittal is not required at this time. Kimley-Horn will be providing civil construction documents for "Phase 1" of the Project SP 2025-018.

Kimley-Horn understands that Phase 1 of the Project, as shown in **Figure A**, consists of the following proposed improvements:

- Mass grading of the 125-acre area highlighted in red in the exhibit
- Temporary drainage channel to the eastern detention pond
- Detention pond at the eastern limits of the site, east of the multi-purpose turf field
- 8" PVC sanitary sewer extension from the existing stub in the Yellowcress Street cul-de-sac (approximately 1,500 linear feet). No pump design is anticipated, and if a gravity system is not possible, additional design and an amendment will be required. Easements for the sanitary main will be through the Client's surveyor.
- 12" PVC watermain extension from the existing stub on the east side of Moore Road at Yellowcress Street (approximately 2,200 linear feet). Easements for the watermain will be through the Client's surveyor.
- 15" PVC sanitary sewer extension from the existing stub in Waterton Road (approximately 3,200 linear feet). No pump design is anticipated, and if a gravity system is not possible, additional design and an amendment will be required. Easements for the sanitary main will be through the Client's surveyor.
- Public "ring-road", approximately 5,000 linear feet, through Zebulon Park located east of the Phase 1 development to connect to North EVOC (Emergency Vehicle Operations Center) Road and South EVOC Road. Kimley-Horn will design this ring-road (shown herein in red on **Figure A**) per County standards to an Avenue Section.

- Public “interconnect road”, approximately 2,200 linear feet, through Zebulon Park Phase 1 to connect to Waterton Road and the Ring-Road. Kimley-Horn will design this interconnect road (shown herein in purple on **Figure A**) per County standards to an Avenue Section.
- Storm sewer shall be designed for the proposed ring-road and interconnect road (approximately 5,100 linear feet). The storm sewer is anticipated to discharge to the north and east of the ring-road into temporary drainage swales. It is understood that the drainage swales and pond north of the ring-road is to be designed by others.
- 8” PVC watermain and sanitary sewer (approximately 7,200 linear feet each) shall be designed by Kimley-Horn under the proposed ring-road and interconnect road.
- Kimley-Horn understands all Waterton Road roadway improvements and intersection designs with Waterton Road will be provided by others.

The anticipated scope of services is summarized below.

SCOPE OF SERVICES

Task 1 – Project Meetings

Kimley-Horn will participate in project meetings with the Client and Project Team, attend meetings with jurisdictional staff, and provide other coordination to support the Project. This task is intended to capture the effort for these meetings, conference calls, and design coordination for this Project. Meetings, whether in person or via telephone will include preparation and travel time. Coordination with the Client, Project Team, adjacent landowners, County, or other agencies will be invoiced as a part of this task.

These services are provided on an hourly basis with an estimate of up to one hundred (100) hours to be provided. If additional meetings, coordination, exhibit preparation, or public outreach support is deemed necessary for the Project, additional time beyond this hourly estimate can be provided at our then-current hourly rates. Kimley-Horn will not exceed this estimated fee without prior approval from the Client.

Task 2 – Limited Schematic Design and Feasibility

Kimley-Horn will provide feasibility and schematic design support to Douglas County for the gravity sanitary sewer design alternatives for the Site and mass grading options for Phase 1 of the Project. With this Task, Kimley-Horn will:

- Provide up to five (5) exhibits for gravity sanitary sewer alignments and alternatives
- Provide up to two (2) exhibits for watermain alignment options
- Provide up to two (2) exhibits showing preliminary grading across Phase 1 of the property and raw earthwork volumes. The earthwork volumes provided will be based on a conceptual final grading surface, and will generate a volume comparing it to the existing grade surface. There will be no over-excavation or shrink / swell factors applied to these raw volumes.
- Attend up to four (4) project team meetings.
- Provide up to one (1) revision on each exhibit above based on reasonable County comments.

Task 3 – Grading, Erosion, and Sediment Control (GESC) Report and Plan

Kimley-Horn will prepare the GESC Report and plan set per the County requirements. The Report is anticipated to consist of: project description, existing site conditions, soils information, areas and volumes, erosion and sediment control measures, schedule, permanent stabilization, stormwater management considerations, maintenance, and opinion of probable cost for installation and maintenance controls.

The GESC Plans are anticipated to consist of the following sheets for Phase I of the project:

- Cover Sheet, one (1) sheet
- General Notes, one (1) sheet
- Overall Key Map, one (1) sheet
- Initial GESC, six (6) sheets
- Interim GESC, six (6) sheets
- Final GESC, six (6) sheets
- Details, up to two (2) sheets

Task 3 documents will be submitted by Kimley-Horn to the Douglas County Engineering Review Team and Dominion Water and Sanitation District in PDF format. Kimley-Horn anticipates an initial submittal and up to two (2) resubmittals based on reasonable County comments. Revisions beyond those identified above will be provided as an Additional Service. Meetings attended in support of completion of this task will be performed as a part of Task 1.

Task 4 – Engineered Site Construction Drawings

The County requires final construction documents to be submitted as part of the entitlement process. Two (2) separate plan sets are required for the final construction documents. One plan set for roadway and drainage construction will be provided for the County and one plan set for water and sanitary sewer construction will be provided for Dominion Water and Sanitation District (the District, DWSD).

Kimley-Horn will prepare the final construction documents for the Phase 1 on-site infrastructure as follows:

Roadway and Drainage Plans*

- Cover Sheet, one (1) sheet
- General Notes and Sections, up to two (2) sheets
- Mass Grading*, up to six (6) sheets
- Grading cross-sections, three (3) sheets
- Temporary Drainage Channel Plan and Profile, up to two (2) sheets
- Detention Pond Plan and Details, up to four (4) sheets
- Paving plan and profiles (up to fourteen (14) sheets)
- Storm sewer plan and profiles (up to seven (7) sheets)
- Detail Sheets, up to six (6) sheets
- Landscape and Irrigation Plans (provided by Client's Landscape Architect)

*Note: Only mass grading of "Phase 1" and design of the ring-road and interconnect road as shown on **Figure A** herein is proposed at this time and anticipated in this Agreement. It is understood over-

excavation plans for the entire Phase 1 Site are not required and are not included in this Agreement. It is understood over-excavation plans for the ring-road and interconnect road are required and shall be provided as part of **Task 8**. Engineering drawings associated with future phases or detailed design of the Site can be provided under a separate Agreement. Kimley-Horn understands all Waterton Road roadway improvements and intersection designs with Waterton Road will be provided by others.

Water and Sanitary Sewer Plans

- Cover Sheet, one (1) sheet
- General Notes, up to two (2) sheets
- Overall Utility Plan, up to four (4) sheets
- Water Plan and Profile, up to fourteen (14) sheets
- Sanitary Sewer Plan and Profile, up to twenty (20) sheets
- Detail Sheets, up to two (2) sheets

It is understood that a utility analysis is not required for this project and that the proposed water main and sanitary sewer will be per the diameters outlined above. It is understood the proposed utilities will tie into the existing stubs at the eastern limits of the Yellowcress Street cul-de-sac and the Waterton Road / Moore Road intersection. Coordination with DWSD for the proposed connection to the future 12-inch PVC watermain in Waterton Road will be provided under Task 1.

Task 4 documents will be submitted by Kimley-Horn to the Douglas County Engineering Review Team and Dominion Water and Sanitation District in PDF format. Kimley-Horn anticipates an initial submittal and up to two (2) resubmittals based on reasonable County and District comments. Revisions beyond those identified above will be provided as an Additional Service. Meetings attended in support of completion of this task will be performed as a part of Task 1.

Task 5 – Phase III Drainage Report

Kimley-Horn will prepare a Phase III Drainage Report for the Project based on the County's Storm Drainage Design Criteria and Construction Specifications and the Master Drainage Report for Sterling Ranch prepared by Matrix Design Group in 2020. This task is anticipated to provide a narrative, existing and proposed drainage map, existing and proposed hydrologic calculations utilizing the rational method, and temporary ditch sizing calculations. We anticipate that no off-site analyses will be required and, therefore, is not a part of the scope.

Kimley-Horn understands that detention and water quality calculations will be required based on an assumption of future site imperviousness per the Concept Plan for the development provided in March 2025 and shown on **Figure A** herein. This task consists of sizing of one (1) full spectrum detention pond using MHFD-Detention. The pond will be sized to accommodate the required water quality treatment and detention requirements for the portion of the Phase 1 development that drains to the east and evaluated with the assumed future development of the site. It is understood that a detention pond will be required to the north of Phase 1 for the portion of the Site that drains north, and this pond will be designed by others along with the temporary swale to the pond.

The Phase III Drainage Report will be submitted by Kimley-Horn to the Douglas County Engineering Review Team in PDF format. It is anticipated that up to two (2) rounds of revisions based on reasonable comments from the County will be provided in this task. Revisions beyond those identified above will be provided as an Additional Service.

Task 6 – Dry Utility Design & Coordination

Kimley-Horn will provide the services specifically set forth below.

- Submit Xcel applications for new electric and natural gas distribution. Coordinate with Lumiere Fiber to provide telecommunications distribution and joint trenching.
- Assist design team with coordinating joint trench routing and equipment (transformer and pedestal) locations to maintain clearances from wet utilities, structures, and landscaping.
- Prepare dry utility coordination plan indicating routing of underground natural gas, electric, and telecommunication lines, transformers, service pedestals, or other dry utility required equipment.
- Prepare dry utility sleeving plan for required natural gas, electric, streetlighting. Telecommunications, and irrigation across alleys and public roadways.
- Coordination of easements to be shown on plat or by separate legal document. Preparation of easements excluded from this scope.
- Review up to two (2) designs and cost estimates provided by each Service Provider.
- Applications, design, and coordination for individual building gas, electric, and fiber services is excluded from this scope.

Task 7 – Construction Phase Services

Kimley-Horn will provide limited construction phase services to Client for this project. The scope of this task consists of answering questions and providing clarification of plans during the construction period. Kimley-Horn will schedule pre-construction meetings with Service Providers, General Contractor, and Owner representative prior to the start of any work. Kimley-Horn can assist in coordinating electric and gas meter sets with Xcel Energy. Periodic site visits can be arranged at appropriate times to review progress.

Kimley-Horn will not direct the work of the Contractor, guarantee the performance of the contracts, nor accept responsibility for the Contractor's means, methods, and safety at the site Kimley-Horn will not be responsible for acts or omissions of the Contractor or any of its subcontractors, suppliers, or vendors. Contractor is responsible for providing notes of all field changes. This task does not include daily or regular site observations for utility installation or other construction progress. Daily or regular observations of construction activities, if required, are to be provided by third party inspector.

Due to the unknown extent of our involvement at this time Kimley-Horn will provide these services on an hourly basis with an anticipated effort level of up to one hundred (100) hours provided in the budget. Extended construction schedule or significant construction involvement is neither anticipated nor included. Additional time beyond this hourly estimate can be provided at our then-current hourly rates.

New Task 8 – Public Ring-Road and Interconnect Road Over-Excavation Plan

Kimley-Horn will prepare an over-excavation plan for the proposed public ring-road and interconnect road based on the Geotechnical Engineer's recommendations for depth and a cross-section approved by the Client.

CADD Conversion and Surface Design
Kimley-Horn will build a surface model of the proposed approx. 5,000 linear feet ring-road and approx. 2,200 linear feet of interconnect road based off the design prepared in Task 4. Kimley-Horn will convert the proposed XML files to develop a corridor file to create the over-excavation surface.
Provided by Kimley-Horn:

- Corridor surface XML (ring-road, interconnect road) to create Over-excavation Plan (below)

Over-Excavation Plan
Kimley-Horn will provide an over-excavation plan for the ring-road and interconnect road, as follows:

- Ring-road & Interconnect road street cross sections: Depicting pavement sections and over-excavation depths per recommendations by the Client's Geotechnical Engineer. It is understood that the Client will provide the Geotechnical report with over-excavation recommendations.

Kimley-Horn will prepare the over-excavation plans for submittal to the Client on up to four (4) sheets with two (2) detail sheets. Kimley-Horn will update the over-excavation plans for one (1) revision per the Client's direction due to reasonable comments or discovered field conditions.

Services Not Included
Any other services, including but not limited to the following, are not included in this Agreement:

- Traffic Impact Study or Access Plan
- Landscape and Irrigation Design
- Over-excavation Plan
- Structural Wall / Retaining Wall design
- Site Improvement Plan (SIP) Application Materials
- Off-site Improvement Plans
- Utility Sizing / Modeling Analysis
- Final Engineering Construction Documents beyond those identified above
- Surveying and legal preparation of easements and right-of-way will be by others.
- Commissioning of any dry utility systems
- Electrical engineering for private electrical and lighting for park spaces
- Coordination of individual electric and natural gas meter sets.

Any services not specifically provided for in the above scope will be billed as additional services and performed at our then current hourly rates.

Information Provided By Client
We shall be entitled to rely on the completeness and accuracy of all information provided by the Client or the Client's consultants or representatives.

Schedule
We will provide our services with the goal of meeting a mutually agreed upon schedule. Any variations in the agreed upon schedule will be communicated to the Client.

EXHIBIT B

FEE AND EXPENSES

Kimley-Horn will perform the services for the following fee:

Task	Description	Fee	Type
Task 1	Project Meetings	$22,500	HR
Task 2	Limited Schematic Design and Feasibility	$30,000	LS
Task 3	Grading, Erosion, and Sediment Control (GESC) Report and Plan	$32,500	LS
Task 4	Engineered Site Construction Drawings	$247,000	LS
Task 5	Phase III Drainage Report	$35,000	LS
Task 6	Dry Utility Coordination	$9,000	LS
Task 7	Construction Phase Services	$22,500	HR
Task 8	Public Ring-Road & Interconnect Road Over-Excavation Plan	$11,500	LS

Lump Sum Fee - Services indicated by a “LS” will be provided for the identified Lump Sum Fee.

Hourly Fee - Services indicated by “HR” will be provided on an hourly basis and the fee amounts provided are strictly estimates for these tasks. The estimates noted above do not cap the amount that will be billed. Labor fee will be billed based on actual hours spent according our Standard Hourly Rate Schedule, which is subject to periodic adjustment. An amount equal to 4% of the hourly labor effort will be added to each invoice to cover certain other expenses such as in-house duplicating, local mileage, telephone calls, facsimiles, postage, and word processing.

Direct Reimbursable Expenses - For all tasks, direct reimbursable expenses such as express delivery services, fees, air travel, and other direct expenses will be billed at 1.15 times cost. A percentage of labor fee will be added to each invoice to cover certain other expenses such as telecommunications, in-house reproduction, postage, supplies, project related computer time, and local mileage. Administrative time related to the project will be billed hourly. All permitting, application, and similar project fees will be paid directly by the Client.

Fees and expenses will be invoiced monthly based, as applicable, upon the percentage of services completed or actual services performed, and expenses incurred as of the invoice date. Payment will be due and payable within twenty-five (25) days of your receipt of the invoice.

Kimley-Horn, in an effort to expedite invoices and reduce paper waste, will submit invoices electronically via email in an Adobe PDF format to Sean Owens, sowens@douglas.co.us . Additional recipients of invoices can be added upon request.

CLOSURE

The parties agree to enter into a mutually agreeable contractual arrangement following award of the Project. We will commence services, as defined within the Fee and Expenses, only after we have received a fully-executed agreement. Fees stated in this Proposal are valid for sixty (60) days after the date of this letter.

We appreciate the opportunity to provide these services to you. Please contact me at 970-986-6784 if you have any questions.

Sincerely,
KIMLEY-HORN AND ASSOCIATES, INC.

By: Caitlin Sheahan, P.E.
Project Manager

By: Emily Felton, P.E.
Vice President

Figure A

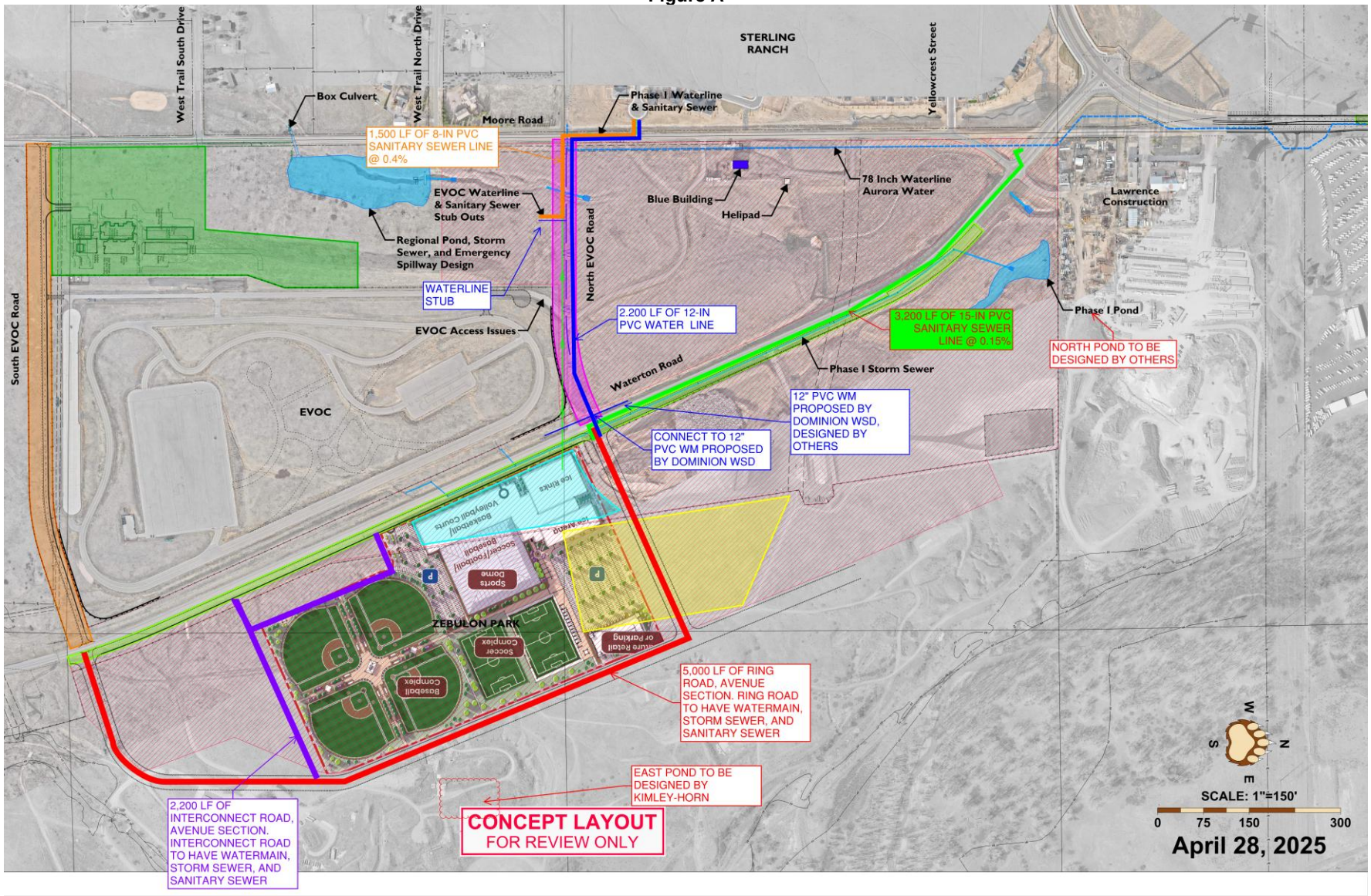

West Trail South Drive
West Trail North Drive
STERLING RANCH
Yellowcrest Street
Box Culvert
Moore Road
Phase I Waterline & Sanitary Sewer
1,500 LF OF 8-IN PVC SANITARY SEWER LINE @ 0.4%
EVOC Waterline & Sanitary Sewer Stub Outs
Regional Pond, Storm Sewer, and Emergency Spillway Design
Blue Building
Helipad
78 Inch Waterline Aurora Water
Lawrence Construction
North EVOC Road
South EVOC Road
WATERLINE STUB
EVOC Access Issues
2,200 LF OF 12-IN PVC WATER LINE
3,200 LF OF 15-IN PVC SANITARY SEWER LINE @ 0.15%
Phase I Pond
NORTH POND TO BE DESIGNED BY OTHERS
Waterton Road
Phase I Storm Sewer
EVOC
12" PVC WM PROPOSED BY DOMINION WSD, DESIGNED BY OTHERS
CONNECT TO 12" PVC WM PROPOSED BY DOMINION WSD
ZEBULON PARK
5,000 LF OF RING ROAD, AVENUE SECTION. RING ROAD TO HAVE WATERMAIN, STORM SEWER, AND SANITARY SEWER
EAST POND TO BE DESIGNED BY KIMLEY-HORN
2,200 LF OF INTERCONNECT ROAD, AVENUE SECTION. INTERCONNECT ROAD TO HAVE WATERMAIN, STORM SEWER, AND SANITARY SEWER
CONCEPT LAYOUT
FOR REVIEW ONLY
W
S
N
E
SCALE: 1"=150'
0
75
150
300
April 28, 2025

Exhibit C

INSURANCE REQUIREMENTS

CONSULTANT or CONTRACTOR shall procure and maintain for the duration of the contract insurance against claims for injuries to persons or damages to property which may arise from or in connection with the performance of the work hereunder by the Consultant, Contractor, its agents, representatives, or employees.

MINIMUM SCOPE AND LIMIT OF INSURANCE

Coverage shall be at least as broad as:

1. **Commercial General Liability** (CGL): Covering CGL on an "occurrence" basis, including products and completed operations, property damage, bodily injury and personal & advertising injury (including coverage for contractual and employee acts) with limits no less than **$1,000,000** per occurrence. If a general aggregate limit applies, either the general aggregate limit shall apply separately to this project/location (ISO CG 25 03 or 25 04) or the general aggregate limit shall be twice the required occurrence limit. $2,000,000.
2. **Automobile Liability:** Insurance Services Office Form covering, Code 1 (any auto), or if CONSULTANT or CONTRACTOR has no owned autos, Code 8 (hired) and 9 (non-owned), with limit no less than **$1,000,000** per accident for bodily injury and property damage.
3. **Workers' Compensation** insurance as required by the State of Colorado, with Statutory Limits, and Employer's Liability Insurance with limit of no less than **$1,000,000** per accident for bodily injury or disease
4. **Professional Liability** (Errors and Omissions) Insurance appropriate to the CONSULTANT or CONTRACTOR's profession, with limit no less than **$1,000,000** per occurrence or claim, $2,000,000 aggregate.

The Insurance obligations under this agreement shall be the minimum Insurance coverage requirements and/or limits shown in this agreement; whichever is greater. Any insurance proceeds in excess of or broader than the minimum required coverage and/or minimum required limits, which are applicable to a given loss, shall be available to the COUNTY. No representation is made that the minimum Insurance requirements of this agreement are sufficient to cover the obligations of the CONSULTANT or CONTRACTOR under this agreement.

OTHER INSURANCE PROVISIONS:

The insurance policies are to contain, or be endorsed to contain, the following provisions:

Additional Insured Status. Douglas County, its officers, officials, employees, and volunteers are to be covered as additional insureds on the CGL policy with respect to liability arising out of work or operations performed by or on behalf of the CONSULTANT or CONTRACTOR including materials, parts, or equipment furnished in connection with such work or operations. General liability coverage can be provided in the form of an endorsement to the CONSULTANT or CONTRACTOR's insurance (at least as broad as ISO Form CG 20 10 11 85 or **both** CG 20 10, CG 20 26, CG 20 33, or CG 20 38; **and** CG 20 37 forms if later revisions used).

Primary Coverage. For any claims related to this contract, the **CONSULTANT or CONTRACTOR's insurance coverage shall be primary** insurance. Any insurance or self-insurance maintained by Douglas County, its officers, officials, employees, or volunteers shall be excess and non- contributory to the CONSULTANT or CONTRACTOR's insurance.

Notice of Cancellation. Each insurance policy required above shall state that **coverage shall not be canceled, except with notice to Douglas County**.

Waiver of Subrogation. CONSULTANT or CONTRACTOR hereby grants to Douglas County a waiver of any right to subrogation which any insurer of said CONSULTANT or CONTRACTOR may acquire against Douglas County by virtue of the payment of any loss under such insurance. CONSULTANT or CONTRACTOR agrees to obtain any endorsement that may be necessary to affect this waiver of subrogation, but this provision applies regardless of whether or not Douglas County has received a waiver of subrogation endorsement from the insurer.

Self-Insured Retentions, Deductibles and Coinsurance. The CONSULTANT or CONTRACTOR agrees to be fully and solely responsible for any costs or expenses as a result of a coverage deductible, coinsurance penalty, or self-insured retention. Douglas County may require the CONSULTANT or CONTRACTOR to provide proof of ability to pay losses and related investigations, claim administration, and defense expenses within the retention. The policy language shall provide, or be endorsed to provide, that the self-insured retention may be satisfied by either the named insured or Douglas County. The CONSULTANT or CONTRACTOR will indemnify Douglas County, in full, for any amounts related to the above.

Acceptability of Insurers. Insurance is to be placed with insurers with a current A.M. Best's rating of no less than A:VII, unless otherwise acceptable to Douglas County.

Claims Made Policies. If any of the required policies provide coverage on a claims-made basis:

1. The Retroactive Date must be shown and must be before the date of the contract or the beginning of contract work.
2. Insurance must be maintained, and evidence of insurance must be provided ***for at least three (3) years after completion of the contract of work.***
3. If coverage is canceled or non-renewed, and not ***replaced with another claims-made policy form with a Retroactive Dat***e prior to the contract effective date, the Consultant must purchase "extended reporting" coverage for a minimum of ***three (3)*** years after completion of contract work.

Verification of Coverage. CONSULTANT or CONTRACTOR shall furnish Douglas County with original certificates and amendatory endorsements or copies of the applicable policy language effecting coverage required by this clause. All certificates and endorsements are to be received and approved by Douglas County before work commences. However, failure to obtain the required documents prior to the work beginning shall not waive the CONSULTANT or CONTRACTOR's obligation to provide them. Douglas County reserves the right, but not the obligation, to review and revise any insurance requirement, not limited to limits, coverage, and endorsements. Additionally, Douglas County reserves the right, but

not the obligation, to review and reject any insurance policies failing to meet the criteria stated herein. Failure on the part of the CONSULTANT or CONTRACTOR to provide insurance policies within ten (10) working days of receipt of the written request will constitute a material breach of contract upon which Douglas County may immediately terminate this contract.

The completed certificates of insurance with additional insured endorsements and waivers of subrogation and any notices, within 20 days of cancellation or termination will be sent via mail or e-mail to:

Douglas County Government
Attn: Risk Management
100 Third Street
Castle Rock, Colorado 80104
risk@douglas.co.us

Subcontractors. Consultant shall require and verify that all subcontractors maintain insurance meeting all the requirements stated herein, and CONSULTANT or CONTRACTOR shall ensure Douglas County is an additional insured on insurance required from subcontractors. Any subcontractors will not be required to maintain professional liability insurance if their scope of work does not include any: (a) engineering or design; (b) construction inspection; or (c) survey work.

Failure to Procure or Maintain Insurance. The CONTRACTOR will not be relieved of any liability, claims, demands, or other obligations assumed by its failure to procure or maintain insurance, or its failure to procure or maintain insurance in sufficient amounts, durations, or types. Failure on the part of the CONTRACTOR to procure or maintain policies providing the required coverage, conditions and minimum limits will constitute a material breach of contract upon which Douglas County may immediately terminate this contract.

Governmental Immunity. The parties hereto understand and agree that Douglas County is relying on, and does not waive or intend to waive by any provision of this Agreement, the monetary limitations or any other rights, immunities, and protections provided by the Colorado Governmental Immunity Act, C.R.S. §§ 24-10-101 *et seq.* as from time to time amended, or otherwise available to Douglas County, its officers, or its employees

Special Risks or Circumstances
Douglas County reserves the right to modify these requirements, including limits, based on the nature of the risk, prior experience, insurer, coverage, or other special circumstances.

_____

Megan Datwyler, Risk Manager Date

From:	Christopher Pratt
To:	Sean Owens
Cc:	Amy Williams; Ashley Pennick
Subject:	RE: PCS - Kimley Horn - Zebulon Phase 1 Site Civil
Date:	Thursday, June 26, 2025 2:23:28 PM

Looks fine Sean. Are they aware of the environmental issues on this site? Should we include the likelihood of having to redesign or make significant modifications due to such concerns and CDPHE? I am not sure we need it in there or not for design – definitely will for construction.

From: Sean Owens <SOwens@douglas.co.us>
Sent: Wednesday, June 25, 2025 10:15 AM
To: Christopher Pratt <cpratt@douglas.co.us>
Cc: Amy Williams <awilliam@douglas.co.us>; Ashley Pennick <apennick@douglas.co.us>
Subject: PCS - Kimley Horn - Zebulon Phase 1 Site Civil

Christopher,

Please review the attached and let me know any comments.

This will go to the BOCC at the July 8th Business Meeting.

Happy Wednesday!

Sean

MEETING DATE: July 22, 2025

STAFF PERSON RESPONSIBLE: Brolin Bundy, P.E., Capital Improvements Project Manager

DESCRIPTION: Public Contract for Services to Benesch for Professional Services for the Chambers Road and Lincoln Avenue Intersection Improvements Project, for the Amount of $650,000.00, Douglas County Project Number CI 2024-024.

SUMMARY: Benesch has been chosen (based on a competitive selection process outlined below in this memo) to perform design engineering services for the future construction of the Chambers Road and Lincoln Avenue Intersection Improvements Project. The project will include adding double left-turn lanes for eastbound Lincoln Avenue to northbound Chambers Road and westbound Lincoln Avenue to southbound Chambers Road, as well as a dedicated northbound right turn lane on Chambers Road to eastbound Lincoln Avenue. Additionally, to improve pedestrian connectivity, an evaluation of a sidewalk connection from the Stonegate neighborhood in the northeast quadrant to the sidewalk adjacent to Chambers Road is necessary.

Benesch was selected by Douglas County staff through a competitive consultant selection process as follows: on May 16, 2025, a Request for Proposals (RFP) was sent out by Douglas County staff to five (5) consultants who had previously been selected (short listed) for 2025-2026 by the County to provide consultant services under the "Major and Minor Roadway Projects" category. The following consultant firms submitted proposals: Benesch and HDR. Proposals were evaluated by three (3) Douglas County staff using the following weighted selection criteria with a total of one hundred (100) points possible:

1. Firm Capabilities and Qualifications - 10 pts
2. Project Team past performance and relevant experience - 20 pts
3. Project approach and understanding of critical issues - 25 pts
4. Draft Scope of Services - 20 pts
5. Draft Project Schedule - 10 pts
6. Estimated Fee - 15 pts

Three (3) evaluators submitted their rankings confidentially, which were then combined to determine the overall ranking as shown below.

Consultant Teams Submitting a Proposal	Overall Ranking
Benesch	1
HDR	2

The proposed PCS Contract with Benesch is for an amount not to exceed $650,000.00 using funds available in Fund 230, Business Unit 800163.

RECOMMENDED ACTION:

Approval of a Public Contract for Services (PCS) to Benesch for Professional Services for the Chambers Road and Lincoln Avenue Intersection Improvements Project, for the amount of $650,000.00, Douglas County Project Number CI 2024-024.

REVIEW:

Kristina Mann	Approve	7/8/2025
Jeff Garcia	Approve	7/14/2025
Andrew Copland	Approve	7/18/2025
Doug DeBord	Approve	7/18/2025

ATTACHMENTS:

PCS Contract Benesch-Chambers Rd and Lincoln-Brolin B

PUBLIC CONTRACT FOR SERVICES

THIS PUBLIC CONTRACT FOR SERVICES (the "Contract") is made and entered into this _____ day of _____, 2025, by and between the **BOARD OF COUNTY COMMISSIONERS OF THE COUNTY OF DOUGLAS, STATE OF COLORADO** (the "County"), and **Alfred Benesch & Company**, an Illinois C-corporation authorized to do business in Colorado (the "Consultant").

RECITALS

WHEREAS, the County is undertaking certain activities for the Chambers Road and Lincoln Avenue Intersection Improvements Project, Douglas County Project Number CI 2024-024; and

WHEREAS, the County desires to engage the Consultant to render certain professional services and assistance in connection with such undertakings of the County; and

WHEREAS, the Consultant has the ability to assist the County through its professional expertise, knowledge, and experience and is ready, willing and able to provide such services, subject to the conditions hereinafter set forth.

NOW, THEREFORE, for and in consideration of the premises and other good and valuable consideration, the parties agree as follows:

1. LINE OF AUTHORITY: Brolin Bundy, P.E., Project Manager, (the "Authorized Representative"), is designated as Authorized Representative of the County for the purpose of administering, coordinating and approving the work performed by the Consultant under this Contract.

2. SCOPE OF SERVICES: All services described in Exhibit A, attached hereto and incorporated herein, shall be performed by Consultant.

The County may, from time to time, request changes to the scope of services to be performed hereunder. Such changes, including any increase or decrease in the amount of the Consultant's compensation, which are mutually agreed upon between the County and Consultant, shall be in writing and shall become part of this Contract upon execution.

The Consultant agrees to diligently and professionally perform all the services described herein in a manner satisfactory to the Authorized Representative. It is also understood and agreed that the Consultant shall not, in performing services hereunder, undertake any action or activity prohibited by the terms of any lease, permit, license or other agreement in effect during the term hereof between the Consultant and the County for the use and occupancy by the Consultant of any County facilities or space.

3. COMPENSATION: Subject to the maximum contract liability and all other provisions of this Contract, the County agrees to pay to the Consultant, and the Consultant agrees to accept payment as described in Exhibit B, attached hereto and incorporated herein, during the term hereof, in accordance with the terms set forth herein.

4. MAXIMUM CONTRACT EXPENDITURE: Any other provision of this Contract notwithstanding and pursuant to Section 29-1-110, C.R.S., the amount of funds appropriated for this Contract is Six Hundred Fifty Thousand Dollars ($650,000.00) for fiscal year 2025. In no event shall the County be liable for payment under this Contract for any amount in excess thereof. The County is not under obligation to make any future apportionment or allocation to this Contract nor is anything set forth herein a limitation of liability for Consultant. Any potential expenditure for this Contract outside the current fiscal year is subject to future annual appropriation of funds for any such proposed expenditure.

5. TERM: It is mutually agreed by the parties that the term of this Contract shall commence as of 12:01 a.m. on July 23, 2025 and terminate at 12:00 a.m. on August 1, 2026. This Contract and/or any extension of its original term shall be contingent upon annual funding being appropriated, budgeted and otherwise made available for such purposes and subject to the County's satisfaction with all products and services received during the preceding term.

6. INVOICING PROCEDURES: Payments shall be made to the Consultant based upon invoices submitted by the Consultant, provided such invoices have been approved by the Authorized Representative. Payments will be made to the Consultant within thirty (30) days, or within a mutually agreed upon period after County has received complete invoices from the Consultant. The County reserves the right to require such additional documentation, including monthly activity reports detailing the Consultant's activities and services rendered, as the County deems appropriate to support the payments to the Consultant. The signature of an officer of the Consultant shall appear on all invoices certifying that the invoice has been examined and found to be correct.

7. CONFLICT OF INTEREST: The Consultant agrees that no official, officer or employee of the County shall have any personal or beneficial interest whatsoever in the services or property described herein, and the Consultant further agrees not to hire, pay, or contract for services of any official, officer or employee of the County. A conflict of interest shall include transactions, activities or conduct that would affect the judgment, actions or work of the Consultant by placing the Consultant's own interests, or the interest of any party with whom the Consultant has a contractual arrangement, in conflict with those of County.

8a. INDEMNIFICATION-GENERAL: The County cannot and by this Contract does not agree to indemnify, hold harmless, exonerate or assume the defense of the Consultant or any other person or entity whatsoever, for any purpose whatsoever. Provided that the claims, demands, suits, actions or proceedings of any kind are not the result of professional negligence, the Consultant shall defend, indemnify and hold harmless the County, its commissioners, officials, officers, directors, agents and employees from any and all claims, demands, suits, actions or proceedings of any kind or nature whatsoever, including Workers' Compensation claims, in any way resulting from or arising from the services rendered under this Contract; provided, however, that the Consultant need not indemnify or save harmless the County, its officers, agents and employees from damages resulting from the sole negligence of the County's commissioners, officials, officers, directors, agents and employees. Further, this indemnification is intended to comply with and be subject to C.R.S. 13-50.5-102 (8), as amended from time to time.

8b. INDEMNIFICATION FOR PROFESSIONAL NEGLIGENCE: The Consultant shall indemnify and hold harmless the County and any of its commissioners, officials, officers, directors, agents and employees from and against damages, liability, losses, costs and expenses, including reasonable attorney's fees, but only to the extent caused by the negligent acts, errors or omissions of the Consultant, its employees, agents or subcontractors, or others for whom the Consultant is legally liable, in the performance of professional services under this Contract. The Consultant is not obligated under this sub-section 8b to indemnify the County for the negligent acts of the County or any of its commissioners, officials, officers, directors, agents and employees.

9. INDEPENDENT CONTRACTOR: The Consultant is an independent contractor and is free to perform services for other clients. Notwithstanding any provision of this Contract, all personnel assigned by the Consultant to perform work under this Contract shall be and remain at all times, employees of the Consultant for all purposes. THE INDEPENDENT CONTRACTOR IS NOT ENTITLED TO WORKERS' COMPENSATION OR UNEMPLOYMENT BENEFITS THROUGH THE COUNTY AND IS OBLIGATED TO PAY FEDERAL AND STATE INCOME TAX ON ANY MONIES EARNED PURSUANT TO THE CONTRACT RELATIONSHIP.

10. NO WAIVER OF GOVERNMENTAL IMMUNITY ACT: The parties hereto understand and agree that the County, its commissioners, officials, officers, directors, agents and employees, are relying on, and do not waive or intend to waive by any provisions of this Contract, the monetary limitations or any other rights, immunities and protections provided by the Colorado Governmental Immunity Act, §§ 24-10-101 to 120, C.R.S., or otherwise available to the County.

11. ASSIGNMENT: The Consultant covenants and agrees that it will not assign or transfer its rights hereunder, or subcontract any work hereunder, either in whole or in part without the prior written approval of the Authorized Representative. Any attempt by the Consultant to assign or transfer its rights hereunder shall, at the option of the Authorized Representative, void the assignment or automatically terminate this Contract and all rights of the Consultant hereunder.

12. COUNTY REVIEW OF RECORDS: The Consultant agrees that, upon request of the Authorized Representative, at any time during the term of this Contract, or three (3) years thereafter, it will make full disclosure to the County and make available for inspection and audit upon request by the Authorized Representative, the County Director of Finance, or any of their authorized representatives, all of its records associated with work performed under this Contract for the purpose of making an audit, examination or excerpts. The Consultant shall maintain such records until the expiration of three (3) years following the end of the term of this Contract.

13. OWNERSHIP OF DOCUMENTS: Drawings, specifications, guidelines and any other documents prepared by the Consultant in connection with this Contract shall be the property of the County.

14. ASSIGNMENT OF COPYRIGHTS: The Consultant assigns to the County the copyrights to all works prepared, developed, or created pursuant to this Contract, including the

right to: 1) reproduce the work; 2) prepare derivative works; 3) distribute copies to the public by sale, rental, lease, or lending; 4) perform the works publicly; and 5) to display the work publicly. The Consultant waives its rights to claim authorship of the works, to prevent its name from being used wrongly in connection with the works, and to prevent distortion of the works.

15. TERMINATION: The County shall have the right to terminate this Contract, with or without cause, by giving written notice to the Consultant of such termination and specifying the effective date thereof, which notice shall be given at least ten (10) days before the effective date of such termination. In such event, all finished or unfinished documents, data, studies and reports prepared by the Consultant pursuant to this Contract shall become the County's property. The Consultant shall be entitled to receive compensation in accordance with this Contract for any satisfactory work completed pursuant to the terms of this Contract prior to the date of notice of termination. Notwithstanding the above, the Consultant shall not be relieved of liability to the County for damages sustained by the County by virtue of any breach of the Contract by the Consultant.

16. NOTICES: Notices concerning termination of this Contract, notices of alleged or actual violations of the terms or provisions of this Contract, and all other notices shall be made as follows:

by the Consultant to:	Brolin Bundy, P.E., Capital Improvements Project Manager Douglas County Department of Public Works 100 Third Street, Suite 220 Castle Rock, CO 80104 (303) 660-7490 E-mail: bbundy@douglas.co.us
with a copy to:	Douglas County Attorney's Office 100 Third Street Castle Rock, CO 80104 (303) 660-7414 E-mail: attorney@douglas.co.us
and by the County to:	Travis Greiman, PE, Project Manager Benesch 7979 E. Tufts Avenue, Suite 800 Denver, CO, 80237 Phone: 720.473.7587 E-mail: TGreiman@benesch.com

Said notices shall be delivered personally during normal business hours to the appropriate office above, or by prepaid first-class U.S. mail, via facsimile, or other method authorized in writing by the Authorized Representative. Mailed notices shall be deemed effective upon receipt or three (3) days after the date of mailing, whichever is earlier. The parties may from time to time designate substitute addresses or persons where and to whom such notices are to be mailed or delivered, but such substitutions shall not be effective until actual receipt of written notification.

17. NONDISCRIMINATION: In connection with the performance of work under this Contract, the Consultant agrees not to refuse to hire, discharge, promote or demote, or to discriminate in matters of compensation against any person otherwise qualified, solely because of race, color, religion, national origin, gender, age, military status, sexual orientation, marital status, or physical or mental disability.

18. GOVERNING LAW; VENUE: This Contract shall be deemed to have been made in and construed in accordance with the laws of the State of Colorado. Venue for any action hereunder shall be in the District Court, County of Douglas, State of Colorado. The Consultant expressly waives the right to bring any action in or to remove any action to any other jurisdiction, whether state or federal.

19. COMPLIANCE WITH ALL LAWS AND REGULATIONS: All of the work performed under this Contract by the Consultant shall comply with all applicable laws, rules, regulations and codes of the United States and the State of Colorado. The Consultant shall also comply with all applicable ordinances, regulations, and resolutions of the County and shall commit no trespass on any public or private property in the performance of any of the work embraced by this Contract.

20. SEVERABILITY: In the event any of the provisions of this Contract are held to be unenforceable or invalid by any court of competent jurisdiction, the validity of the remaining provisions shall not be affected. Should either party fail to enforce a specific term of this Contract it shall not be a waiver of a subsequent right of enforcement, nor shall it be deemed a modification or alteration of the terms and conditions contained herein.

21. NO THIRD-PARTY BENEFICIARIES: The enforcement of the terms and conditions of this Contract and all rights of action relating to such enforcement, shall be strictly reserved to the County and the Consultant, and nothing contained in this Contract shall give or allow any such claim or right of action by any other or third person under such Contract.

22. ADVERTISING AND PUBLIC DISCLOSURE: The Consultant shall not include any reference to this Contract or services performed pursuant to this Contract in any of Consultant's advertising or public relations materials without first obtaining the written approval of the Douglas County Public Affairs Director. Nothing herein, however, shall preclude the transmittal of any information to officials of the County, including without limitation, the County Manager, Assistant County Manager, and the Board of County Commissioners. Notwithstanding the foregoing, upon completion of the project, Consultant shall have the right to accurately represent their role, contractual relationship, and work performed under this Contract in client proposals for the purposes of establishing work experience.

23. PRIORITY OF PROVISIONS: In the event that any terms of this Contract and any Exhibit, attachment, or other referenced document are inconsistent, the following order of priority shall control:

1st This Contract, Sections 1 through 28
2nd Request for Proposal (if applicable)

3rd Exhibit C- Insurance Requirements
4th Exhibit A- Scope of Services
5th Exhibit B- Method of Payment
6th Response to Request for Proposal (if applicable).

24. HEADINGS; RECITALS: The headings contained in this Contract are for reference purposes only and shall not in any way affect the meaning or interpretation of this Contract. The Recitals to this Contract are incorporated herein.

25. ENTIRE AGREEMENT: The parties acknowledge and agree that the provisions contained herein constitute the entire agreement and that all representations made by any commissioner, official, officer, director, agent or employee of the respective parties unless included herein are null and void and of no effect. No alterations, amendments, changes or modifications to this Contract, except those which are expressly reserved herein to the Authorized Representative, shall be valid unless they are contained in writing and executed by all the parties with the same formality as this Contract.

26. INSURANCE: The Consultant shall be required to maintain the insurance requirements provided in Exhibit C, attached hereto and incorporated herein by reference. The Consultant shall provide evidence that such requirements have been met and shall provide updated information to the County in the event any changes are made to the Consultant's insurance coverage during the term of this Contract.

27. COUNTY EXECUTION OF AGREEMENT: This Contract is expressly subject to, and shall not be or become effective or binding on the County, until execution by all signatories of the County.

28. FORCE MAJEURE: No party shall be liable for failure to perform hereunder if such failure is the result of *force majeure*. Any time limit shall be extended for the period of any delay resulting from any *force majeure*, or this Contract may be terminated if such delay makes performance of the Contract impossible or impracticable. *Force majeure* shall mean causes beyond the reasonable control of a party against which it would have been unreasonable for the affected party to take precautions and which the affected party cannot avoid even by using its best efforts, such as, but not limited to, natural disasters of overwhelming proportions, exceptional adverse weather conditions, acts of God, acts of war, strikes, work stoppages, fire or other catastrophic casualty or action of non-party government authorities.

IN WITNESS WHEREOF, the County and the Consultant have executed this Contract as of the above date.

Alfred Benesch & Company

BY:_____ **ATTEST: (if a corporation)**

Printed Name_____ _____

Title:_____ **Title:**_____

DATE:_____

Signature of Notary Public Required:

STATE OF _____)
) **ss.**
COUNTY OF _____)

The foregoing instrument was acknowledged before me this _____ day of _____, 20_____, by _____.

Witness my hand and official seal

_____
Notary Public

My commission expires: _____

BOARD OF COUNTY COMMISSIONERS OF THE COUNTY OF DOUGLAS

_____
, CHAIR Date

APPROVED AS TO CONTENT:

_____
DOUGLAS J. DEBORD Date
COUNTY MANAGER

ATTEST

_____
Deputy Clerk **Date**

DEPARTMENT OF PUBLIC WORKS ENGINEERING:

_____
JANET HERMAN, P. E. Date
Director of Public Works

APPROVED AS TO FISCAL CONTENT: **APPROVED AS TO LEGAL FORM:**

ANDREW COPLAND	**Date**
Director of Finance	

Chris Pratt	**Date**
Senior Assistant County Attorney	

EXHIBIT A

SCOPE OF WORK AND DELIVERABLES
CHAMBERS ROAD AND LINCOLN AVENUE INTERSECTION IMPROVEMENTS PROJECT
DOUGLAS COUNTY
PROJECT NUMBER CI 2024-024

INTRODUCTION

Alfred Benesch & Company (CONSULTANT) will provide engineering services included in this scope of work to Douglas County (COUNTY). The CONSULTANT team will complete the traffic analysis, roadway design, SUE, drainage design, and associated specifications and details for the Chambers Road and Lincoln Avenue Intersection Project.

Scope of Work Item	Benesch	105 West	UMS	Kumar	ATD
Project Management	X				
Public Outreach Support	X				
Analysis of Alternatives	X				
Traffic Counts					X
Roadway Design	X				
Subsurface Utility Engineering Plans			X		
Utility Coordination	X				
Topographic Survey		X			
Survey Control Diagram		X			
Test-Holing of Signal Pole Locations and other potential utility conflicts			X		
Geotechnical Investigation and Analysis (Pavement)				X	
Hydrology & Hydraulics (including WQ)	X				
SWMP	X				
Signing	X				
Striping	X				
Signals	X				
Traffic Control Plans	X				
Specifications	X				
Cost Estimates	X				

PERFORMANCE PERIOD

This scope of work will be completed by February 2026.

ASSUMPTIONS

- Project will start with SUE QL-D mapping and QL-B utility designation. As utility conflicts are identified, potholing will be performed to provide QL-A information at those locations.
- No property/ROW mapping. Project is entirely within COUNTY ROW.
- AutoCAD software will be used in the development of the design.

Douglas County will provide:

- Available existing AM and PM peak hour turning movement counts.

Tasks by the CONSULTANT Project Team include the following:

A. PROJECT MANAGEMENT

1) On-Site Project Meetings. The team will conduct an internal project kick-off meeting in accordance with our quality management requirements. Select team members will attend an on-site initial project meeting with the COUNTY.

2) Progress Meetings. COUNTY and the CONSULTANT Project Team will meet as required. A total of eight (8) progress meetings are included in this scope of work. These progress meetings will be used to coordinate and track the work effort and resolve problems. It is assumed these meetings will occur via video call.

3) Project Management. The CONSULTANT PM will coordinate the work tasks being accomplished by the entire CONSULTANT Project Team to ensure project work completion stages are on schedule. Project staffing and assigning of tasks, scheduling and invoicing are included within this task.

4) Project Gantt Chart. The CONSULTANT PM will provide a project schedule in a bar chart format at the pre-design meeting. This schedule will be updated monthly and discussed at all progress meetings.

5) Meeting Minutes. The CONSULTANT PM will provide written meeting minutes for all meetings involving project stakeholders.

B. DATA COLLECTION AND ANALYSIS

1) Survey/Topo Base Files. CONSULTANT will conduct a topographic survey of the intersection and deliver base plans for the design.

2) Utility Investigation. The CONSULTANT will perform request locates, perform QL-D utility mapping, and provide QL-B utility designation.

    a) As necessary to support roadway design, the CONSULTANT will perform potholes to gather QL-A information on potential utility conflicts. 40 potholes are assumed.

3) Geotechnical Investigation. The CONSULTANT will perform the following work to support pavement section design.

    a) Drill four (4) exploratory borings within the project limits. The borings will be made to obtain information on the subsurface profile, to obtain samples for laboratory testing, and to estimate the ground-water level and depth to bedrock, if encountered within the drilled depth.

b) Conduct a laboratory testing program on selected samples obtained from the borings to determine:

- Moisture content
- Density of undisturbed fine-grained samples
- Gradation characteristics of coarse-grained samples
- Consolidation and/or swell potential of fine-grained soil samples
- Atterberg limits
- Water Soluble Sulfates
- Hveem stabilometer (R-value)
- Moisture-density relationships (Proctor)

c) Analyze the data obtained from the field and laboratory portions of the study to provide engineering recommendations for:

- Earthwork including temporary slopes, suitability of on-site soils for use as engineered fill, subgrade preparation measures, and fil placement and compaction criteria
- Surface drainage
- Mitigation of sulfate attack, if any, on concrete
- Pavement thickness design in accordance with the County pavement design standards and procedures

d) Prepare a report to summarize the site exploration data, laboratory test results, observations, and provide our conclusions and recommendations. The field work and report preparation will be supervised by a registered professional engineer.

4) Design Criteria. Review and create design criteria based on COUNTY and relevant federal guidance documents.

5) Traffic Analysis. The CONSULTANT will obtain, review, and evaluate available existing AM and PM peak hour turning movement counts for the intersection.

a) The COUNTY will provide the existing turning movement counts and existing signal timing at the intersection.

b) The CONSULTANT will collect 13 hours (6AM – 7PM) turn movement counts at the intersection of Lincoln Avenue and Chambers Road.

c) The CONSULTANT will provide a summary of all collected and analyzed information as an existing conditions assessment.

d) The CONSULTANT will provide summary of left turn queues (on east and westbound Lincoln) and right turn queues (on northbound Chambers) and needed stacking area to accommodate demand. The CONSULTANT will review adding a left turn lane on east and westbound Lincoln and installing a new right turn lane on northbound Chambers.

6) Exhibits and COUNTY Review. CONSULTANT will prepare a roll plot exhibit of the proposed design and present it to the COUNTY for review and feedback.

C. PRELIMINARY DESIGN

1) Roadway Design.

    a) Review of selected alternative.

    b) Preliminary horizontal and vertical alignment design of roadway alignment intersection modifications.

2) Drainage Engineering. It is assumed a Drainage Report will be required.

    a) Data Review. Obtain and review existing drainage data from available sources. Review how proposed alternative may impact existing drainage patterns.

    b) Minor Structures. Determine locations, sizes, and alignment based on preliminary hydraulic design, as necessary. Prepare preliminary structure cross-sections and determine elevations, flow lines, slopes and lengths of the structures. Includes water quality features.

    c) Major Structures. Not included.

3) Prepare the preliminary cost estimate for the work described in the 50% plans based on estimated quantities.

4) Preparation for the 50% submittal:

    a) Coordinate, complete, and compile the plan set. The 50% plans shall include:
        - Title Sheet
        - Standard Plans List (Douglas County/CDOT)
        - Summary of Approximate Quantities
        - General Notes
        - Typical Sections
        - Survey Control Diagram and Tabulation
        - Geometric Control Layout
        - Removal Plans
        - Roadway Plan and Profiles
            - Median Lip Profiles
        - Stormwater Drainage Plans
        - Signage and Striping Plans
        - Construction Phasing Plans
        - Construction Traffic Control Plans

    b) Submit the 50% plans in electronic PDF format to the COUNTY for review.

5) 50% Review. Attend a review meeting with the COUNTY to review the submittal and the COUNTY's comments and receive approval to proceed with final design plans. Prepare meeting minutes and a comment matrix.

D. 90% DESIGN

1) Roadway Engineering. CONSULTANT will perform the following final design roadway engineering tasks associated with the design of the improvements:

    a) Final design of horizontal and vertical alignments.

    b) Final signing and striping layout.

2) Signing and Striping Plans. Prepare and provide permanent signing/pavement marking plans according to MUTCD and COUNTY criteria, including new signage.

3) Utilities. Compare the roadway design against known utility locations to avoid utility impacts. Where necessary, engage subconsultant for QL-A potholes. If conflicts are unavoidable, proceed with utility coordination for relocation design.

4) Hydrology/Hydraulic Engineering.

    a. Data Review. Review data and information developed under the Preliminary Hydraulic Investigation and update in accordance with decisions made.

    b. Minor Structures.

        i. Complete final design for minor drainage structures. Finalize horizontal and vertical locations and sizes for all drainage structures based on hydraulic design. Includes water quality features.

        ii. Finalize structure cross-sections and profiles to determine the elevations, flow lines, slopes, and lengths of structures.

        iii. Prepare final construction plans.

    c. Erosion Control Plan. Prepare a Storm Water Management Plan in accordance with the COUNTY's Drainage Criteria Manual and Municipal Separate Storm Sewer Systems (MS4), CDPHE's Construction Discharge Permit System requirements, CDOT's Erosion Control and Storm Water Quality Guide, local agency SWMP/GESC/EC requirements, CDOT's Standard Specifications, CDOT Standard Plans and other appropriate documents.

    d. Prepare a Final Drainage Report.

5) Plan Preparation for the 90%

    a) Coordinate the Packaging of the Plans. Collect plans from all design elements and collate the plan package. Calculate plan quantities and prepare the tabulations.

    The 90% plans prepared by CONSULTANT shall include the following sheets (as appropriate):

    - Title Sheet
    - Typical Sections
    - General Notes

- Survey Control Diagram and Tabulation
- Geometric Control Layout
- Removal Plans
- Roadway Plan and Profiles
  - Median Lip Plan and Profile
  - Existing and proposed pavement cross slopes
  - Survey control points and alignment horizontal control
  - Existing and proposed grades at utility structures (if needed)
- Stormwater Drainage Plans
- Subsurface Utility Engineering Plans
- Construction Phasing Plan
- Signage and Striping Plans, Tabulations, and Details
- Roadway Cross Sections (25 feet interval)

b) Specifications. In addition to the plan sheets, the Special Provisions shall be provided. This will consist of any unique Project Special Provisions which have to be written specifically for items, details and procedures not adequately covered by the COUNTY or CDOT's Standard Specifications and Standard Special Provisions. The Project Special Provisions shall be provided in the CDOT format and submitted with the project plans.

c) Prepare the 90% estimate.

d) QA/QC. Perform QA and QC for plans and specifications. This task includes interdisciplinary review and crosschecks.

e) Submit the 90% plans and specifications in electronic PDF format to the COUNTY.

6) 90% Review. CONSULTANT will attend the review meeting and prepare meeting minutes.

E. FINAL DESIGN

1) Final Plans.

a. The 90% plan sheets and the specifications shall be revised in accordance with the 90% meeting comments and submitted to the COUNTY within 3 weeks after the review meeting.

The Final plans prepared by CONSULTANT shall include the following sheets (as appropriate):

- Title Sheet
- Standard Plans List
- Typical Sections
- General Notes
- Summary of Approximate Quantities
- Tabulation of Quantities
- Survey Control Diagram and Tabulation
- Geometric Control Layout
- Removal Plans
- Roadway Plans and Profiles (including necessary details)
  - Median Lip Plan and Profile

- Stormwater Drainage Plans (including necessary details)
- Grading, Erosion, and Sediment Control Plans
- Subsurface Utility Engineering and Utility Plans
- Construction Phasing Plan
- Construction Traffic Control Plans
- Signage and Striping Plans, Tabulations, and Details
- Roadway Cross Sections (25 feet interval)

b. Final cost estimate and specifications.

c. Final Drainage Report.

2) Provide any requested miscellaneous bid documents such as bid schedules or invitations for bid, based on COUNTY templates.

3) Submit the final plans, specifications and estimate to the COUNTY for bid.

4) Advertisement Support. Provide the following when requested by the COUNTY:

a. Contractor Questions. Assist COUNTY with answering questions on the plans and specifications during the advertisement period.

b. Revisions Under Ad. Provide revisions to plans and specifications when clarifications or changes are required on the advertisement package.

F. EXCLUSIONS

The following are not included in this scope and their inclusion is subject to a change in scope, schedule and/or fee: full Value Engineering workshops, right-of-way plans, and permit applications. Services after design including shop drawing review, field observations/inspection, and as-built plans are not included and will be included in separate task orders.

LIST OF DELIVERABLES:

- Design Criteria
- Geotechnical Investigation Report
- Geotechnical Recommendations Report
- Preliminary and Final Drainage Report
- Roll Plot Exhibit (Concept Design)
- 50% Design Plans
- 90% Design Plans
- 100% Design Plans
- Cost Estimate
- Specifications
- Advertisement Package

EXHIBIT B

Lincoln and Chambers Intersection Improvements

Douglas County

7/3/2025

	Sabo	Forni	Greiman	Lehto	Abernathy	Moschovich	Romero	Dankenbring	Federbusch					
	Principal	Constructability	Senior PM	Deputy PM/Roadway Design	Hydraulics - PM I	PM I - Traffic Analysis	PM II	Designer II	Designer II	Total Hours	Benesch Labor Fee	Mileage	Sub Consultants	Sub-Task Fees
Hourly Rates:	$ 250	$ 216	$ 232	$ 149	$ 172	$ 172	$ 206	$ 125	$ 125					
Design														
Subs														
105 West - Survey													$ 78,985	$ 78,985
UMS - SUE (QL-D to QL-B)													$ 154,178	$ 154,178
UMS - SUE (QL-A)													$ 79,429	$ 79,429
Kumar - Geotechnical													$ 6,960	$ 6,960
All Traffic Data													$ 1,300	$ 1,300
A) Project Management														
Progress Meetings (8 meetings, video calls)			16	16	8	2	2	6		50	$8,978			$ 8,978
Project Management (8 months)			16							16	$3,712			$ 3,712
Preliminary Design Presentations	2		4	4	4	2	2			18	$3,468			$ 3,468
B) Data Collection and Analysis														
Site Visit			2	2	4			2		10	$1,700	$ 50		$ 1,750
Design Criteria			2	2	4		2			10	$1,862			$ 1,862
Existing Conditions Research						8				8	$1,376			$ 1,376
Synchro Model Development						8			16	24	$3,376			$ 3,376
Recommendations and Report						32			8	40	$6,504			$ 6,504
C) 50% Design Plans														
Horizontal/Vertical Roadway Design				80				160		240	$31,920			$ 31,920
Signing/Striping Design							8		32	40	$5,648			$ 5,648
Signal Plans							16		32	48	$7,296			$ 7,296
Drainage Design/Report					195					195	$33,540			$ 33,540
Cost Estimate								8		8	$1,000			$ 1,000
50% Plans & Submittal				16				40		56	$7,384			$ 7,384
50% Review Meeting			2	2	2		2			8	$1,518	$ 25		$ 1,543
D) 90% Design Plans														
Horizontal/Vertical Roadway Design				80				160		240	$31,920			$ 31,920
Details								40		40	$5,000			$ 5,000
Utilities								80		80	$10,000			$ 10,000
Signing/Striping Plans							8		24	32	$4,648			$ 4,648
Signal Plans							8		24	32	$4,648			$ 4,648
Construction Phasing and Traffic Control Plans							40		60	100	$15,740			$ 15,740
Erosion Control Plans					4			40		44	$5,688			$ 5,688
Drainage Design/Report					165					165	$28,380			$ 28,380
Cost Estimate			2					8		10	$1,464			$ 1,464
Specifications		4	8							12	$2,720			$ 2,720
Compile/Submit 90% Plans		8		16				40		64	$9,112			$ 9,112
90% Review Meeting			2	2	2		2			8	$1,518	$ 25		$ 1,543
E) 100% Design Plans / Advertisement														
Cost Estimate			2					8		10	$1,464			$ 1,464
Specifications		2	4							6	$1,360			$ 1,360
100% Plans				16	30			80		126	$17,544			$ 17,544

Misc. Bid Documents			2	4				4		10	$1,560			$ 1,560
Compile/Submit 100%				16				40		56	$7,384			$ 7,384
Advertisement Support		4	4	4	4					16	$3,076	$ 25		$ 3,101
SUBTOTAL	**2**	**18**	**66**	**260**	**422**	**52**	**90**	**716**	**196**	**1822**	**$ 272,508**	**$ 125**	**$ 320,852**	**$ 593,485**
F) Contingency														
Contigency (as approved by County)														$ 56,515
TOTAL	**2**	**18**	**66**	**260**	**422**	**52**	**90**	**716**	**196**	**1822**	**$ 272,508**	**$ 125**	**$ 320,852**	**$ 650,000**
Assumptions:														
Design will be completed using AutoCAD C3D														

Exhibit C

INSURANCE REQUIREMENTS

CONSULTANT or CONTRACTOR shall procure and maintain for the duration of the contract insurance against claims for injuries to persons or damages to property which may arise from or in connection with the performance of the work hereunder by the Consultant, Contractor, its agents, representatives, or employees.

MINIMUM SCOPE AND LIMIT OF INSURANCE

Coverage shall be at least as broad as:

1. **Commercial General Liability** (CGL): Covering CGL on an "occurrence" basis, including products and completed operations, property damage, bodily injury and personal & advertising injury (including coverage for contractual and employee acts) with limits no less than **$1,000,000** per occurrence. If a general aggregate limit applies, either the general aggregate limit shall apply separately to this project/location (ISO CG 25 03 or 25 04) or the general aggregate limit shall be twice the required occurrence limit. $2,000,000.
2. **Automobile Liability:** Insurance Services Office Form covering, Code 1 (any auto), or if CONSULTANT or CONTRACTOR has no owned autos, Code 8 (hired) and 9 (non-owned), with limit no less than **$1,000,000** per accident for bodily injury and property damage.
3. **Workers' Compensation** insurance as required by the State of Colorado, with Statutory Limits, and Employer's Liability Insurance with limit of no less than **$1,000,000** per accident for bodily injury or disease
4. **Professional Liability** (Errors and Omissions) Insurance appropriate to the CONSULTANT or CONTRACTOR's profession, with limit no less than **$1,000,000** per occurrence or claim, $2,000,000 aggregate.

The Insurance obligations under this agreement shall be the minimum Insurance coverage requirements and/or limits shown in this agreement; whichever is greater. Any insurance proceeds in excess of or broader than the minimum required coverage and/or minimum required limits, which are applicable to a given loss, shall be available to the COUNTY. No representation is made that the minimum Insurance requirements of this agreement are sufficient to cover the obligations of the CONSULTANT or CONTRACTOR under this agreement.

OTHER INSURANCE PROVISIONS:

The insurance policies are to contain, or be endorsed to contain, the following provisions:

Additional Insured Status. Douglas County, its officers, officials, employees, and volunteers are to be covered as additional insureds on the CGL policy with respect to liability arising out of work or operations performed by or on behalf of the CONSULTANT or CONTRACTOR including materials, parts, or equipment furnished in connection with such work or operations. General liability coverage can be provided in the form of an endorsement to the CONSULTANT or CONTRACTOR's insurance (at least as broad as ISO Form CG 20 10 11 85 or **both** CG 20 10, CG 20 26, CG 20 33, or CG 20 38; **and** CG 20 37 forms if later revisions used).

Primary Coverage. For any claims related to this contract, the **CONSULTANT or CONTRACTOR's insurance coverage shall be primary** insurance. Any insurance or self-insurance maintained by Douglas County, its officers, officials, employees, or volunteers shall be excess and non- contributory to the CONSULTANT or CONTRACTOR's insurance.

Notice of Cancellation. Each insurance policy required above shall state that **coverage shall not be canceled, except with notice to Douglas County**.

Waiver of Subrogation. CONSULTANT or CONTRACTOR hereby grants to Douglas County a waiver of any right to subrogation which any insurer of said CONSULTANT or CONTRACTOR may acquire against Douglas County by virtue of the payment of any loss under such insurance. CONSULTANT or CONTRACTOR agrees to obtain any endorsement that may be necessary to affect this waiver of subrogation, but this provision applies regardless of whether or not Douglas County has received a waiver of subrogation endorsement from the insurer.

Self-Insured Retentions, Deductibles and Coinsurance. The CONSULTANT or CONTRACTOR agrees to be fully and solely responsible for any costs or expenses as a result of a coverage deductible, coinsurance penalty, or self-insured retention. Douglas County may require the CONSULTANT or CONTRACTOR to provide proof of ability to pay losses and related investigations, claim administration, and defense expenses within the retention. The policy language shall provide, or be endorsed to provide, that the self-insured retention may be satisfied by either the named insured or Douglas County. The CONSULTANT or CONTRACTOR will indemnify Douglas County, in full, for any amounts related to the above.

Acceptability of Insurers. Insurance is to be placed with insurers with a current A.M. Best's rating of no less than A:VII, unless otherwise acceptable to Douglas County.

Claims Made Policies. If any of the required policies provide coverage on a claims-made basis:

1. The Retroactive Date must be shown and must be before the date of the contract or the beginning of contract work.
2. Insurance must be maintained, and evidence of insurance must be provided ***for at least three (3) years after completion of the contract of work.***
3. If coverage is canceled or non-renewed, and not ***replaced with another claims-made policy form with a Retroactive Dat***e prior to the contract effective date, the Consultant must purchase "extended reporting" coverage for a minimum of ***three (3)*** years after completion of contract work.

Verification of Coverage. CONSULTANT or CONTRACTOR shall furnish Douglas County with original certificates and amendatory endorsements or copies of the applicable policy language effecting coverage required by this clause. All certificates and endorsements are to be received and approved by Douglas County before work commences. However, failure to obtain the required documents prior to the work beginning shall not waive the CONSULTANT or CONTRACTOR's obligation to provide them. Douglas County reserves the right, but not the obligation, to review and revise any insurance requirement, not limited to limits, coverage, and endorsements. Additionally, Douglas County reserves the right, but

not the obligation, to review and reject any insurance policies failing to meet the criteria stated herein. Failure on the part of the CONSULTANT or CONTRACTOR to provide insurance policies within ten (10) working days of receipt of the written request will constitute a material breach of contract upon which Douglas County may immediately terminate this contract.

The completed certificates of insurance with additional insured endorsements and waivers of subrogation and any notices, within 20 days of cancellation or termination will be sent via mail or e-mail to:

Douglas County Government
Attn: Risk Management
100 Third Street
Castle Rock, Colorado 80104
risk@douglas.co.us

Subcontractors. Consultant shall require and verify that all subcontractors maintain insurance meeting all the requirements stated herein, and CONSULTANT or CONTRACTOR shall ensure Douglas County is an additional insured on insurance required from subcontractors. Any subcontractors will not be required to maintain professional liability insurance if their scope of work does not include any: (a) engineering or design; (b) construction inspection; or (c) survey work.

Failure to Procure or Maintain Insurance. The CONTRACTOR will not be relieved of any liability, claims, demands, or other obligations assumed by its failure to procure or maintain insurance, or its failure to procure or maintain insurance in sufficient amounts, durations, or types. Failure on the part of the CONTRACTOR to procure or maintain policies providing the required coverage, conditions and minimum limits will constitute a material breach of contract upon which Douglas County may immediately terminate this contract.

Governmental Immunity. The parties hereto understand and agree that Douglas County is relying on, and does not waive or intend to waive by any provision of this Agreement, the monetary limitations or any other rights, immunities, and protections provided by the Colorado Governmental Immunity Act, C.R.S. §§ 24-10-101 *et seq.* as from time to time amended, or otherwise available to Douglas County, its officers, or its employees

Special Risks or Circumstances
Douglas County reserves the right to modify these requirements, including limits, based on the nature of the risk, prior experience, insurer, coverage, or other special circumstances.

_____

Megan Datwyler, Risk Manager Date

May 16, 2025

REQUEST FOR PROPOSALS (RFP)

FOR CONSULTANT SERVICES TO ASSIST DOUGLAS COUNTY WITH THE CHAMBERS ROAD AND LINCOLN AVENUE INTERSECTION IMPROVEMENTS PROJECT
DOUGLAS COUNTY PROJECT NUMBER CI 2024-024

Douglas County Department of Public Works Engineering (the "County") is requesting proposals for a professional service contract for roadway improvements at the Chambers Road and Lincoln Avenue intersection.

The Respondents to this RFP should prepare their proposals in order to allow the County the option of amending the final design contract to include construction management services, including inspection and material testing, should the County elect to utilize the same consultant for both pre-construction and construction project phases.

This Request for Proposals (RFP) is not being advertised, but it is being distributed **via email**, to the consulting firms listed below, which were previously selected (short listed) for 2025-2026 by the County to provide consultant services under our "Major and Minor Roadway Projects" category. A total of five (5) firms were asked if they were interested in receiving an RFP for this project and all have requested this RFP be sent to them:

Basis Partners
Benesch
HDR Engineering
Muller Engineering
Stanley Consultant

If your firm elects to not submit a proposal (or is unable to submit a proposal), please notify **Brolin Bundy, Project Manager** via email at bbundy@douglas.co.us before **May 21, 2025** as the County may elect to solicit other firms to submit a proposal for this project.

Consulting firms responding (Respondents) are required to submit **one (1)** electronic PDF copy of their proposal to:

Brolin Bundy, P.E., Project Manager
Douglas County Government
Department of Public Works Engineering
100 Third Street, Suite 220
Castle Rock, CO 80104

Electronic submittals to bbundy@douglas.co.us

Proposals are due no later than 11:00 a.m. on June 6, 2025.

Proposal must be received no later than the time and date set forth in the **RFP**. Proposals received by Douglas County after the time and date specified shall be considered non-responsive and shall be returned to the Respondents and will not be evaluated.

Douglas County requires that you identify a **Project Manager** in your proposal who will serve as a primary contact person and the **Project Manager** will need to be available to answer questions via email or over the telephone regarding the Respondents proposal and attend an oral interview (if applicable) after evaluation of your written proposal.

Additionally, the proposed **Project Manager** shall be the primary point of contact throughout the project duration, which is anticipated to be 1 year (if the initial contract is amended by the County for additional design services). Additionally, the Respondents need to identify a person to serves as a **Deputy Project Manager** during the consultant selection process and for the anticipated project duration. The primary role for identifying a Deputy Project Manager is to serve as the consultant point of contact when consultant Project Manager is unavailable; and it is desirable that the Deputy Project Manager is familiar with the project and performs other project related tasks.

Project Reference Documents Available to Respondents

The following information is available to the Consultants from the County:

- Lincoln Roadway Plans from 2016
- Lincoln Design Criteria

The email from Douglas County, which contained this RFP, also included the above-mentioned files. If the files were not received, please contact **Brolin Bundy**.

Respondents Inquiries

Questions about this RFP shall be directed by email to:

Brolin Bundy, Project Manager via email at bbundy@douglas.co.us on or before **5 pm on May 28, 2025.** All questions will be kept confidential except for those that are specifically related to corrections and / or clarifications in the County's RFP.

From the issuance date of this RFP until a selection is made, **Brolin Bundy** is the sole point of contact for issues or clarifications concerning this RFP and all correspondence shall be done via email. Respondent questions should anticipate a response to their questions within five (5) business days, so Respondents are encouraged to submit their questions early.

Legal Notice to Respondents

Distribution of this request for proposal **via email** is considered legal notice to those firms short listed to receive an RFP for this project. Respondents are individually

responsible for ensuring that the contact information the County has available is current. The County has made a reasonable effort to ensure that the electronic contact information is correct based on all forms of contact that was provided to the County prior to the issuance of this RFP.

Notifications to Unsuccessful Respondents

Pre-Award and Post-Award Notices of Exclusion. Douglas County shall notify unsuccessful Respondents in writing **via email** of exclusion from award and will also notify Respondents that were not selected to participate in the oral presentation / interview phase of the selection process (when applicable).

Debrief. Consultants not selected can request for a debrief with the Douglas County Project Manager, which will occur about 9 to 12 weeks after the selection process is completed.

Schedule for those responding to this Request for Proposals

Anticipated **RFP Schedule** and Contract Award Schedule (subject to change)

a. **05/16/25** - RFP made available via email to the firms on the short list
b. **05/21/25** - Deadline for Respondents to notify Douglas County if not interested in or able to submit a proposal
c. **05/28/25** - Questions to Douglas County regarding the RFP are due
d. **06/06/25** - **Electronic Proposals are due at 11:00 am**
e. **06/19/25** - Selection committee completes review and ranking proposals
f. **06/20/25** - **Notification of selected consultant (if no interview required)**
6/23/25 – begin to finalize Scope and negotiate Final Fees
g. **06/20/25** - Notification to participate in an interview (if applicable)
h. **06/26/25** - **Presentation / Interview (if applicable)**
i. **06/27/25** - Notification of selected consultant (if interview is required) and on or around **06/30/25 –** County and Consultant selected will begin to finalize Scope and negotiate Final Fees

The County will try diligently to notify the contact person(s) identified in the proposal (preferably the Project Manager and / or Deputy Project Manager) of our intent to conduct an oral interview with Respondents selected.

Selection Process

1. Evaluation Criteria

   Proposals will be evaluated and scored according to the following criteria:

i.	Firm Capabilities and Qualifications for this project ^^	10 pts.
ii.	Project Team's past performance and relevant experience	20 pts.
iii.	Project Approach and Understanding of Critical Issues **	25 pts.
iv.	Draft Scope of Services ##	20 pts.
v.	Draft Project Schedule	10 pts.
vi.	Estimated Fee	15 pts.

** Respondents project approach and understanding of critical issues shall be reflected in both the written text (included as part of the page limitation) as well as in illustrations in **Appendix A.**

Respondents Draft Scope of Services, provided in **Appendix B-1** is a major part of the proposal evaluation criteria.

^^ The example plans provided by the Respondents in **Appendix D** will be taken into consideration in awarding points; this level of plans shall be expected on this Project should the Respondent be selected to be awarded a contract.

Additional RFP Information:

1. Submission Requirements

In addition to submittal requirements on page one, the Respondents proposal to the County requires the following:

a. Signatures – Proposals shall be signed by a duly authorized official.

b. Format – Proposals can utilize reference tabs as appropriate, and the electronic PDF format can utilize either landscape or portrait layout.

c. Respondents are **REQUIRED** to provide an electronic PDF copy to the County via email or on a single USB thumb drive.

One "page" is defined as one standard 8-1/2 x 11-inch sheet of paper. All charts, graphic displays, etc. must be of readable size. Foldouts on 11 x 17-inch sheets to illustrate particular items are permitted in the proposal in the **Appendices**.

If the Respondent uses an 11 x 17-inch sheet within the main body of the Proposal, then it will be considered to be two pages (the exception applies only for the example plans and illustrations of proposed concept plans that are contained in appendixes which are not part of the page limitation).

All proposals shall be submitted in either **Times New Roman** or **Arial**, using no less than eleven (11) point font and preferably twelve (12) point font in most cases.

Page Limitations - Proposals shall not exceed a total of **EIGHT (8)** single-sided pages. The total page limitation does **not** include: a one-page cover letter, the required section tabs, and all required appendix materials for this Proposal, (illustrations / graphics, draft scope of services, draft deliverables, draft schedules, example plans, and resumes of key personnel. There is no reason to submit letters of a commendation for this RFP).

Respondents shall submit a **Draft Scope of Services, which contains a list of Draft Deliverables, Draft Project Schedule and Estimated Fees** as part of their Proposal, which shall be included in **Appendix B (see below)**.

The Respondents shall submit one-to-three-page resumes of key members of the Consultant Project Team, which shall be included in **Appendix C.**

Additional Respondents Requirements

1. Proposals should contain and will be evaluated based on the following sections:

    a. Cover letter that serves as an executive summary of the Proposal, highlighting the value and commitment your project team will bring to this project (one page).
    b. Firm Capabilities and Qualifications (1 page maximum)
    c. Project Team's past performance / relevant project experience (2 pages maximum)
    d. Project approach & understanding of critical issues (suggest 3-5 pages)
    e. Illustrations of proposed improvement concepts and other graphics to depict project issues (no more than 4 pages on 11x17) (include in **Appendix A-1**)
    f. Consultant's detailed Draft Scope of Services (in **Appendix B-1**)
    g. Consultant's Draft List of Deliverables (in **Appendix B-2**)
    h. Consultant's Draft Project Schedule (11x17) (include in **Appendix B-3**)
    i. Consultant's Estimated Fees (include in **Appendix B-4**)
    j. Resumes of key members of the Project Team (include in **Appendix C**)
    k. Example Plans (no more than 8 pages on 11x17 where up to 4 of these sheets should be related to the SUE / utility plans including one (1) utility tabulation sheet, one (1) utility matrix sheet, and two (2) utility plan sheets) representing the quality of plans the Consultant will deliver to the County should they be selected (in **Appendix D**)

2. Consultant Team's Availability to Assist the County for this Project

   The consultant team should identify key staff that will be available to assist the County in preparing final design plans, specifications, and estimates (PS&E) construction documents for the project. This work is anticipated to occur over twelve (12) to eighteen (18) months from when notice to proceed (NTP) is issued to the selected consulting team.

3. Period of Performance

   Performance shall commence as of the date specified in the notice to proceed, which is typically within ten (10) days from the date of award of Contract and shall continue until the work is completed.

   The Consultant will be required to perform the work until it has been accepted by Douglas County with an anticipated Contract duration of twelve (12) to eighteen (18) months, with the possibility of amending the initial contract for additional services.

   Initial project milestones should be identified by the Respondent in their Draft Scope of Services and Project Schedule. Additional milestones may be added as work progresses under the proposed contract.

4. Award of Public Contract for Services (Contract)

   Award of a Contract from this RFP will be based on a competitive proposal procedure, taking into consideration the consultant capabilities and qualifications, and evaluation of the Respondents proposal against the RFP evaluation criteria; and based on the oral presentation and interviews by those Respondents selected to be interviewed (when applicable).

   If Douglas County determines that the interview process is needed, then the top two (2) highest combined ranked firms will be selected to make an oral presentation / participate in the interview portion of the selection process.

5. Consultant Payments

   Payments are anticipated to be made monthly based on a reimbursable cost-plus fixed fee – for a maximum contract amount (to be determined), where the County will allow up to 10 percent for profit. Note: The profit will be paid on each invoice corresponding to actual billed hours and the Consultant will not receive profit payments for remaining contract value if the project finishes under budget.

   Only the successful Respondent (firm) that receives the highest overall combined ranking will be asked to submit a formal reimbursable cost-plus fixed fee

proposal, which is required for the contract. The final scope and fee will be subsequently negotiated between this firm and Douglas County.

If the County and the highest ranked firm cannot reach an agreement on negotiating a reasonable fee, to both parties satisfaction, then the County may terminate negotiations with the highest ranked firm and begin negotiations with the second firm and so forth.

However, all Respondents to this RFP are required to submit a draft fee amount associated with their proposed Draft Scope of Services and identify / estimate their anticipated costs. Regarding the awarding points (with 15 points maximum allowed) for Respondents Estimated Fee, the County typically will throw out the lowest fee and highest fee submitted and use the average of the remaining fees submitted to establish which Respondents will receive most points allocated for the Estimated Fee. Respondents closest to this average typically will receive the most points and those with highest and lowest Estimated Fee typically will receive fewer points. In some instances, when a Respondent presents a good argument for submitting the lowest fee, the County will take this into consideration, and then the lowest score will not be thrown out from determining the average fee. Additionally, if, for example, all Respondent's Estimated Fee are very closely aligned then all Respondents will receive similar points associated with scoring the Estimated Fee section of the proposals.

Project Schedule

The following are critical milestones for this Project; and the Respondent should identify interim milestones as part of their proposal in order to demonstrate how they can meet the critical milestones identified by the County which are as follows:

- **50-60% preliminary plan submittal**
  - No later than the end of November 2025
- **90% PS&E submittal**
  - No later than the end of February 2026

Draft Scope of Services Requirements

The following information is being provided by the County to assist the Respondent in preparing their own Draft Scope of Services required for this RFP. Critical issues as identified in the Respondent's proposal should be reflected in the submitted Draft Scope of Services.

Background and Tasks Associated with The Draft Scope of Services for the Chambers Road and Lincoln Avenue Intersection Improvements Project

This document is intended to serve as a starting point for consultants to develop a Scope of Services to perform design engineering services for Douglas County's Chambers Road and Lincoln Avenue Intersection Improvements Project. The objective of the project is to add double left turn lanes for eastbound Lincoln Ave to northbound Chambers Rd and westbound Lincoln Ave to southbound Chambers Rd, as well as a dedicated northbound right turn lane on Chambers Rd to eastbound Lincoln Ave. Additionally, evaluation of a sidewalk connection from the Stonegate neighborhood in the northeast quadrant to the sidewalk adjacent to Chambers Rd to improve pedestrian connectivity. Other tasks include subsurface utility engineering, drainage analysis, and traffic design.

Task 1 – Project Administration/Management

The Consultant will be responsible for submitting invoices to the Douglas County Project Manager (PM) as well as providing other project administration services throughout the project. The Consultant will be responsible for the day-to-day management and coordination of the tasks in the detailed Scope of Services and associated fee submitted with the technical proposal.

As part of the technical proposal, the Consultant should discuss their quality assurance and quality control (QA/QC) procedures and offer some insight as to what they expect to be the critical QA/QC issues on this project.

Task 2 – Project Meetings

Throughout the project, several meetings will take place to coordinate work and design elements. These project meetings will include participants from the Consultant, Douglas County, and other project stakeholders as necessary. All project meetings shall be scheduled by the Consultant and the Consultant shall be responsible for determining appropriate attendance from their team to ensure cost effectiveness of meetings. Meeting agendas shall be prepared by the Consultant for all project meetings listed and shall be approved by the Douglas County PM prior to the meeting. The consultant shall be responsible for creating meeting minutes to detail the discussions, decisions, and resulting action items from each meeting. The Consultant shall distribute the meeting minutes to all attendees for concurrence prior to issuing the final meeting minutes. Unless stated otherwise, it is anticipated that the meetings will take place at the Consultant's office in the greater Denver area or through a virtual meeting software.

Notice to Proceed Meeting

Upon receiving notice to proceed from Douglas County, the Consultant shall schedule a brief meeting with Douglas County to confirm the scope of work, discuss project schedule, request additional data, and confirm design-related issues and requirements.

Monthly Project Meetings

The Consultant shall schedule project meetings approximately once a month with Douglas County to coordinate and discuss project status, project schedule, design decisions, and other coordination topics.

50-60% Design Review Meeting

The Consultant shall hold a 50-60% Design Review Meeting with Douglas County. The Consultant shall submit the documents to Douglas County 20 working days in advance of the meeting to allow for review. The primary objective of the meeting will be to confirm or discuss the primary design elements of the plans and discuss the 50-60% engineer's opinion of probably cost. See Task 12—Project Submittals section for more information on submittal requirements.

90% (PS&E) Design Review Meeting

The Consultant shall hold a 90% Design Review Meeting with Douglas County after preparing a complete set of plans, specifications, and estimates (PS&E). The Consultant shall submit the PS&E documents to Douglas County 20 working days in advance of the meeting to allow for review. The primary objective of the meeting will be to discuss any proposed changes or concerns with the PS&E documents prior to advertising the project for construction bids. See Task 12—Project Submittals section for more information on submittal requirements.

Task 3 – Topographical Survey

A topographical survey shall be done by a company that is prequalified with CDOT to do survey work. It is not required that the surveyor is on the Douglas County Shortlist. The limits of survey shall be approximately 2500-ft east and west of the intersection. The survey limits on the south leg should extend 100-ft south of where the northbound bike lane ends. The limits on the north leg should extend 100-ft north of Greenstone Lane for potential sidewalk connection to Stonegate neighborhood. A survey control diagram and tabulation shall be completed and included in the construction plans. Survey work may include the locations of test holes done as part of the Subsurface Utility Engineering investigation.

Task 4 – Right of Way

It is anticipated that all project related improvements will be located within existing Douglas County ROW.

Task 5 – Subsurface Utility Engineering and Utility Plans

The Consultant shall be responsible for producing subsurface utility engineering (SUE) plans in accordance with Colorado Senate Bill 18-167. All utilities present within the project limits shall be located to ASCE quality level B at a minimum. After initial data collection to obtain quality level B SUE data, the Consultant shall propose which, if any,

utilities should be investigated to ASCE quality level A via test holes. Douglas County estimates that a total of **40 test holes** will be performed throughout the project limits. If Douglas County desires additional test holes to be performed, the County will negotiate a fee with the Consultant, which may result in use of a project contingency line item or a formal contract amendment.

The Consultant is responsible for ensuring that SUE data will be collected, and plans will be assembled with ample time to make critical design decisions relating to utility conflicts. Douglas County anticipates the SUE utility plans will consist of a tabulation of utility sheets, utility matrix sheets, and utility plan sheets.

Utility plans shall be developed by the consultant and included in the final construction plans. Douglas County will perform the coordination with utility owners, but the Consultant should anticipate assisting Douglas County with coordination activities.

Task 6 – Geotechnical Engineering and Pavement Design

The Consultant team shall include a geotechnical engineer to provide recommendations for the roadway pavement section, soil stability and all necessary information required to design and construct the project. Pavement sections can be thinner than the "minimum" design sections listed in the Douglas County Roadway Design & Construction Manual provided sound engineering analysis has been used.

Task 7 – Roadway Design

The existing typical sections for Lincoln Avenue and Chambers Road both include two thru lanes in each direction consisting of an approximate 12-ft wide lane with paved shoulders of varying widths between 2-ft and 4-ft. There are also various auxiliary lanes on each leg of the intersection. The intersection operates as a signalized intersection.

The Consultant shall prepare final design plans that incorporate dual left turn lanes for both eastbound and westbound traffic on Lincoln Avenue as well as a northbound right turn lane on Chambers Road. A sidewalk connection from the Stonegate neighborhood to the sidewalk adjacent to Chambers Road shall also be included.

Before significant roadway design activity occurs, the Consultant shall create a project design criteria table and submit to the Douglas County PM for concurrence. The design criteria shall be based on the following references:

- Douglas County Roadway Design and Construction Standards (Most Recent)
- AASHTO Policy on Geometric Design of Highways and Streets (2018)
- AASHTO Roadside Design Guide (2011)

The Consultant shall prepare roadway design plans for both 50-60% and final PS&E submittals as described in Task 12 – Project Submittals.

The roadway design may be performed using either Autodesk's Civil 3D or Bentley's OpenRoads design software. The Consultant shall identify which software will be used to design the project in the technical proposal. The consultant shall provide Douglas County the electronic drawing and design files upon completion of the project.

Task 8 – Traffic Engineering

The Consultant shall review existing traffic data for the project area and confirm the length of auxiliary lanes at the intersection. Auxiliary lane lengths and tapers should be included in the project design criteria table.

The Consultant shall develop signage and pavement marking plans in accordance with Douglas County Standards and the Federal Highway Administration (FHWA) Manual on Uniform Traffic Control Devices (MUTCD).

The Consultant shall prepare construction phasing and traffic control device plans.

Task 9 – Hydrology and Hydraulics

The Chambers Road and Lincoln Avenue Intersection Improvements project shall be designed with an urban drainage system that interfaces with existing urban drainage infrastructure and shall be designed in accordance with the Douglas County Storm Drainage Design and Technical Criteria Manual. Additionally, the Consultant shall prepare a drainage report which shall be included in the Respondent's Estimated Fee.

Storm water quality shall be evaluated and mitigated during design as described in the Douglas County Grading, Erosion and Sediment Control (GESC) Manual and the Douglas County Storm Drainage Design and Technical Criteria Manual.

The Consultant shall identify which software products will be used to perform hydraulic design and analysis for the project in the technical proposal.

Task 10 – Environmental Clearance

There are no known environmental concerns related to this project, and there are no environmental permits anticipated other than the requirements associated with preparing the plans needed to obtain a Douglas County Grading, Erosion and Sediment Control (GESC) permit. It is not anticipated that this project will require categorical exclusion (CatEx) or any other NEPA documentation or clearance.

Task 11 – Structural Engineering

There are no major structures anticipated to be designed or modified as part of this project.

Task 12 – Project Submittals

The following sections describes at a minimum what Douglas County anticipates for formal submittals. Formal submittals shall be subject to review and comment periods by Douglas County staff prior to acceptance.

Reports, Memorandums, and Permits

- Project Design Criteria Table
- Drainage Report(s)

50-60% Preliminary Plan Submittal

- Plan Package
    - Title Sheet
    - Standard Plans List (Douglas County/CDOT)
    - Summary of Approximate Quantities
    - General Notes
    - Typical Sections
    - Survey Control Diagram and Tabulation
    - Geometric Control Layout
    - Removal Plans
    - Roadway Plan and Profiles
    - Stormwater Drainage Plans
    - Signage and Striping Plans
    - Construction Phasing Plans
    - Construction Traffic Control Plans

90% Plan Submittal

- Plan Package
    - Title Sheet
    - Typical Sections
    - General Notes
    - Survey Control Diagram and Tabulation
    - Geometric Control Layout
    - Removal Plans
    - Roadway Plan and Profiles
    - Stormwater Drainage Plans
    - Subsurface Utility Engineering Plans

  - Construction Phasing Plan
  - Signage and Striping Plans, Tabulations, and Details
  - Roadway Cross Sections (25 feet interval)
- Specification Package
- Engineer's Opinion of Probable Cost

90% (PS&E) Design Review Meeting

- The Consultant shall hold a 90% Design Review Meeting with Douglas County after preparing a complete set of plans, specifications, and estimates (PS&E). The Consultant shall submit the PS&E documents to Douglas County 20 working days in advance of the meeting to allow for review. The primary objective of the meeting will be to discuss any proposed changes or concerns with the PS&E documents prior to advertising the project for construction bids.

100% PS&E Submittal

- Plan Package
  - Title Sheet
  - Standard Plans List
  - Typical Sections
  - General Notes
  - Summary of Approximate Quantities
  - Tabulation of Quantities
  - Survey Control Diagram and Tabulation
  - Geometric Control Layout
  - Removal Plans
  - Roadway Plans and Profiles (including necessary details)
  - Stormwater Drainage Plans (including necessary details)
  - Grading, Erosion, and Sediment Control Plans
  - Subsurface Utility Engineering and Utility Plans
  - Construction Phasing Plan
  - Construction Traffic Control Plans
  - Signage and Striping Plans, Tabulations, and Details
  - Roadway Cross Sections (25 feet interval)
- Specification Package
- Engineer's Opinion of Probable Cost

END of RFP.

Consultant Selection Process for the Chambers Road and Lincoln Avenue Intersection Improvements Project

Douglas County Project Number CI 2024-024

Combined Overall Ranking

Completed Form by Brolin Bundy, June 23, 2025

	Subcommittee Proposal Evaluator's Combined Overall Ranking Form				
RFP Respondent (Consultant Team)	Evaluator # 1	Evaluator # 2	Evaluator # 3	Combined Overall Score	Combined Overall Ranking *
Benesch	1	1	1	3	1
HDR	2	2	2	6	2

*** Note: The Consultant Team with the lowest Combined Overall Score will receive the highest Combined Overall Ranking and be considered as the best Consultant Team.**

Consultant Selection Process for the Chambers Road-Lincoln Avenue Intersection Project

Douglas County Project Number CI 2024-024

Individual Subcommittee Member's (Evaluator) Scoring / Ranking Form

Base Evaluation FORM Prepared by Brolin Bundy, June 6, 2025

	Assigned Proposal Evaluator # (1 thru 4): 1 Individual Subcommittee Member's (Evaluator) Proposal Scoring / Ranking Form							
RFP Respondent (Consultant Team)	Firm Capabilities and Qualifications	Project Team & Past Performance On Similar Projects	Project Approach & Understanding of Critical Issues	Draft Project Schedule	Draft Scope of Services	Estimated Fee	Total Points	Evaluator's Overall Ranking
Maximum points possible	(10 Points)	(20 Points)	(25 Points)	(10 Points)	(20 Points)	(15 Points)	(100 Points)	*
Benesch	10	18	22	9	18	14	91	1
HDR	10	16	23	8	18	13	88	2

Please complete this form and return as a **PDF or hard copy** to Brolin Bundy via email at **bbundy@douglas.co.us** on or before **10:00 AM on June 19, 2025**

* After entering points for all Team's first then select the Overall Ranking for each Team as follows: assign a 1 to the Team with the most points (having the best Proposal), the second best proposal assign a 2, the third best proposal assign a 3 and so forth. The Evaluator can use each number only once (no ties are allowed).

Consultant Selection Process for the Chambers Road-Lincoln Avenue Intersection Project

Douglas County Project Number CI 2024-024

Individual Subcommittee Member's (Evaluator) Scoring / Ranking Form

Base Evaluation FORM Prepared by Brolin Bundy, June 6, 2025

	Assigned Proposal Evaluator # (1 thru 4): 2 Individual Subcommittee Member's (Evaluator) Proposal Scoring / Ranking Form							
RFP Respondent (Consultant Team)	Firm Capabilities and Qualifications	Project Team & Past Performance On Similar Projects	Project Approach & Understanding of Critical Issues	Draft Project Schedule	Draft Scope of Services	Estimated Fee	Total Points	Evaluator's Overall Ranking
Maximum points possible	(10 Points)	(20 Points)	(25 Points)	(10 Points)	(20 Points)	(15 Points)	(100 Points)	*
Benesch	8	18	25	7	17		75	1
HDR	8	17	23	6	18		72	2

Please complete this form and return as a **PDF or hard copy** to Brolin Bundy via email at **bbundy@douglas.co.us** on or before **10:00 AM on June 19, 2025**

* After entering points for all Team's first then select the Overall Ranking for each Team as follows: assign a 1 to the Team with the most points (having the best Proposal), the second best proposal assign a 2, the third best proposal assign a 3 and so forth. The Evaluator can use each number only once (no ties are allowed).

Consultant Selection Process for the Chambers Road-Lincoln Avenue Intersection Project

Douglas County Project Number CI 2024-024

Individual Subcommittee Member's (Evaluator) Scoring / Ranking Form

Base Evaluation FORM Prepared by Brolin Bundy, June 6, 2025

	Assigned Proposal Evaluator # (1 thru 4): 3 Individual Subcommittee Member's (Evaluator) Proposal Scoring / Ranking Form							
RFP Respondent (Consultant Team)	Firm Capabilities and Qualifications	Project Team & Past Performance On Similar Projects	Project Approach & Understanding of Critical Issues	Draft Project Schedule	Draft Scope of Services	Estimated Fee	Total Points	Evaluator's Overall Ranking
Maximum points possible	(10 Points)	(20 Points)	(25 Points)	(10 Points)	(20 Points)	(15 Points)	(100 Points)	*
Benesch	10	19	21	9	17	14	90	1
HDR	10	14	23	8	19	14	88	2

Please complete this form and return as a PDF or hard copy to Brolin Bundy via email at bbundy@douglas.co.us on or before 10:00 AM on June 19, 2025

* After entering points for all Team's first then select the Overall Ranking for each Team as follows: assign a 1 to the Team with the most points (having the best Proposal), the second best proposal assign a 2, the third best proposal assign a 3 and so forth. The Evaluator can use each number only once (no ties are allowed).

MEETING DATE: July 22, 2025

STAFF PERSON RESPONSIBLE: Brolin Bundy, P.E., Capital Improvements Project Manager

DESCRIPTION: Public Contract for Services with HDR Engineering, Inc. for the US 85 and Ron King Trail Access Project, for a Total Amount of $300,000.00, Douglas County Project Number CI 2025-020.

SUMMARY: The objective of the project is to improve the existing intersection of US 85 and Ron King Trail with an interim traffic signal solution. The interim solution will not preclude the ultimate addition of auxiliary acceleration and deceleration lanes in the northbound travel direction on US 85, including the possibility of having to provide future bridge structures for the northbound auxiliary lane over Oxide Draw and Highland Gulch.

Douglas County staff is recommending that we hire HDR as a preferred vendor in order to perform professional engineering services. Selecting HDR is based on their current and past work on the US 85 Corridor, both to the north and south of the Ron King Trail. Retaining HDR will be most expedient and cost-effective for the County. A few years ago, HDR was jointly selected by CDOT and Douglas County to provide consultant services to widen the segment of US 85 from Highlands Ranch Parkway to Dad Clark Gulch, and more recently, HDR was selected by CDOT to provide similar consultant services for the segment of US 85 between Louviers and Castle Rock.

The proposed contract with HDR is for an amount not to exceed $300,000.00 using funding set aside in Fund 200, Business Unit 800302.467400.

RECOMMENDED ACTION: Approval of a Public Contract for Services (PCS) with HDR Engineering, Inc. (HDR) for the US 85 and Ron King Trail Access Project, for a total amount of $300,000.00, Douglas County Project Number CI 2025-020.

REVIEW:

Kristina Mann	Approve	7/14/2025
Jeff Garcia	Approve	7/16/2025
Andrew Copland	Escalated	7/18/2025
Christie Guthrie	Approve	7/18/2025
Doug DeBord	Approve	7/18/2025

ATTACHMENTS:

Contract-HDR-US85-Ron-King-Access-Brolin B

PUBLIC CONTRACT FOR SERVICES

THIS PUBLIC CONTRACT FOR SERVICES (the "Contract") is made and entered into this _____ day of _____, 2025, by and between the **BOARD OF COUNTY COMMISSIONERS OF THE COUNTY OF DOUGLAS, STATE OF COLORADO** (the "County"), and **HDR Engineering, Inc.**, a Nebraska corporation authorized to do business in Colorado (the "Consultant").

RECITALS

WHEREAS, the County is undertaking certain activities for the **US 85 / Ron King Trail Access Project**, **Douglas County Project Number CI 2025-020**; and

WHEREAS, the County desires to engage the Consultant to render certain professional services and assistance in connection with such undertakings of the County; and

WHEREAS, the Consultant has the ability to assist the County through its professional expertise, knowledge, and experience and is ready, willing and able to provide such services, subject to the conditions hereinafter set forth.

NOW, THEREFORE, for and in consideration of the premises and other good and valuable consideration, the parties agree as follows:

1. LINE OF AUTHORITY: Brolin Bundy, P.E., Project Manager, (the "Authorized Representative"), is designated as Authorized Representative of the County for the purpose of administering, coordinating and approving the work performed by the Consultant under this Contract.

2. SCOPE OF SERVICES: All services described in Exhibit A, attached hereto and incorporated herein, shall be performed by Consultant.

The County may, from time to time, request changes to the scope of services to be performed hereunder. Such changes, including any increase or decrease in the amount of the Consultant's compensation, which are mutually agreed upon between the County and Consultant, shall be in writing and shall become part of this Contract upon execution.

The Consultant agrees to diligently and professionally perform all the services described herein in a manner satisfactory to the Authorized Representative. It is also understood and agreed that the Consultant shall not, in performing services hereunder, undertake any action or activity prohibited by the terms of any lease, permit, license or other agreement in effect during the term hereof between the Consultant and the County for the use and occupancy by the Consultant of any County facilities or space.

3. COMPENSATION: Subject to the maximum contract liability and all other provisions of this Contract, the County agrees to pay to the Consultant, and the Consultant agrees to accept payment as described in Exhibit B, attached hereto and incorporated herein, during the term hereof, in accordance with the terms set forth herein.

4. MAXIMUM CONTRACT EXPENDITURE: Any other provision of this Contract notwithstanding and pursuant to Section 29-1-110, C.R.S., the amount of funds appropriated for this Contract is **Three Hundred Thousand Dollars ($300,000.00)** for fiscal year 2025. In no event shall the County be liable for payment under this Contract for any amount in excess thereof. The County is not under obligation to make any future apportionment or allocation to this Contract nor is anything set forth herein a limitation of liability for Consultant. Any potential expenditure for this Contract outside the current fiscal year is subject to future annual appropriation of funds for any such proposed expenditure.

5. TERM: It is mutually agreed by the parties that the term of this Contract shall commence as of 12:01 a.m. on **July 23, 2025**, and terminate at 12:00 a.m. on **September 1, 2026**. This Contract and/or any extension of its original term shall be contingent upon annual funding being appropriated, budgeted and otherwise made available for such purposes and subject to the County's satisfaction with all products and services received during the preceding term.

6. INVOICING PROCEDURES: Payments shall be made to the Consultant based upon invoices submitted by the Consultant, provided such invoices have been approved by the Authorized Representative. Payments will be made to the Consultant within thirty (30) days, or within a mutually agreed upon period after County has received complete invoices from the Consultant. The County reserves the right to require such additional documentation, including monthly activity reports detailing the Consultant's activities and services rendered, as the County deems appropriate to support the payments to the Consultant. The signature of an officer of the Consultant shall appear on all invoices certifying that the invoice has been examined and found to be correct.

7. CONFLICT OF INTEREST: The Consultant agrees that no official, officer or employee of the County shall have any personal or beneficial interest whatsoever in the services or property described herein, and the Consultant further agrees not to hire, pay, or contract for services of any official, officer or employee of the County. A conflict of interest shall include transactions, activities or conduct that would affect the judgment, actions or work of the Consultant by placing the Consultant's own interests, or the interest of any party with whom the Consultant has a contractual arrangement, in conflict with those of County.

8a. INDEMNIFICATION-GENERAL: The County cannot and by this Contract does not agree to indemnify, hold harmless, exonerate or assume the defense of the Consultant or any other person or entity whatsoever, for any purpose whatsoever. Provided that the claims, demands, suits, actions or proceedings of any kind are not the result of professional negligence, the Consultant shall defend, indemnify and hold harmless the County, its commissioners, officials, officers, directors, agents and employees from any and all claims, demands, suits, actions or proceedings of any kind or nature whatsoever, including Workers' Compensation claims, in any way resulting from or arising from the services rendered under this Contract; provided, however, that the Consultant need not indemnify or save harmless the County, its officers, agents and employees from damages resulting from the sole negligence of the County's commissioners, officials, officers, directors, agents and employees. Further, this indemnification is intended to comply with and be subject to C.R.S. 13-50.5-102 (8), as amended from time to time.

8b. INDEMNIFICATION FOR PROFESSIONAL NEGLIGENCE: The Consultant shall indemnify and hold harmless the County and any of its commissioners, officials, officers, directors, agents and employees from and against damages, liability, losses, costs and expenses, including reasonable attorney's fees, but only to the extent caused by the negligent acts, errors or omissions of the Consultant, its employees, agents or subcontractors, or others for whom the Consultant is legally liable, in the performance of professional services under this Contract. The Consultant is not obligated under this sub-section 8b to indemnify the County for the negligent acts of the County or any of its commissioners, officials, officers, directors, agents and employees.

9. INDEPENDENT CONTRACTOR: The Consultant is an independent contractor and is free to perform services for other clients. Notwithstanding any provision of this Contract, all personnel assigned by the Consultant to perform work under this Contract shall be and remain at all times, employees of the Consultant for all purposes. THE INDEPENDENT CONTRACTOR IS NOT ENTITLED TO WORKERS' COMPENSATION OR UNEMPLOYMENT BENEFITS THROUGH THE COUNTY AND IS OBLIGATED TO PAY FEDERAL AND STATE INCOME TAX ON ANY MONIES EARNED PURSUANT TO THE CONTRACT RELATIONSHIP.

10. NO WAIVER OF GOVERNMENTAL IMMUNITY ACT: The parties hereto understand and agree that the County, its commissioners, officials, officers, directors, agents and employees, are relying on, and do not waive or intend to waive by any provisions of this Contract, the monetary limitations or any other rights, immunities and protections provided by the Colorado Governmental Immunity Act, §§ 24-10-101 to 120, C.R.S., or otherwise available to the County.

11. ASSIGNMENT: The Consultant covenants and agrees that it will not assign or transfer its rights hereunder, or subcontract any work hereunder, either in whole or in part without the prior written approval of the Authorized Representative. Any attempt by the Consultant to assign or transfer its rights hereunder shall, at the option of the Authorized Representative, void the assignment or automatically terminate this Contract and all rights of the Consultant hereunder.

12. COUNTY REVIEW OF RECORDS: The Consultant agrees that, upon request of the Authorized Representative, at any time during the term of this Contract, or three (3) years thereafter, it will make full disclosure to the County and make available for inspection and audit upon request by the Authorized Representative, the County Director of Finance, or any of their authorized representatives, all of its records associated with work performed under this Contract for the purpose of making an audit, examination or excerpts. The Consultant shall maintain such records until the expiration of three (3) years following the end of the term of this Contract.

13. OWNERSHIP OF DOCUMENTS: Drawings, specifications, guidelines and any other documents prepared by the Consultant in connection with this Contract shall be the property of the County.

14. ASSIGNMENT OF COPYRIGHTS: The Consultant assigns to the County the copyrights to all works prepared, developed, or created pursuant to this Contract, including the

right to: 1) reproduce the work; 2) prepare derivative works; 3) distribute copies to the public by sale, rental, lease, or lending; 4) perform the works publicly; and 5) to display the work publicly. The Consultant waives its rights to claim authorship of the works, to prevent its name from being used wrongly in connection with the works, and to prevent distortion of the works.

15. TERMINATION: The County shall have the right to terminate this Contract, with or without cause, by giving written notice to the Consultant of such termination and specifying the effective date thereof, which notice shall be given at least ten (10) days before the effective date of such termination. In such event, all finished or unfinished documents, data, studies and reports prepared by the Consultant pursuant to this Contract shall become the County's property. The Consultant shall be entitled to receive compensation in accordance with this Contract for any satisfactory work completed pursuant to the terms of this Contract prior to the date of notice of termination. Notwithstanding the above, the Consultant shall not be relieved of liability to the County for damages sustained by the County by virtue of any breach of the Contract by the Consultant.

16. NOTICES: Notices concerning termination of this Contract, notices of alleged or actual violations of the terms or provisions of this Contract, and all other notices shall be made as follows:

by the Consultant to:	Brolin Bundy, P.E., Capital Improvements Project Manager Douglas County Department of Public Works 100 Third Street, Suite 220 Castle Rock, CO 80104 (303) 660-7490 E-mail: bbundy@douglas.co.us
with a copy to:	Douglas County Attorney's Office 100 Third Street Castle Rock, CO 80104 (303) 660-7414 E-mail: attorney@douglas.co.us
and by the County to:	Mike Grant HDR Engineering, Inc. 1670 Broadway, Suite 3400 Denver, CO 80202 Phone: 303-764-1585 E-mail: Michael.grant@hdrinc.com

Said notices shall be delivered personally during normal business hours to the appropriate office above, or by prepaid first-class U.S. mail, via facsimile, or other method authorized in writing by the Authorized Representative. Mailed notices shall be deemed effective upon receipt or three (3) days after the date of mailing, whichever is earlier. The parties may from time to time designate substitute addresses or persons where and to whom such notices are to be mailed or delivered, but such substitutions shall not be effective until actual receipt of written notification.

17. NONDISCRIMINATION: In connection with the performance of work under this Contract, the Consultant agrees not to refuse to hire, discharge, promote or demote, or to discriminate in matters of compensation against any person otherwise qualified, solely because of race, color, religion, national origin, gender, age, military status, sexual orientation, marital status, or physical or mental disability.

18. GOVERNING LAW; VENUE: This Contract shall be deemed to have been made in and construed in accordance with the laws of the State of Colorado. Venue for any action hereunder shall be in the District Court, County of Douglas, State of Colorado. The Consultant expressly waives the right to bring any action in or to remove any action to any other jurisdiction, whether state or federal.

19. COMPLIANCE WITH ALL LAWS AND REGULATIONS: All of the work performed under this Contract by the Consultant shall comply with all applicable laws, rules, regulations and codes of the United States and the State of Colorado. The Consultant shall also comply with all applicable ordinances, regulations, and resolutions of the County and shall commit no trespass on any public or private property in the performance of any of the work embraced by this Contract.

20. SEVERABILITY: In the event any of the provisions of this Contract are held to be unenforceable or invalid by any court of competent jurisdiction, the validity of the remaining provisions shall not be affected. Should either party fail to enforce a specific term of this Contract it shall not be a waiver of a subsequent right of enforcement, nor shall it be deemed a modification or alteration of the terms and conditions contained herein.

21. NO THIRD-PARTY BENEFICIARIES: The enforcement of the terms and conditions of this Contract and all rights of action relating to such enforcement, shall be strictly reserved to the County and the Consultant, and nothing contained in this Contract shall give or allow any such claim or right of action by any other or third person under such Contract.

22. ADVERTISING AND PUBLIC DISCLOSURE: The Consultant shall not include any reference to this Contract or services performed pursuant to this Contract in any of Consultant's advertising or public relations materials without first obtaining the written approval of the Douglas County Public Affairs Director. Nothing herein, however, shall preclude the transmittal of any information to officials of the County, including without limitation, the County Manager, Assistant County Manager, and the Board of County Commissioners. Notwithstanding the foregoing, upon completion of the project, Consultant shall have the right to accurately represent their role, contractual relationship, and work performed under this Contract in client proposals for the purposes of establishing work experience.

23. PRIORITY OF PROVISIONS: In the event that any terms of this Contract and any Exhibit, attachment, or other referenced document are inconsistent, the following order of priority shall control:

1st This Contract, Sections 1 through 28
2nd Request for Proposal (if applicable)

3rd Exhibit C- Insurance Requirements
4th Exhibit A- Scope of Services
5th Exhibit B- Method of Payment
6th Response to Request for Proposal (if applicable).

24. HEADINGS; RECITALS: The headings contained in this Contract are for reference purposes only and shall not in any way affect the meaning or interpretation of this Contract. The Recitals to this Contract are incorporated herein.

25. ENTIRE AGREEMENT: The parties acknowledge and agree that the provisions contained herein constitute the entire agreement and that all representations made by any commissioner, official, officer, director, agent or employee of the respective parties unless included herein are null and void and of no effect. No alterations, amendments, changes or modifications to this Contract, except those which are expressly reserved herein to the Authorized Representative, shall be valid unless they are contained in writing and executed by all the parties with the same formality as this Contract.

26. INSURANCE: The Consultant shall be required to maintain the insurance requirements provided in Exhibit C, attached hereto and incorporated herein by reference. The Consultant shall provide evidence that such requirements have been met and shall provide updated information to the County in the event any changes are made to the Consultant's insurance coverage during the term of this Contract.

27. COUNTY EXECUTION OF AGREEMENT: This Contract is expressly subject to, and shall not be or become effective or binding on the County, until execution by all signatories of the County.

28. FORCE MAJEURE: No party shall be liable for failure to perform hereunder if such failure is the result of *force majeure*. Any time limit shall be extended for the period of any delay resulting from any *force majeure*, or this Contract may be terminated if such delay makes performance of the Contract impossible or impracticable. *Force majeure* shall mean causes beyond the reasonable control of a party against which it would have been unreasonable for the affected party to take precautions and which the affected party cannot avoid even by using its best efforts, such as, but not limited to, natural disasters of overwhelming proportions, exceptional adverse weather conditions, acts of God, acts of war, strikes, work stoppages, fire or other catastrophic casualty or action of non-party government authorities.

IN WITNESS WHEREOF, the County and the Consultant have executed this Contract as of the above date.

HDR Engineering, Inc.

BY:_____ **ATTEST: (if a corporation)**

Printed Name_____ _____

Title:_____ **Title:**_____

DATE:_____

Signature of Notary Public Required:

STATE OF _____)
) **ss.**
COUNTY OF _____)

The foregoing instrument was acknowledged before me this _____ **day of** _____**, 20**_____**, by** _____.

Witness my hand and official seal

_____
Notary Public

My commission expires: _____

BOARD OF COUNTY COMMISSIONERS OF THE COUNTY OF DOUGLAS

_____
, CHAIR **Date**

APPROVED AS TO CONTENT:

_____
DOUGLAS J. DEBORD **Date**
COUNTY MANAGER

ATTEST

_____
Deputy Clerk **Date**

DEPARTMENT OF PUBLIC WORKS ENGINEERING:

_____
JANET HERMAN, P. E. **Date**
Director of Public Works

APPROVED AS TO FISCAL CONTENT: **APPROVED AS TO LEGAL FORM:**

ANDREW COPLAND **Date**	**Chris Pratt** **Date**
Director of Finance	**Senior Assistant County Attorney**

EXHIBIT A

US 85 / RON KING TRAIL ACCESS PROJECT
SCOPE OF WORK
DOUGLAS COUNTY PROJECT NUMBER: CI 2025 - 020

PLANNED IMPROVEMENTS

Douglas County has identified the need to improve the existing intersection of Ron King Trail and Northbound US 85, located approximately 0.9 miles north of the Louviers intersection with US 85.

The project consists of the design of an interim traffic signal solution which does not preclude the ultimate addition of auxiliary acceleration and deceleration lanes in the NB travel direction on US 85 including future bridge structure widening over Oxide Draw and Highland Gulch.

WORK DURATION

The time period for the work described in this scope is 12 months from Notice to Proceed.

Anticipated Schedule
Notice to Proceed: TBD
30% (FIR) Plan Submittal TBD
Final PS&E Submittal TBD

PROJECT DELIVERY METHOD

It is understood that Douglas County (County) may elect to procure construction services via traditional deign-bid-build or Construction Manager (CMGC). The efforts to negotiate final construction costs with the contractor through the CM efforts will be between the County and the Contractor. HDR will provide engineering support in the form of design, plan production, review meetings, and an Engineer's Estimate of the expected construction costs that will be based on data found in the CDOT Cost Data books.

COUNTY CONTACT

The Contract Administrator for this project is:
Name: Brolin Bundy, P.E.
Title: Capital Improvements Project Manager, Douglas County

SURVEY -Subconsultant Service: Woolpert

Surveys will be conducted in accordance with the CDOT Survey Manual, the latest addendum thereof, and applicable state statutes. The survey project limits are defined as follows:

- Beginning at Chatridge Ct. on the north, approximately 1800-ft south of Ron King Trail Intersection will be mapped (to 1' contour accuracy). The width of survey will generally be from the western edge of the US 85 center median to 50-ft east of the existing deer fence. Survey limits will be extended to full width of roadway, including RR and extended 500-ft along each drainage channel as depicted below. The limits of survey along Ron King Trail will be 750' east of US 85. Generally, between MP 194.5 – 195.2 along US 85
- Topographic survey to cover the ultimate planned projects limits will be obtained under this task order as directed by Douglas County.

Pre-survey Conference

- A pre-survey conference shall be held with the County and the Consultant prior to any right of way or survey work.

Survey Data Research

- Research shall be done as per current CDOT manuals.

Project Control Survey:

- Locate or Establish HARN Stations (NH 0852-086 Phase V – CDOT ROW Plans prepared by URS)
  Project control shall be tied to the nearest Colorado High Accuracy Reference Network Station (HARN). In the event there are no HARN stations within 3 miles of the project (Order B, 1:1,000,000 accuracy), or HARN Densification (Order B-2, 1:500,000 accuracy), additional HARN Densification stations shall be set. NGS Blue Book procedures shall be followed for HARN Densification stations. This will include proper spacing using proper monumentation, equipment, observation procedures, coordination through the Colorado State Geodetic Advisor and submission to NGS for inclusion in the National Database.
- Locate and/or establish Local Project Control (Provide two (2) points within project limits)
  Survey the required project control (centerline/baselines and elevation reference) as required. Prepare a control survey diagram showing graphical representation of monuments used for control. Tabulate coordinates and physical descriptions of found monuments and other physical evidence.

Permission to Enter (PTE), CDOT & RR ROW Permit Coordination

In order to facilitate the non-destructive SUE Investigation and topographic Survey performed under this Task Order the Survey Consultant will coordinate with adjacent landowners to execute up to eight (8) Permission to Enter Forms (PTE's) as required. Consultant activities associated with the coordination of this task include:

- PTE Coordination. The Survey Consultant will coordinate with the client, the SUE team, and the rest of the internal and external project team throughout the PTE coordination process.
- PTE Research and Tracking. The survey subconsultant will conduct landowner research and develop a spreadsheet to track PTE progress throughout the coordination process from ownership identification, through notification / request, to PTE execution.
- PTE Packets. Once properties have been identified that require access by project team members, either to facilitate Topographic Survey or Utility Investigation included in this Task Order, the Survey Consultant will prepare and send Request for PTE packets to applicable landowners identified during the research task.
- PTE Negotiation – The Survey Consultant will negotiate with those applicable landowners to obtain executed PTE's for up to eight (8) properties requiring access by project team members.
- The Survey Consultant will obtain required CDOT ROW permits, railroad ROW Permits, and schedule required flaggers as needed to perform topographic survey and utility investigation.

Land Survey/Boundary Survey

- Tie aliquot, property, and other land monuments to the control survey. Prepare a Land Survey Control Diagram showing graphical representation of all found aliquot, property and land monuments and their relationship to the project control. Tabulate the coordinates and physical description of found monuments and other physical evidence.
- Research and develop cad base file of existing Right-of-Way/Property Lines and easement lines within the project limits

TMOSS (Topographic) Survey

- Collect the data required to produce a planimetric map and submit in TMOSS format. Features located will include, but not be limited to signs, mailboxes, fences, driveways, curb cuts, curbs, sidewalks, and edges of pavements. Horizontal accuracy shall be as specified for a CDOT class C or D TMOSS survey.
- Final locations of Geotechnical Field Investigation borings will be surveyed upon completion of borings by geotechnical subconsultant as defined in scope for "Geotechnical Field Investigation" scope of work described below. (Up to 10 borings)

Terrain (Relief or Elevation) Survey

- Collect elevation data and submit in TMOSS format. Natural ground elevations shall be as specified.
- Elevation data will be tied into elevation control as defined in NH 0852-086 Phase V – CDOT ROW Plans prepared by URS.

Utility Survey

- Locate utility poles, manholes, valves, pedestals, guy wires, and other visible utility features. Survey underground utilities as marked by the utility companies.

Hydraulic Survey

- Locate culverts, storm sewer pipes, inlets, vaults, manholes and determine invert elevations and pipe material and sizes. Locate inlets and manholes and determine invert elevation and sizes of pipes. Accomplish drainage situation surveys for designated culverts and bridges. Bridge survey includes locating the top of deck, top and bottom of bridge rail, low chord elevations, pier location, pier size, pier shape, and abutment locations.
- Bridges will be surveyed to show low girder and support structures and detailed TMOSS underneath to facilitate bridge opening calculations.

Survey Report

- Prepare a Survey Report as required in the CDOT Survey Manual.

Accuracy Tests

- Tests are to be performed on a regular basis throughout the project by the consultant.

Review by Professional Land Surveyor

- The accuracy tests are to be reviewed by the PLS in responsible charge for the project and submitted to the project engineer and made part of the project records. Further review of aspects of the field and office work shall also be the responsibility of the PLS in responsible charge.

Right-of-Way Plans and Supplemental Surveying

- Right-of-Way Plans not included in this contract.

Survey Quality Assurance/Quality Control (QA/QC)

- Prepare and submit a QA/QC plan as part of the planning documents noted above and commit to adhering to the QA/QC process throughout the project.
- Submitted data will be QC'd by a professional Land Surveyor

Deliverables

- Planimetric map as described above in TMOSS format
- Land Survey Control Diagram
- Cad base file of existing Right-of-Way/Property Lines and easement lines within the project limits
- Elevation data in TMOSS format
- Survey Report
- Permission to Enter Forms (PTE's) as required

1.0 PROJECT MANAGEMENT AND MEETINGS

Coordination Meetings

- County Coordination Team Meetings – County Coordination Team Meetings will be held every 4 weeks (up to 6 meetings – assuming 3 in-person and 3 virtual) and will include the County and Consultant Project Managers, and up to two (2) key consultant team members to review the status of, and manage, the overall project progress, schedule, and work plan.
- Internal Consultant Team Meetings – The Consultant Core Team (PM, Deputy PM's, and other key staff) will meet every other week to plan, organize, and schedule work; and to review progress and resolve outstanding issues.

Develop a Project Schedule and Assign Tasks

- The Consultant is responsible for coordinating the required work schedule for tasks accomplished by the County and other agencies. Prepare the final design project schedule for review by the County/PM and consultant team and refine to provide detail as requested. Modifications will be made as necessary.

Quality Assurance/Quality Control (QA/QC)

- Prepare and submit a QA/QC plan as part of the planning documents noted above and commit to adhering to the QA/QC process throughout the project.

Meeting Minutes

- Project meeting minutes shall be completed by the Consultant and provided to the County PM within one week of the actual meeting. When a definable task is discussed during a meeting, the minutes will identify the "Action Item," the party responsible for accomplishing it, and the proposed completion date.

Deliverables

- Meeting minutes
- Schedule
- QA/QC Plan

2.0 ROADWAY DESIGN

Design of future roadway improvements, accel/decel lanes in the NB direction at the Ron King Trail Intersection will be developed to the conceptual level to assist in the placement of traffic signal equipment. Plans for intersection improvements will be prepared for a 30% Field Inspection Review (FIR) submittal and Final Plans, Specifications, and Estimate (PS&E). This assumes that there will only be an FIR and Final PS&E submittal with no other interim submittals.

Roadway Design and Roadside Development

For the purposes of this scope of work, prepare and deliver roadway design plans incorporating input from applicable agencies and outside entities including:

Conceptual level design (15% design effort) to include the following:

- Review as-built drawings. The following data, as applicable, shall be collected: (Typical roadway section, roadway plan and profile sheets showing alignment data, topography, utilities, Right of Way restrictions, preliminary hydraulics and geology information, environmental constraints, lighting requirements, guardrail types, and wildlife fencing.)
- NB US 85 Deceleration and Acceleration Auxiliary Lanes at Ron King Trail Intersection utilizing a widened existing structure
- Roadway/Intersection Improvements with Traffic Signal without widening existing US 85. Traffic Signal configuration not to preclude widening for future auxiliary lane.
- Prepare 15% conceptual opinion of probable cost

Preliminary design (30% plans - FIR submittal) to include the following:

- Horizontal vertical data for intersection improvements.
- Develop roadway typical sections, details, roadway plan and intersection plan as needed for construction.

- Develop 30% (FIR) Plan package for submittal to county for review
- Attend FIR Meeting with County staff.
- Prepare a 30% preliminary opinion of probable cost

Final PS&E Roadway Design:

- Address and incorporate comments from the 30% (FIR) submittal.
- Perform Final Roadway/Intersection improvement design. Document the design with design notes, detail notes, and computer outputs.
- Prepare Final Roadway/Intersection Plan, Roadway Details, Quantity Tabulations, and Summary of Approximate Quantities.
- Prepare Project Special Provisions as needed to supplement the CDOT standard specifications.
- Prepare a final opinion of probable cost

Deliverables

- Roadway/Intersection Plan Roll Plot (15%)
- Roadway/Intersection Plans (30%, PS&E)
- Roadway Typical Sections and Details (PS&E)
- Quantity Tabulations (PS&E)
- Prepare Project Special Provisions as needed to supplement the CDOT standard specifications. (PS&E)
- Prepare Opinion of Probable Costs (15%, 30%, PS&E)

Roadway Design Assumptions

- Roadway elements shall be designed in accordance with
  - Douglas County Roadway Design and Construction Standards (Where applicable)
  - 2023 CDOT Roadway Design Guide
  - AASHTO Roadside Design Guide
  - CDOT M&S Standards
- Specifications will follow CDOT Standard Specifications for Road and Bridge Construction, 2023. Special provisions will be developed for items not covered by the Standard Specifications.
- For each Douglas County review, we are assuming one (1) round of consolidated comments
- Opinions of probable cost are to be used to assist the County in planning for construction funding.

3.0 ENVIRONMENTAL CLEARANCE

Data Collection, Field Investigation, and Mitigation Measures

It is assumed that environmental clearance will be obtained using CDOT's Environmental Clearance Information Summary form. An optional task for Air Quality is included in this scope in case, upon submittal of the permit package, CDOT determines the environmental clearance necessitates a Form 128.

Environmental Coordination

Plan and conduct monthly internal coordination meetings with resource specialists during project development process.

Coordinate with the Design Team during project development to understand nature of the design and the implications for impact analysis.

Geospatial Data
Assemble, store, manipulate and display data for resources as needed.

Air Quality (Optional, not included in fee)
The project is located in Douglas County, Colorado, which is currently designated as nonattainment for Ozone. Although maintenance status has lapsed for both Carbon Monoxide (CO) and Particulate Matter (PM10), transportation conformity must still be demonstrated for Ozone. For the air quality section of the Categoric Exclusion document, HDR will review and utilize information from the CDOT Air-Quality Project Level Analysis Guidance, updated CDOT NEPA manual (June 2023) and National Environmental Policy Act Guidance on Consideration of Greenhouse Gas Emissions and Climate Change (January 2023) and Colorado Revised Statute 43-1-128 to determine the necessary air quality assessment, modeling, or air quality monitoring as required and provide the results for integration into the NEPA document and Air Quality Technical Report (with modeling data assumptions). The analysis will include the qualitative discussion of: the criteria pollutants (Carbon Monoxide (CO), Lead, Nitrogen Dioxide (NO2), Ozone (O3), Particulate Matter less than 2.5 microns in diameter (PM2.5), Particulate Matter less than 10 microns in diameter (PM10), and Sulfur Dioxide (SO2)), mobile source air toxics (MSATs), greenhouse gases (GHG), construction issues such as fugitive dust emissions, and mitigation measures to demonstrate air quality conformity. The build alternative will be analyzed for impacts through the appropriate design year. Mitigation commitments will be developed, as necessary. The Consultant must get approval from the CDOT Region air specialist for methodologies used to evaluate hazardous air pollutants. Utilize the current standard, accepted FHWA language for MSATs.

Deliverables

- Air Quality Technical Report Optional, not included in fee.

Wetlands
Delineation of Aquatic Resources
Consultant will support Douglas County compliance with the Clean Water Act (CWA) and Colorado House Bill 24-1379 regarding placement of fill within waters of the U.S. and state waters, respectively. Consultant will conduct a desktop delineation of potential waters of the U.S. and state waters, collectively referred to as aquatic resources, within the project area. The project area will consist of areas of potential ground disturbance. If any wetlands or Waters of the U.S. are identified through the desktop delineation, a field delineation of aquatic resources will be required (separate scope and fee). The project area will be determined by utilizing an approximate 100-foot buffer of components of the proposed project. Consultant will collect and review available information, including National Wetlands Inventory (NWI), National

Hydrology Dataset (NHD) data, historical aerial imagery, and Natural Resources Conservation Service (NRCS) soils data to identify site conditions with potential for aquatic resources.

Subtasks will include:

- Review waters of the U.S. mapping from National Wetland Inventory.
- Desktop delineation of the project area; and Summary Memo of Findings

Assumptions

- If needed, a field delineation and an Aquatic Resources Delineation Report would be included in a separate scope.
- If needed, a CWA Section 404 permit and/or HB 24-1379 authorization is not included in this scope.

Deliverables

- One (1) Summary Memo delivered electronically.

Threatened and Endangered (T&E) Species

HDR biologists will review the U.S. Fish and Wildlife Service (USFWS) Information for Planning and Consultation (IPaC) list to identify federally listed threatened and endangered species that may occur in the project area. Following the desktop review, HDR will provide a general habitat assessment to evaluate the potential for listed species or their habitats to occur within the project limits.

No species-specific protocol surveys are proposed as part of this scope. Based on the results of the desktop review and field assessment, HDR will prepare a memorandum documenting a "no effect" determination for federally listed species under the Endangered Species Act (ESA).

Deliverables

- Threatened and Endangered Species Technical Memo

Cultural Resources

- Request a file search of the permit area through the Colorado Office of Archaeology and Historic Preservation (OAHP), to ascertain if historic or archeological resources have previously been identified.
- Class I tech memo including the file search results, desktop research, and recommendations for further work as needed.
- If CDOT recommends inventory of the permit area, inventory would be conducted under a separate scope and fee.

Deliverables

- Class I Technical Memo

Paleontology
Please see attached scope from Lithos Consultants

Hazardous Materials
Perform and document the Initial Site Assessment Form 881 activities:

- Obtain research data necessary for performing the ISA;
- Conduct regulatory research that includes the collection, mapping and evaluation of data.
- Analyze results of regulatory research and records review and identify potential impacts construction activities may have on existing hazardous waste sites. Assess potential liability issues and hazards to the public, construction workers, and the environment then develop potential mitigation options.
- Identify how the presence of hazardous materials and waste locations may impact the project. Document in CDOT Form 881.

HDR will order an EDR database query report and conduct the Initial Site Assessment with a site visit using ATSM Standards.

Deliverables

- Form 881 Initial Site Assessment

Environmental Deliverables
The following documents will be considered as official deliverables. Deliverables to Douglas County will be submitted by the dates agreed to within the project contract and related agreements.

- Wetlands and Waters of the U.S Summary Memo
- Threatened and Endangered Species Technical Memo
- Class I Historic Resources Technical Memo
- Class I Archaeological Resources Technical Memo
- Paleontological Clearance
- Form 881 Initial Site Assessment

Obtain Permits
This activity is concurrent with final design and must be performed prior to the advertisement for construction. Coordinate between the agencies, the Region Environmental Manager and CDOT and prepare and submit application and design information for the following permits:

- CDPS Storm Water Permit for Construction Activities – assumes Douglas County will obtain permit. Grading, Erosion, and Sediment Control plans will be prepared by HDR under the Hydraulics task below for this permit.

4.0 HYDROLOGY/HYDRAULIC ENGINEERING

Final PS&E Drainage Design

- Storm Water Management and Grading, Erosion, and Sediment Control (GESC) Plans
  - Follow Douglas County criteria for Stormwater Management.

Deliverables

- Grading and Sediment Control (GESC) Plans (PS&E)
- GESC Quantity Tabulations (PS&E)
- Prepare Project Special Provisions as needed to supplement the CDOT standard specifications. (PS&E)

Assumptions

- Utilize the Douglas County Storm Drainage Design and Technical Criteria Manual

5.0 TRAFFIC ENGINEERING

For the purposes of this scope of work, prepare and deliver traffic signing, striping, traffic signal, and construction traffic control plans incorporating input from applicable agencies and outside entities including:

Conceptual level design (15% design effort) to include the following:

- The Consultant shall review previous traffic studies and available existing traffic data for the project area.
- Prepare a Traffic Memo documenting the existing traffic conditions and justification for the interim signal

Preliminary design (30% plans - FIR submittal) to include the following:

- The Consultant shall prepare 30% (FIR) Traffic Signal Design as an early action improvement project in advance of the auxiliary lane improvements.
- The Consultant shall develop 30% (FIR) signage and pavement marking plans in accordance with CDOT and Douglas County Standards and the Federal Highway Administration (FHWA) Manual on Uniform Traffic Control Devices (MUTCD).
- The Consultant shall prepare 30% (FIR) construction phasing and traffic control device plans.
- Attend FIR Meeting with County staff and County's Contractor

Final PS&E Traffic Design:

- Address and incorporate comments from the 30% (FIR) submittal.
- Perform Final Traffic Signal Design Plan, Details, and Quantity Tabulations.
- Perform final signing and striping layout/design. Document the design with design notes, detail notes, and computer outputs.
- Prepare Final Signing and Striping Plans, Details, and Quantity Tabulations.
- Prepare Final Construction Traffic Control Plans and Quantity Tabulations
- Prepare Project Special Provisions as needed to supplement the CDOT standard specifications.

Traffic Design Assumptions

- Traffic elements shall be designed in accordance with

    - Federal Highway Administration (FHWA) Manual on Uniform Traffic Control Devices (MUTCD)
    - Douglas County Roadway Design and Construction Standards (Where applicable)
    - 2023 CDOT Roadway Design Guide
    - CDOT M&S Standards
- Specifications will follow CDOT Standard Specifications for Road and Bridge Construction, 2023. Special provisions will be developed for items not covered by the Standard Specifications.
- For each Douglas County review, we are assuming one (1) round of consolidated comments.

Deliverables

- Traffic Signal Layout Roll Plot (15%)
- Traffic Signal Plans (30%, PS&E)
- Traffic Signal Warrant Study Memo
- Intersection Traffic Signing and Striping Plans (30%, PS&E)
- Quantity Tabulations (PS&E)
- Prepare Project Special Provisions as needed to supplement the CDOT standard specifications. (PS&E)

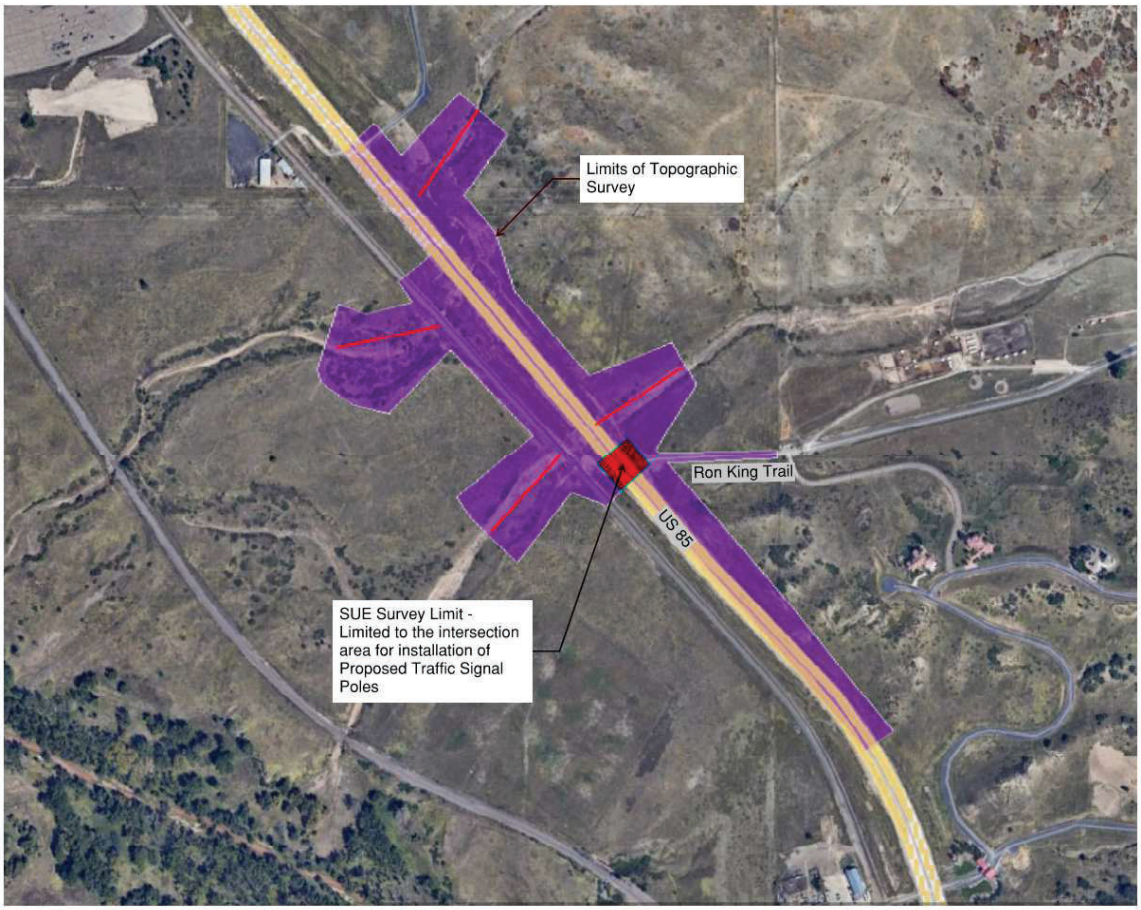
Exclusions

- Updated Traffic Counts for US 85 and Ron King Trail **(Estimated Subconsultant Fee for Traffic Counts to complete Traffic Signal Warrant Study has been included in fee)**
- Traffic Review/Study for US 85/ Ron King Trail Intersection

6.0 SUE & UTILITY COORDINATION

The Consultant will conduct a Quality Level B (QLB) Subsurface Utility Engineering (SUE) investigation in compliance with Colorado State Statutes revised by Senate Bill 18-167 and in accordance with current ASCE 38 guidelines within the intersection limits to clear utilities for the installation of Traffic Signal Drilled Shafts. Activities associated with this Task include:

SUE Investigation Area:



6.1 SUE Project Coordination.

- Interdisciplinary Coordination. The SUE team will coordinate and attend meetings with the client and the rest of the project team throughout the field utility investigation process.
- SUE Field Kickoff Meeting. A SUE kickoff meeting will be held with the project team to understand the concerns and expectations for the project. This may be conducted jointly with the overall Task Order kickoff meeting.
- ROW Access Permits. HDR will coordinate with survey subconsultant, will obtain permits required to access CDOT, RR, and County ROW as required for the SUE investigation.

- Traffic Control Coordination. Not required in this Task Order. SUE data will be collected from outside the shoulder edge.
- Private Right of Entry (ROE) / Permission to Enter (PTE) Coordination. Included in Topographic Survey Task. HDR will coordinate with survey subconsultant to obtain required ROE and/or PTE

6.2 SUE Research:

- 811 Ticket. HDR will submit a current 811 Engineering Ticket for the project area with the goal of identifying utility owners in and around the project area and obtaining cursory mapping provided by the process.
- Initial Utility Notification. HDR will contact utility providers identified by the 811 process to confirm engineering contacts. Proprietary mapping and as-builts specific to the project area will be requested and documented to be used as evidence during the SUE Investigation.
- GIS Field Map. HDR will use utility info that has been obtained to develop a QLD GIS field map to be used by field staff as evidence and aid efficiency during the SUE Investigation.

6.3 QLB SUE Locating / Surveying:

- Calibrate Equipment. During field activities, survey equipment will be calibrated against known benchmarks and survey control set by CDOT or its topographic survey subconsultant.
- Locate Utilities. Field staff will use a suite of geophysical methods to locate utilities indicated during the previous research process. The utility locates will meet Quality Level B (QLB), as required by Senate Bill 18-167 and defined by CI/ASCE 38, unless not attainable. Utilities not able to be located at QLB will be noted with an explanation on the SUE Investigation Plan deliverable. Equipment will mainly consist of RD8100 radiofrequency detection and Schonstedt metal detection with ground penetrating radar (GPR) and electromagnetic detection equipment available for use. It is estimated that the utility locating will take up to five (5) days to perform by a two-person team.
    - Note - Sanitary sewers and storm drains will be depicted at Quality Level C (QLC) based on inverts and measure-downs obtained by a Subconsultant. Sewers will generally not be traced as this level of investigation would not be anticipated to result in additional useful information.
    - Note - Undocumented and out-of-service utilities that may be indicated by above ground appurtenances will be investigated, but HDR cannot be held responsible for finding all undocumented or out-of-service utilities.
    - Note - The degree of success of a GPR investigation is based entirely on the composition of the soils and the depth and scale of subsurface targets. Electrically non-conductive soils, such as quartz sands, typically allow for the study of phenomena to depths greater than 15 feet. Electrically conductive soils, such as clay, moist silt or saline soils, typically preclude the investigation of targets deeper than 3-6 feet. A determination of a maximum attainable depth of investigation requires on-site resistive site calibration of the GPR equipment. Subsequently, due to the unknown receptiveness of specific site soils to the

passage of radar energy, conclusive results cannot be guaranteed from ground penetrating radar.

- Survey Utilities. The field designations placed during utility locating will be surveyed and documented by HDR staff. The utility survey will satisfy the horizontal designation precision defined by the project. Utility surveying equipment is expected to consist of Trimble Catalyst rovers with a VRS corrected accuracy of 10 centimeters. It is estimated that the supplemental utility survey will take up to five (5) days to perform by a two-person team.
- Survey Documentation. The surveyed utility information, notes, and collected photos will be compiled, organized, and recorded into the project GIS file.
- Engineering Field Quality Control. A licensed Professional Engineer familiar with the SUE process will be on the project site to oversight, provide direction, and perform quality checks during field activities. It should be noted that the engineer may not always be on-site, and that field staff is trained and trusted to perform work in the manner required. Once the field investigation is finished, the engineer will conduct a QA/QC process using the owner-provided mapping and the located utilities to generate comprehensive available utility information for the client.

6.4 SUE Plan Production

- Existing Utility 2D CAD File. HDR will utilize the results of the QLB field survey to create a 2D CAD file in MicroStation ORD 10.12 format.
- SUE Investigation Plan. A Plan sheet for the intersection will be created which reference existing survey as well as the existing utility CAD file. These sheets will reflect the results of the field activities. HDR will have the quality level of each line represented with QLB, QLC, or QLD to reflect the results of the field activities and to facilitate coordination of the project during construction of approximately four (4) sheets consisting of two (2) general, one (1) SUE plan, and one (1) test hole summary sheets.
- Engineering Office Quality Control. The Professional Engineer who was present during field activities will perform a quality review of the Existing Utility Plan sheets by comparing them to QLD utility research and to utility survey documentation. A comment / response process will be initiated and completed to resolve discrepancies.

6.5 QLA Test hole Coordination

- The Consultant will contract with a qualified Subconsultant to clear proposed traffic signal drilled shaft locations for utilities, up to four (4) test holes as well as to obtain inverts and measure-downs on irrigation, storm and sanitary structures within the project limits. A specific scope of work for the Subconsultant's vacuum excavation activities is attached to this scope of work. Consultant activities associated with the coordination of this task include:
- Test hole Contractor Coordination. The Consultant will coordinate with the test hole Subconsultant to develop a work schedule and to communicate test hole needs as determined through coordination with Douglas County.
- Test hole Location Identification. HDR will coordinate with Douglas County to review the proposed design against the results of the QLB SUE Investigation with the goal of offering best practice recommendations and identifying up to four (4) test hole locations.

- Test hole Pre-Staking. HDR will pre-stake test holes using the same equipment and precision as the original SUE Investigation for use by the test hole Subconsultant, to aid in coordination with Colorado 811, and to confirm locations are feasible in the field. It is estimated that up to one (1) day of test hole pre-staking by a two-person team will be required to account for one mobilization.
- Test hole Oversight. HDR will be on-site to oversight test hole Subconsultant operations, perform quality control checks, and will be available to troubleshoot utility discrepancies that may occur. It is estimated that up to one (1) day of test hole oversight will be required.
- Test hole Data Compilation. HDR will compile the records provided by the test hole Subconsultant and incorporated into the SUE Investigation Plan deliverable as well as the 2D Existing Utility CAD files.

Permission to Enter (PTE) Coordination

The HDR SUE Team will coordinate with survey subconsultant as described under the Survey section above to obtain required ROE, PTE, and ROW Permits to facilitate the non-destructive SUE Investigation performed under this Task Order.

UTILITY COORDINATION

This task includes work required to perform utility coordination through the Preliminary and Final Engineering Submittals.

6.6 Utility Coordination Meetings

- General Coordination Meetings – HDR anticipates the need to facilitate two (2) virtual one-hour utility coordination meeting with up to four (4) utility providers. It is anticipated that these meetings will be attended by one HDR utility staff member.
- Field meetings – HDR anticipates the need to facilitate and attend one (1) one-hour utility coordination meeting with four (4) utility providers. It is anticipated that these meetings will be attended by one HDR utility staff member.

6.7 Utility Conflict Process

- Utility Conflict Identification – HDR staff will evaluate the collected SUE investigation information against the project conceptual design with the goal of identifying potential utility conflicts.
- Interdisciplinary Design Conflict Mitigation – The HDR utility team will work with the other design disciplines to identify feasible design strategies to mitigate potential utility conflicts prior to the Preliminary Engineering Submittal.

6.8 Utility Plan Production

- Utility Plans – Plan sheets will be created which show the proposed improvements against collected existing utility data. Utility conflicts will be identified, and relocation routes will be shown.
- Utility Specification - A utility specification will be developed and structured with the utilities of concern, the contractor requirements, and the anticipated utility responsibilities

6.9 Utility Notification

- Utility Impact Notification – Once the project design has progressed to a preliminary level and HDR has performed preliminary utility conflict identification, HDR will alert utilities of the upcoming project improvements and potential impacts to their facilities. The goal of this notification will be to continue to make utilities aware of the project and to begin discussion regarding potential impacts and feasible relocation or adjustment strategies.
- 30% Utility Meeting – HDR will facilitate a 30% utility meeting held with the goal of reviewing the Preliminary Engineering Submittal with local utility providers, reviewing potential impacts, and fostering communication across companies. HDR anticipates the need to facilitate and attend one (1) one-hour utility coordination meeting with four (4) utility providers. It is anticipated that these meetings will be attended by one HDR utility staff member.
- Final PS&E Utility Meeting – HDR will facilitate a utility meeting with the utility providers to review the Final Construction Documents and Utility Specification to confirm that the parties' concerns have been addressed for the adjusting, relocation, and/or protecting in place of the existing utilities within the project limits. This meeting will include representatives from the County and the County's Contractor with the goal of facilitating the hand off of the utility process into the Construction Phase of the Project. HDR anticipates the need to facilitate and attend one (1) one-hour utility coordination meeting with four (4) utility providers. It is anticipated that these meetings will be attended by one HDR utility staff member.

Deliverables

- 2D Existing Utility CAD File (30%, PS&E)
- SUE Investigation Plan (30%, PS&E)
- Utility Modification Plan (PS&E)
- Prepare Project Special Provisions as needed to supplement the CDOT standard specifications. (PS&E)
- Utility Quantity Tabulations and Costing (30%, PS&E)

Task Order Assumptions

The Consultant assumes the following:

- The topographic surveyor will provide project control and topographic survey in a timely manner to allow QLB field utility investigation to proceed.
- The topographic surveyor will obtain ROE, PTE, and ROW Permits as needed to perform the work.
- Anticipated relocations are limited to telephone and fiber optic utility providers. Detailed wet utility, gas design, and/or telecom system design & splicing are not included in this scope of work but can be added via contract amendment if needed.

<u>GEOTECHNICAL</u> – Not included in this Task Order

7.0 STRUCTURAL DESIGN - Not included in this Task Order

8.0 CONSTRUCTION PHASING

8.1 Construction Phasing Plan

A final construction phasing plan will be developed which integrates the construction of the project work elements into a practical and feasible sequence. This plan shall accommodate the existing traffic movements during construction, and a final traffic control plan will be developed which shall be compatible with the phasing plan.

Deliverables

- Construction Phasing Plan (30%, PS&E)
- Quantity Tabulations (PS&E)
- Prepare Project Special Provisions as needed to supplement the CDOT standard specifications. (PS&E)
- Prepare Opinion of Probable Costs (PS&E)

Lighting and Electrical Design – Not included in this Task Order

Right-of-Way Plans and Activities – Not included in this Task Order

30% Review (FIR)

- Prepare and submit plans, preliminary specifications, and estimate for the 30% Review
- Attend and participate in 30% Review meeting.
- The 30% Review meeting minutes shall be prepared and distributed within two weeks of the meeting.
- Design decisions concerning questions raised by the 30% Review will be resolved in cooperation with the Douglas County PM. HDR will document the decision and transmit the documentation to the Douglas County PM for approval.
- A list of deviations from standard design criteria along with the written justification for each one shall be submitted to Douglas County PM.
- The 30% Review comments, design decisions, and design deviations as noted above will be incorporated into the Final PS&E package.

CONSTRUCTION PLAN PACKAGE – FINAL PS&E

The bid plan construction contract package shall consist of the revised FIR plans and will completely describe the work required to build the project including project special provisions and detailed quantities.

- Final engineering package. The consultant shall submit, in pdf format, the following:
  - Project calculations or worksheets

- Final reports and their approvals:
  Traffic, hydraulics, water quality, pavement design and geology foundation report, etc. reports will have the latest revisions included.
- Copies of variances, design decisions, and variance approvals
- Project meeting minutes
- Utility clearance package
  Utility agreements and information regarding the utility location and clearance conditions
- Other information unique to this project and deemed important to the effectiveness of construction.

Record plan sets

- Three (3) record plan sets for final design of intersection improvements/traffic signal will be produced which shall bear the seal and signature of the responsible Consultant Engineer on each sheet. One (1) set shall be retained by the Consultant for three (3) years. Two sets shall be submitted to Douglas County. The original plan drawings shall not bear a seal.

POST DESIGN SUPPORT

Post Design Services are not included in this Task but may be added under separate contract or amendment to this contract.

FEE ESTIMATE

HDR Labor

	Project Role	PM	QA/QC Roadway	Roadway	EIT Roadway/SUE	Traffic	Traffic	SUE EIT/GIS	SUE Sr. Geophysicist	Hydraulics Lead	Hydraulics Design	Senior Historian	Historian	Biologist	Environmental Task Lead	HazMat QC	HazMat Specialist	Aquatic Resources QC	Biologist	Biologist	Archeologist	Archeologist	Historian	Technical Editor	GIS (Environmental)	Controller	Administrative	CO QRC	CO QRC	Subtotal Hours by Task	Subtotal Fee by Task
	Staff Name	Grant, M	Vestad, J	Freers, J	Cardoso-Najera, E	Seyer, J	Baker, G	Binder, A	Adams, G	Slaten, E	Barraza, M	Blackwell, W	Ferguson, J	Brownlee, S	Wallach, W	Garufi, K	Malone, K	Hammons, J	Whalen, J	Bailey, E	Damrongsang, T	Mueller, A	Gilmore, K	Jones, L	Donaldson, R	Tripp, G	Cresswell, J	Gray, M	Berry, A		
	Billing Category	Project Manager I	Project Engineer III	Project Engineer III	EIT I	Sr. Project Professional II	Project Professional III	CAD/GIS Technician I	Sr. Project Professional II	Sr. Project Professional III	Designer II	Sr. Project Professional III	Environmental Specialist III	Sr. Project Professional II	Sr. Project Manager II	Sr. Project Manager III	Environmental Specialist I	Environmental Specialist III	Environmental Specialist I	Environmental Specialist II	Intern	Environmental Specialist II	Environmental Specialist III	Technical Writer	CAD/GIS Technician III	Project Controller I	Administrative II	Administrative II	Project Controller III		
2025 Direct Rates		79.05	67.6	64.05	37.26	73.05	66.24	30.69	68.98	93.41	47.5	87.2	54.92	82.11	91.23	99.8	39.3	66.61	38.07	44.35	27.69	46.87	62.25	56.18	45.21	33.44	45.29	32.27	48.78		
	Billing Rate	$236.00	$212.00	$212.00	$120.00	$239.00	$197.00	$100.00	$239.00	$276.00	$153.00	$276.00	$180.00	$239.00	$283.00	$301.00	$114.00	$180.00	$114.00	$145.00	$82.00	$145.00	$180.00	$175.00	$151.00	$114.00	$102.00	$102.00	$144.00		
1	**Project Management**	**52**	**12**	**0**	**0**	**8**	**12**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**36**	**10**	**4**	**4**	**138.00**	**$25,200.00**
1.1	Task Order Management (~2 HR / Month)	8																												8.00	$1,888.00
1.2	Project Controls (~3 HR / Month)	12																								36				48.00	$6,936.00
1.3	Project Initiation and Closeout	2																									2			4.00	$676.00
1.4	Contracting and Sub Agreements	2																									4			6.00	$880.00
1.5	County Coordination Team Meetings (~ 1 HR / MONTH)	6					6																							12.00	$2,598.00
1.6	Internal Consultant Team Meetings (~ 2 HR / MONTH)	6					6																							12.00	$2,598.00
1.7	Schedule	4																												4.00	$944.00
1.8	Quality Assurance - Administrative	4																									4	4	4	16.00	$2,336.00
1.9	QA/QC SUE & Utility Plans	2	4																											6.00	$1,320.00
2	QA/QC Roadway Plans	2	8																											10.00	$2,168.00
2.1	QA/QC Traffic Plans	2				8																								10.00	$2,384.00
~~2.2~~	~~QA/QC Hydraulics~~	2																												2.00	$472.00
2	**Roadway Design**	**58**	**0**	**80**	**64**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**202.00**	**$38,328.00**
2.1	**Conceptual Level Design (15%)**																														
2.11	Review As-Built Drawings	2		4																										6.00	$1,320.00
2.12	Develop Accel/Decel Intersection Layout	0		6																										6.00	$1,272.00
2.13	~~Review and analyze SB left turn lane~~																													0.00	$0.00
2.14	Roll Plot submittal			4	8																									12.00	$1,808.00
2.15	Prepare 15% Level Opinion of Probable Cost	4		4																										8.00	$1,792.00
2.16	~~Over the shoulder Review with Contractor and County~~																													0.00	$0.00
2.17	15% Level Design Review with County	4																												4.00	$944.00
2.2	**Preliminary Design (30%)**																														
2.21	Horiz and vert alignments for selected option			2																										2.00	$424.00
2.22	Prepare 30% (FIR) Plan Package & Estimate	8		24	24																									56.00	$9,856.00
2.23	Prepare 30% Specifications	8																												8.00	$1,888.00
2.24	Prepare 30% Preliminary Opinion of Probable Cost	4		4																										8.00	$1,792.00
2.25	~~Over the shoulder Review with Contractor and County~~																													0.00	$0.00
2.26	FIR Meeting	4																												4.00	$944.00
2.3	**Final PS&E**																														
2.31	Address and incorporate 30% (FIR) Comments	2		8	8																									18.00	$3,128.00
2.32	Prepare PS&E Roadway Package & Estimate	4		20	24																									48.00	$8,064.00
2.33	Prepare Final Opinion of Probable Cost	2		4																										6.00	$1,320.00
2.34	Prepare PS&E Roadway Specifications	16																												16.00	$3,776.00
3	**Environmental Clearance**	**2**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**2**	**12**	**4**	**20**	**2**	**26**	**4**	**8**	**8**	**24**	**8**	**2**	**10**	**14**	**0**	**0**	**0**	**0**	**146.00**	**$23,510.00**
3.1	Field Delineation of Aquatic Resources														2			2	8	0					2					14.00	$2,140.00
~~3.2~~	~~State of Colorado Dredge and Fill Permit~~																	0		0					0					0.00	$0.00
3.3	Threatened and Endangered Species Survey and Documentation													2	2					8										12.00	$2,204.00
3.4	Cultural Resources											2	12		2						24	8	2	4	6					60.00	$8,372.00
3.7	Hazardous Materials														2	2	24								2					30.00	$4,206.00
3.8	Environmental Coordination	2												2	8		2	2												16.00	$3,802.00
3.9	Documentation														4									6	4					14.00	$2,786.00
4	**Hydrology/Hydraulic Engineering - Erosion Control**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**8**	**36**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**44.00**	**$7,164.00**
4.1	**Preliminary SWMP Design (30%)**																														
	Prepare 30% (FIR) SWMP Plan Package & Estimate									4	16																			20.00	$3,552.00
4.2	**Final PS&E**																														
	Address 30% Comments									2	4																			6.00	$1,164.00
	Prepare PS&E SWMP Plan Package & Estimate										16																			16.00	$2,448.00
	Prepare PS&E SWMP Specifications									2																				2.00	$552.00
5	**Traffic Engineering**	**8**	**0**	**0**	**68**	**4**	**97**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**177.00**	**$30,113.00**
5.1	**Conceptual Level Design (15%)**																														
5.11	Traffic Signal Warrant Analysis					4	16																							20.00	$4,108.00
5.12	Review Existing Traffic Data						4																							4.00	$788.00
5.13	Traffic coordination on Roadway Options (assumes 3)						8																							8.00	$1,576.00
5.14	Review and analyze SB left turn lane						2																							2.00	$394.00
5.15	Prepare 15% Traffic Signal Plan						12																							12.00	$2,364.00
5.16	Over the shoulder Review with Contractor and County						4																							4.00	$788.00
5.17	15% Level Design Review with County						2																							2.00	$394.00
5.2	**Preliminary Design (30%)**																														
5.21	Prepare 30% (FIR) Traffic Signal Plan				12		8																							20.00	$3,016.00
5.22	Prepare 30% (FIR) Signing and Striping Plan Package				24		8																							32.00	$4,456.00
5.23	Prepare 30% Specifications	4					8																							12.00	$2,520.00
5.24	Over the shoulder Review with Contractor and County						4																							4.00	$788.00
5.25	FIR Meeting with County						1																							1.00	$197.00
5.3	**Final PS&E**																														
5.31	Address and incorporate 30% (FIR) Comments				4		4																							8.00	$1,268.00
5.32	Prepare PS&E Traffic Package & Estimate				28		8																							36.00	$4,936.00
5.33	Prepare PS&E Traffic Specifications	4					8																							12.00	$2,520.00
6	**SUE & Utility Coordination**	**68**	**6**	**0**	**86**	**0**	**0**	**23**	**23**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**206.00**	**$35,437.00**
6.1	**SUE Project Coordination**																														
6.11	Interdisciplinary Coordination	2																												2.00	$472.00
6.12	SUE Field Kick-off Meeting	2						1	1																					4.00	$811.00
6.13	General Access Coordination	2																												2.00	$472.00
6.2	**SUE Research**																														
6.21	811 Ticket and Documentation	2	1		4																									7.00	$1,164.00
6.22	Initial Utility Notification	2	1																											3.00	$684.00
6.23	GIS Field Map				8																									8.00	$960.00
6.3	**SUE Locating / Surveying**																														
6.31	Field Prep / Calibrate Equipment	2			4			2	2																					10.00	$1,630.00
6.32	Locate Utilities				2			8	8																					18.00	$2,952.00
6.33	Survey Utilities				2			8	8																					18.00	$2,952.00
6.34	Survey Documentation				4																									4.00	$480.00
6.35	Engineering Field Quality Control	2	2																											4.00	$896.00
6.4	**SUE Testholes**																														
6.41	Testhole Contractor Coordination	2			2																									4.00	$712.00
6.42	Testhole Location Identification	2			2																									4.00	$712.00
6.43	Testhole Pre-Staking				2				4																					6.00	$1,196.00
6.44	Testhole Oversite				2			4																						6.00	$640.00
6.45	Testhole Data Compilation				2																									2.00	$240.00
6.5	**SUE/Utility Plan Production**																														
6.51	Existing Utility CAD File	2			16																									18.00	$2,392.00
6.52	SU Investigation Plans (4 Sheets = 2 GEN, 1 SUE PL., 1 TH SUM)	6			16																									22.00	$3,336.00
6.53	Engineering Office Quality Control	4	2																											6.00	$1,368.00
6.54	Address Comments	4			8																									12.00	$1,904.00
6.6	**Utility Coordination Meetings**																														
6.61	General Coordination Meetings	6																												6.00	$1,416.00
6.62	Field Meetings	4																												4.00	$944.00

Exhibit B - US 85 / Ron King Trail Access Project

FEE ESTIMATE

HDR Labor																														
	Project Role	PM	QA/QC Roadway	Roadway	EIT Roadway/SUE	Traffic	Traffic	SUE EIT/GIS	SUE Sr. Geophysicist	Hydraulics Lead	Hydraulics Design	Senior Historian	Historian	Biologist	Environmental Task Lead	HazMat QC	HazMat Specialist	Aquatic Resources QC	Biologist	Biologist	Archeologist	Archeologist	Historian	Technical Editor	GIS (Environmental)	Controller	Administrative	CO QRC	CO QRC		
	Staff Name	Grant, M	Vestad, J	Freers, J	Cardoso-Najera, E	Seyer, J	Baker, G	Binder, A	Adams, G	Slaten, E	Barraza, M	Blackwell, W	Ferguson, J	Brownlee, S	Wallach, W	Garufi, K	Malone, K	Hammons, J	Whalen, J	Bailey, E	Damrongsang, T	Mueller, A	Gilmore, K	Jones, L	Donaldson, R	Tripp, G	Cresswell, J	Gray, M	Berry, A	Subtotal	
6.7	**Utility Conflict Process**																													
6.71	Utility Conflict Identification	8			8																								16.00	$2,848.00
6.72	Interdisciplinary Design Conflict Mitigation	4			4																								8.00	$1,424.00
6.9	**Utility Notification**																													
6.91	Utility Impact Notification	4																											4.00	$944.00
6.92	30% Utility Meeting	4																											4.00	$944.00
6.93	Final PS&E Utility Meeting	4																											4.00	$944.00
8	**Construction Phasing**	12	0	16	20	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	48.00	$8,624.00
8.1	**Conceptual Level Design (15%)**																													
8.11	No Construction Phasing at Concept Level																													0.00	$0.00
8.2	**Preliminary Design (30%)**																													
8.21	Prepare 30% (FIR) Construction Phasing Plan	4			8																								12.00	$1,904.00
8.22	Prepare 30% Specifications	8																											8.00	$1,888.00
8.3	**Final PS&E**																													
8.31	Address and incorporate 30% (FIR) Comments			2	4																								6.00	$904.00
8.32	Prepare PS&E Construction Phasing Plan			8	8																								16.00	$2,656.00
8.33	Prepare PS&E Construction Phasing Specifications			6																									6.00	$1,272.00
Total HDR Labor Hours		**200.00**	**18.00**	**96.00**	**238.00**	**12.00**	**109.00**	**23.00**	**23.00**	**8.00**	**36.00**	**2.00**	**12.00**	**4.00**	**20.00**	**2.00**	**26.00**	**4.00**	**8.00**	**8.00**	**24.00**	**8.00**	**2.00**	**10.00**	**14.00**	**36.00**	**10.00**	**4.00**	**4.00**	**961.00**	
Total HDR Labor Fee		**$47,200.00**	**$3,816.00**	**$20,352.00**	**$28,560.00**	**$2,868.00**	**$21,473.00**	**$2,300.00**	**$5,497.00**	**$2,208.00**	**$5,508.00**	**$552.00**	**$2,160.00**	**$956.00**	**$5,660.00**	**$602.00**	**$2,964.00**	**$720.00**	**$912.00**	**$1,160.00**	**$1,968.00**	**$1,160.00**	**$360.00**	**$1,750.00**	**$2,114.00**	**$4,104.00**	**$1,020.00**	**$408.00**	**$576.00**		**$168,928.00**
	Contingency (to be approved in writing by DougCo PM)																													**$14,521.00**
Direct Expenses																														**$1,785.00**
	Mileage (Cultural Resource Survey & Wetland Survey)																											120 Miles @ $0.70 / Mile			$84.00
	Printing/Reproduction																														$50.00
	Cultural Resources File Search																														$300.00
	HazMat Database Search (EDR)																														$300.00
	Milage (HDR Truck - SUE)																											128 Miles @ $0.75 / Mile			$96.00
	SUE Operating Cost - RD8100 Locator																											3 Days @ $66.00 / Day			$198.00
	SUE Operating Cost - Trimble Rover																											3 Days @ $219.00 / Day			$657.00
	Other - Field Supplies (SUE)																														$100.00
Subconsultants																															**$114,766.00**
	Ridgeview Data Collection - Traffic Counts (Estimated Fee)																														$2,000.00
	Woolpert - Survey																														$93,951.00
	Lithos (Paleo)																														$1,695.00
	RECONN - Utility Test Holes																														$17,120.00
TOTAL PROJECT FEE																															**$300,000.00**

Exhibit C

INSURANCE REQUIREMENTS

CONSULTANT or CONTRACTOR shall procure and maintain for the duration of the contract insurance against claims for injuries to persons or damages to property which may arise from or in connection with the performance of the work hereunder by the Consultant, Contractor, its agents, representatives, or employees.

MINIMUM SCOPE AND LIMIT OF INSURANCE

Coverage shall be at least as broad as:

1. **Commercial General Liability** (CGL): Covering CGL on an "occurrence" basis, including products and completed operations, property damage, bodily injury and personal & advertising injury (including coverage for contractual and employee acts) with limits no less than **$1,000,000** per occurrence. If a general aggregate limit applies, either the general aggregate limit shall apply separately to this project/location (ISO CG 25 03 or 25 04) or the general aggregate limit shall be twice the required occurrence limit. $2,000,000.
2. **Automobile Liability:** Insurance Services Office Form covering, Code 1 (any auto), or if CONSULTANT or CONTRACTOR has no owned autos, Code 8 (hired) and 9 (non-owned), with limit no less than **$1,000,000** per accident for bodily injury and property damage.
3. **Workers' Compensation** insurance as required by the State of Colorado, with Statutory Limits, and Employer's Liability Insurance with limit of no less than **$1,000,000** per accident for bodily injury or disease
4. **Professional Liability** (Errors and Omissions) Insurance appropriate to the CONSULTANT or CONTRACTOR's profession, with limit no less than **$1,000,000** per occurrence or claim, $2,000,000 aggregate.

The Insurance obligations under this agreement shall be the minimum Insurance coverage requirements and/or limits shown in this agreement; whichever is greater. Any insurance proceeds in excess of or broader than the minimum required coverage and/or minimum required limits, which are applicable to a given loss, shall be available to the COUNTY. No representation is made that the minimum Insurance requirements of this agreement are sufficient to cover the obligations of the CONSULTANT or CONTRACTOR under this agreement.

OTHER INSURANCE PROVISIONS:

The insurance policies are to contain, or be endorsed to contain, the following provisions:

Additional Insured Status. Douglas County, its officers, officials, employees, and volunteers are to be covered as additional insureds on the CGL policy with respect to liability arising out of work or operations performed by or on behalf of the CONSULTANT or CONTRACTOR including materials, parts, or equipment furnished in connection with such work or operations. General liability coverage can be provided in the form of an endorsement to the CONSULTANT or CONTRACTOR's insurance (at least as broad as ISO Form CG 20 10 11 85 or **both** CG 20 10, CG 20 26, CG 20 33, or CG 20 38; **and** CG 20 37 forms if later revisions used).

Primary Coverage. For any claims related to this contract, the **CONSULTANT or CONTRACTOR's insurance coverage shall be primary** insurance. Any insurance or self-insurance maintained by Douglas County, its officers, officials, employees, or volunteers shall be excess and non- contributory to the CONSULTANT or CONTRACTOR's insurance.

Notice of Cancellation. Each insurance policy required above shall state that **coverage shall not be canceled, except with notice to Douglas County**.

Waiver of Subrogation. CONSULTANT or CONTRACTOR hereby grants to Douglas County a waiver of any right to subrogation which any insurer of said CONSULTANT or CONTRACTOR may acquire against Douglas County by virtue of the payment of any loss under such insurance. CONSULTANT or CONTRACTOR agrees to obtain any endorsement that may be necessary to affect this waiver of subrogation, but this provision applies regardless of whether or not Douglas County has received a waiver of subrogation endorsement from the insurer.

Self-Insured Retentions, Deductibles and Coinsurance. The CONSULTANT or CONTRACTOR agrees to be fully and solely responsible for any costs or expenses as a result of a coverage deductible, coinsurance penalty, or self-insured retention. Douglas County may require the CONSULTANT or CONTRACTOR to provide proof of ability to pay losses and related investigations, claim administration, and defense expenses within the retention. The policy language shall provide, or be endorsed to provide, that the self-insured retention may be satisfied by either the named insured or Douglas County. The CONSULTANT or CONTRACTOR will indemnify Douglas County, in full, for any amounts related to the above.

Acceptability of Insurers. Insurance is to be placed with insurers with a current A.M. Best's rating of no less than A:VII, unless otherwise acceptable to Douglas County.

Claims Made Policies. If any of the required policies provide coverage on a claims-made basis:

1. The Retroactive Date must be shown and must be before the date of the contract or the beginning of contract work.
2. Insurance must be maintained, and evidence of insurance must be provided ***for at least three (3) years after completion of the contract of work.***
3. If coverage is canceled or non-renewed, and not ***replaced with another claims-made policy form with a Retroactive Dat***e prior to the contract effective date, the Consultant must purchase "extended reporting" coverage for a minimum of ***three (3)*** years after completion of contract work.

Verification of Coverage. CONSULTANT or CONTRACTOR shall furnish Douglas County with original certificates and amendatory endorsements or copies of the applicable policy language effecting coverage required by this clause. All certificates and endorsements are to be received and approved by Douglas County before work commences. However, failure to obtain the required documents prior to the work beginning shall not waive the CONSULTANT or CONTRACTOR's obligation to provide them. Douglas County reserves the right, but not the obligation, to review and revise any insurance requirement, not limited to limits, coverage, and endorsements. Additionally, Douglas County reserves the right, but

not the obligation, to review and reject any insurance policies failing to meet the criteria stated herein. Failure on the part of the CONSULTANT or CONTRACTOR to provide insurance policies within ten (10) working days of receipt of the written request will constitute a material breach of contract upon which Douglas County may immediately terminate this contract.

The completed certificates of insurance with additional insured endorsements and waivers of subrogation and any notices, within 20 days of cancellation or termination will be sent via mail or e-mail to:

Douglas County Government
Attn: Risk Management
100 Third Street
Castle Rock, Colorado 80104
risk@douglas.co.us

Subcontractors. Consultant shall require and verify that all subcontractors maintain insurance meeting all the requirements stated herein, and CONSULTANT or CONTRACTOR shall ensure Douglas County is an additional insured on insurance required from subcontractors. Any subcontractors will not be required to maintain professional liability insurance if their scope of work does not include any: (a) engineering or design; (b) construction inspection; or (c) survey work.

Failure to Procure or Maintain Insurance. The CONTRACTOR will not be relieved of any liability, claims, demands, or other obligations assumed by its failure to procure or maintain insurance, or its failure to procure or maintain insurance in sufficient amounts, durations, or types. Failure on the part of the CONTRACTOR to procure or maintain policies providing the required coverage, conditions and minimum limits will constitute a material breach of contract upon which Douglas County may immediately terminate this contract.

Governmental Immunity. The parties hereto understand and agree that Douglas County is relying on, and does not waive or intend to waive by any provision of this Agreement, the monetary limitations or any other rights, immunities, and protections provided by the Colorado Governmental Immunity Act, C.R.S. §§ 24-10-101 *et seq.* as from time to time amended, or otherwise available to Douglas County, its officers, or its employees

Special Risks or Circumstances
Douglas County reserves the right to modify these requirements, including limits, based on the nature of the risk, prior experience, insurer, coverage, or other special circumstances.

_____

Megan Datwyler, Risk Manager Date

MEETING DATE: July 22, 2025

STAFF PERSON RESPONSIBLE: Amy Strouthopoulos, P.E., Pavement Management Supervisor

DESCRIPTION: Change Order No. 2 with Brannan Sand and Gravel Company, LLC for the 2025 Asphalt Overlay Project, in the Amount of $365,000.00, Douglas County Project Number CI 2025-003.

SUMMARY: On February11, 2025, the Board of County Commissioners approved a contract with Brannan Sand and Gravel Company, LLC, in the amount of $11,011,969.30 for the 2025 Asphalt Overlay Project (Original POs associated with this contract are PO #2025202, PO #2025209, PO #2025210, and PO #2025211). Change Order 1 increased the funding for this contract to allow the mill and overlay of additional roadway locations for an additional $2 million that was encumbered in PO #2025512 (BU 800117, Fund 230). The current total contract amount is $13,011,969.30, which includes Change Order 1.

We are requesting that the project be amended to include funds for the milling and overlay of various parking lots maintained by the Douglas County Parks Department. It is advantageous to utilize the competitive pricing of the 2025 Asphalt Overlay Project to support Parks' parking lot maintenance.

The net result of Change Order Number 2 for this additional scope of work is $365,000.00. If approved, the new total contract amount will be $13,376,969.30.

Funding for this change order will come from the Parks Department's Business Unit 51125, in Fund 100, for $365,000.00, to be used to create a new PO for the project.

RECOMMENDED ACTION: Approval of Change Order No. 2 with Brannan Sand and Gravel Company, LLC for the 2025 Asphalt Overlay Project, in the amount of $365,000.00, Douglas County Project Number CI 2025-003.

REVIEW:

Kristina Mann	Approve	7/7/2025
Jeff Garcia	Approve	7/14/2025
Andrew Copland	Approve	7/15/2025
Doug DeBord	Approve	7/15/2025

ATTACHMENTS:

Contract Change Order - Brannan Sand and Gravel - Parks Dept mill overlay portion-2025 Asphalt Overlay-Amy S CI2025-003

Douglas County

Contract Change Order

OWNER: Douglas County Government
Department of Public Works
100 Third Street, Suite, 220
Castle Rock, CO 80104

PROJECT: 2025 Asphalt Overlay Project

PROJECT NO.: CI 2025-003

BOCC AGREEMENT DATE: February 11, 2025

CONTRACTOR: Brannan Aggregates
2500 East Brannan Way
Denver, CO 80229
303-534-1231

CHANGE ORDER NO.: 2

ACCOUNT NO. (new PO)/ 51125.473500

Description of Work and Justification:
This change order adds funding for mill and overlay of various Douglas County Parks Department parking lots. The scope of work is outlined in the contract documents. The project was bid using funds from 800100.478200 and Parks has just provided funding information for the work. The force account was bid with $300,000, but Parks has contributed an extra $65,000 for parking lot repairs.

SCHEDULE A, CHANGE ORDER 2

ITEM NO.	DESCRIPTION	QUANTITY	UNIT	UNIT COST	COST
700	F/A (DOUGLAS COUNTY PARK FACILITY MAINTENANCE)	1	FA	$ 365,000.00	$365,000.00

CHANGE ORDER 1 TOTAL $365,000.00

Funding for this change order will come from the following: $365,000.00 will come from Business Unit 51125.473500 in Fund 100, to be added to a new PO

This Change Order agreed to herein is a fair and equitable adjustment to the Contractor's direct and indirect costs. This modification provides full compensation for the changed work, including both Contract cost and Contract time, and does not impact the critical path. The Contractor hereby releases the County from any and all liability under this Contract for further equitable adjustment attributable to this Change Order.

Original Contract Price:	$11,011,969.30
Change Orders To Date:	$2,000,000.00
Current Contract Price:	$13,011,969.30
This Change Order:	$365,000.00
New Contract Price:	$13,376,969.30

Contract Time:
The Contract Time will increase by 0 days.
The completion date for all work shall be September 30, 2025.
All other terms and conditions of this Contract shall remain in effect.

Approved By: _____ Date: _____
Amy Strouthopoulos, P.E., Engineering Pavement Management Supervisor

Approved By: _____ Date: _____
Janet Herman, P.E., Director of Public Works

Approved By: _____ Date: _____
Seth Flutcher, Brannan Aggregates

MEETING DATE: July 22, 2025

STAFF PERSON RESPONSIBLE: Jeffrey Garcia, County Attorney

DESCRIPTION: Ratify Letter to Sterling Ranch CAB regarding First Amendments to the Sterling Ranch Metro Districts Service Plans.

SUMMARY: Letter identifying First Amendments to the Sterling Ranch Metro Districts service plans as a non-material modification.

RECOMMENDED ACTION: Approval

REVIEW:

Jeff Garcia	Approve	7/18/2025
Andrew Copland	Escalated	7/18/2025
Christie Guthrie	Approve	7/18/2025
Doug DeBord	Approve	7/18/2025

ATTACHMENTS:

Sterling Ranch Service Plan Letter

Gary Debus
General Manager
Sterling Ranch CAB
9350 Roxborough Park Road
Sterling Ranch, CO 80125
gary.debus@sterlingranchcab.com
Via e-mail

July 22, 2025

Re: Petition of the Sterling Ranch Colorado Metropolitan Districts Nos. 1-7 to Approve First Amendment to Service Plans

Sterling Ranch CAB,

Concerning Sterling Ranch Colorado Metropolitan Districts Nos. 1-7's First Amendment to Service Plans Petition, please find the following:

- On August 27, 2013, the Douglas County Board of County Commissioners approved the service plans for Sterling Ranch Colorado Metropolitan Districts Nos. 1-7;
- The Board of Directors of each Metropolitan District has, by resolution, approved the First Amendment to their respective service plans as a non-material modification;
- The Douglas County Board of County Commissioners have reviewed the First Amendment and approving resolution for each Metropolitan District service plan and consulted County legal staff and outside legal counsel; and
- The Douglas County Board of County Commissioners does not consider the First Amendments to Sterling Ranch Colorado Metropolitan Districts Nos. 1-7's service plans "material modifications" pursuant to Colorado's Special District Act (C.R.S. §32-1-201 *et seq*.) because the service plan amendments:

    a. Are not of a basic or essential nature and do not result in any of the following:

        i. Any addition to the types of services provided by the District;
        ii. Any decrease in the level of services provided by the District;
        iii. Any decrease in the financial ability of the District to discharge the existing or proposed indebtedness; or
        iv. Any decrease in the existing or projected need for the organized service in the District.

b. Are necessary and consistent with the execution of the original Service Plans.

See C.R.S. §32-1-207(2)(a).

Board of County Commissioners' approval is not required for a non-material service plan amendment.

Respectfully,
Douglas County Board of County Commissioners

_____
Abe Laydon, Chair

MEETING DATE: July 22, 2025

STAFF PERSON RESPONSIBLE: Megan Datwyler, Risk Manager

DESCRIPTION: 2025-2026 Property, Boiler & Machinery, Cyber and Pollution Insurance Renewal

SUMMARY: Property, Boiler and Machinery, Cyber, and Pollution insurance coverages for Douglas County renew annually on July 1. Coverage is placed in the Alliant Property Insurance Program (APIP) and is specific to public entities. The program covers unique assets such as specialty-trained animals (K-9, Police horses), Sales Tax revenue from major retail sources such as Park Meadows (up to $3M), and Terrorism Coverage that is not available elsewhere in the market. It also bundles cyber coverage and pollution, which are substantially less expensive through the APIP program than stand-alone policy placement.

Insurance Renewal and Market Update:
After years of an incredibly difficult hard property market, conditions have shifted. Rate per $100 of value is down 6.46% leading to a $20,380.63 decrease over the last renewal. The Cyber market for public entities in general has been an unstable coverage line. Ransomware remains one of the most pressing issues for cyber insurers today. Both Cyber and Pollution coverage was higher with 6.57% and 6.33% increases totaling $942.32 in premium increase over last year. The Cyber coverage provided by APIP still represents one of the best values in the marketplace. The resulting total 2025-2026 renewal premium for all coverages is a 3.77% decrease for a total premium of $496,317.32.

Competitive Process:
The county surveyed the property market to benchmark the APIP program against other available insurance. Zurich and Liberty Mutual both have 5% wind/hail deductibles, and Travelers offers a 3% deductible; all are inferior to APIP's 1% deductible.

Year-over-Year Comparison:

Douglas County, CO	July 2024-2025	July 2025-2026	Variance
Total Insurable Values (TIV):	$ 342,318,145	$ 352,136,772	2.87%

*Property Annual Cost:	$ 501,724.16	$ 481,343.53	-4.06%
Cyber Liability Annual Cost:	$ 10,572.95	$ 11,267.74	6.57%
Pollution Liability Annual Cost:	$ 3,485.52	$ 3,706.05	6.33%
Total Account Rate ($/100):	0.1506735	0.1409445	-6.46%
****Total Annual Cost:**	**$ 515,782.63**	**$ 496,317.32**	**-3.77%**

RECOMMENDED ACTION: The Board of County Commissioners approve Alliant renewal invoice for the **July 1, 2025- June 30, 2026 policy term for $496,317.32.**

REVIEW:

Doug DeBord	Approve	7/17/2025
Jeff Garcia	Approve	7/18/2025
Andrew Copland	Approve	7/18/2025

ATTACHMENTS:

APIP Invoice 25_26

Alliant Insurance Services Inc.

APIP INVOICE

NAMED INSURED: **Douglas County, CO**	**INVOICE DATE:** **PAYMENT DUE DATE:** **CUSTOMER NUMBER:** **EFFECTIVE DATE:**	06/27/2025 **July 23, 2025** DOUGCOU-13 July 1, 2025
TOTAL INVOICE DUE AT THIS TIME:		**$ 496,317.32**

INSURANCE CO: Various REFERENCE #: APIP2025 (Dec 14) 0786	INVOICE NUMBER:	10170682
Total Property Premium:		$ 459,134.00
Total Pollution Premium:		$ 3,592.00
Total Cyber Premium:		$ 10,921.00
Total Boiler & Machinery Premium:		$ 4,851.00
ABS Fee:		$ 2,627.00
Estimated SLT&F:		$ 15,192.32
Broker Fee:		$ 0.00

TOTAL DUE AT THIS TIME:	**$ 496,317.32**

Total Due includes Premiums, Estimated Taxes and Fees where applicable. The Cyber Enhancement (BBR) premium, should you have elected to purchase this coverage, is not included as part of this invoice.

Please return a copy of the invoice with your payment. Premiums are due and payable upon receipt of this invoice but no later than July 23, 2025. If payment is not received by the due date, policies may be subject to cancellation.

Alliant embraces a policy of transparency with respect to its compensation from insurance transactions. Details on our compensation policy, including the types of income that Alliant may earn on a placement, are available on our website at www.alliant.com. For a copy of our policy or for any inquiries regarding compensation issues pertaining to your account you may also contact us at: Alliant Insurance Services, Attention: General Counsel, 701 B Street, 6th Floor, San Diego, CA 92101.

Important Notice of Remittance Payment Address

We have implemented lockbox deposit services with our Bank.
Please use to avoid delays in processing your payments.

Effective immediately, please mail all future checks along with your remittance detail invoice to the following:

Standard Mail Remittance Address:

AIS Trust Account Newport
P.O. Box 744963
Los Angeles, CA 90074-4963

Overnight/Courier Remittance Address:

Bank of America Lockbox Services
Lockbox 744963
2706 Media Center Drive
Los Angeles, CA 90065-1733

ACH/WIRE PAYMENTS

Bank of America
Alliant Insurance Services Trust Account
Account Number: 1453355421

ACH Routing Number: 122000661

Wire Routing: Number: 026009593

SWIFT: BOFAUS3N (US Domestic)

SWIFT: BOFAUS6S (Foreign Currency)

ACH/Wire Reference: Include your ten-digit Client Account Number and Invoice Number (both can be found at the top right of this invoice)
E-mail remittances to AccountsReceivable@alliant.com

Pay your Invoice via ACH using AlliantPay: https://billpay.alliant.com

MEETING DATE: July 22, 2025

STAFF PERSON RESPONSIBLE: Kati Carter, AICP, Assistant Director of Planning Resources
Dan Dertz, Director of Open Space and Natural Resources

DESCRIPTION: Parks, Trails, Historic Resources (PTHROS) and Open Space Sales Tax Funding Request for Cherokee Ranch and Castle Foundation in the Amount of $575,000.00.

SUMMARY: The request is for approval of a PTHROS Funding Agreement between Douglas County and Cherokee Ranch and Castle Foundation (CRCF) in the Amount of $575,000.

STAFF ASSESSMENT: The Board of County Commissioners may approve the PTHROS Funding Memorandum of Understanding (MOU) with CRCF in the amount of $575,000.

REVIEW:

Terence T Quinn - FYI	Notified - FYI	7/14/2025
Kati Carter	Approve	7/14/2025
Jeff Garcia	Approve	7/14/2025
Andrew Copland	Approve	7/17/2025
Doug DeBord	Approve	7/17/2025
Samantha Hutchison - FYI	Notified - FYI	7/17/2025

ATTACHMENTS:

BCC Staff Report - PTHROS Sales Tax Funding Agreement with CRCF (1)

DOUGLAS COUNTY
COLORADO

Parks, Trails, Historic Resources and Open Space Sales Tax Staff Report

Date: July 10, 2025

To: Douglas County Board of County Commissioners

Through: Douglas J. DeBord, County Manager

From: Dan Dertz, Director of Open Space and Natural Resources DD
Terence T. Quinn, AICP, Director of Community Development TQ

CC: Brittany Cassell, Curator
Lauren Pulver, Planning Resources Supervisor
Kati Carter, AICP, Assistant Director of Planning Resources

Subject: **Park, Trails, Historic Resources and Open Space (PTHROS) Sales Tax Funding Request for Cherokee Ranch and Castle Foundation in the amount of $575,000**

Board of County Commissioners Meeting: **July 22, 2025 @ 1:30 p.m.**

I. EXECUTIVE SUMMARY

Cherokee Ranch and Castle Foundation (CRCF) is requesting funding from the PTHROS sales tax in the amount of $575,000. Funding will be allocated from both the Historic Resources and Open Space portions of the PTHROS sales tax.

The funding includes $75,000 for an assessment to identify historic preservation needs. The remainder of the funds will address more immediate concrete, roofing, and awning repairs; and installation of fencing as part of the USDA/NRCS conservation plan for wildlife and rotational grazing.

Specifically, the assessment regarding historic preservation needs; and concrete, roofing, and awning repairs will be funded from the Historic Resources Account. The installation of fencing will be funded by the Open Space Operations, Maintenance and Capital Improvements Account.

II. REQUEST

Approval of a PTHROS Funding Agreement between Douglas County and the CRCF in the amount of $575,000.

III. BACKGROUND

Douglas County has had a long partnership with CRCF. With the approval of the sales and use tax in 1994, Douglas County was able to begin investing in protecting important properties in Douglas County. The Cherokee Ranch was one of the first properties that the

sales and use tax was used to protect. In 1996, Douglas County partnered with CRCF to establish a conservation easement on Cherokee Ranch. In exchange for the conservation of the property, CRCF received $200,000 for a period of ten years.

One of the many conservation values of this property is its historic and cultural resources. In 1994, Cherokee Ranch was listed in the National Register of Historic Places for the State of Colorado, which automatically placed the property on the State Register of Historic Properties. According to the nomination, the periods of significance range from 1868 – 1944. There were 26 contributing resources that were identified in the nomination. To offset the costs to preserve the historic and cultural values of the property, CRCF is seeking assistance from Douglas County.

IV. ADVISORY BOARD RECOMMENDATIONS

The County's Open Space Advisory Committee (COSAC) and Historic Preservation Board (HPB) reviewed and made recommendations regarding the funding request.

County Open Space Advisory Committee: COSAC heard the CRCF proposal for $75,000 for updated planning documents for restoration of historic structures on September 5, 2024. Eight COSAC members scored the project, with an average score of 50 out of 74 possible points. The highest scored item was Property Conservation, Attributes and Condition. Several members believed that some of the items on the scorecard such as cost of construction, public safety and public access did not apply to the request to fund a study therefore, a score of 0 was given on several scorecards. This dropped the overall average. COSAC stated how significant Cherokee Ranch and Castle is to Douglas County and appreciated the effort to preserve the structures. For the $75k planning documents for restoration of historic structures, COSAC recommended that the request be brought to the Historic Preservation Board to receive a recommendation on funding from the Historic Resources Account within the PTHROS sales tax.

On June 5, 2025, COSAC heard the request by Cherokee Ranch and Castle for $500k for operations and maintenance needs. In general, COSAC agreed that several of the items that were requested are related to the maintenance of the conservation easement, and therefore seem to meet the intent of the Open Space Account. COSAC did not score this project due to having additional questions, the biggest being can funding from the Open Space Account be distributed to an organization outside Douglas County for operations and maintenance.

The following is a summary of COSAC's recommendation on funding:

> COSAC is interested in this project's potential to enhance public access. COSAC is requesting more information from Cherokee Ranch to better understand how their proposal addresses costs, public access, and conservation values. The $75,000 that the Board approved for the historic structure resource study will hopefully include a study of the ranch's conservation values, which will provide guidance to COSAC.

Being a partner with Cherokee Ranch is appealing if it maintains the conservation easement's values and provides an increased level of public access to nature. If the $500k will enhance and increase public access to promote the conservation values of the property, COSAC would recommend funding.

Historic Preservation Board: HPB heard the CRCF proposal for $75,000 for updated planning documents for restoration of historic structures on September 25, 2024. Four HPB members scored the project 45 out of 54 possible points. Historic significance scored the highest with 10 out of 10.

The following is a summary of HPB comments on the request:

Cherokee Ranch is a significant landmark in the County; however, the Foundation currently has access to other sources of funding. The HPB has concerns that a potential request for $500,000 is a large portion of the historic preservation portion of the PTHROS tax fund. HPB recommends funding half of the $75,000 for planning documents from the Historic Resources Account and the Open Space Account fund the other half.

HPB reviewed the CRCF request for $500,000 at a meeting on June 25, 2025. The scores for the project were 45 from two members and 47 from one, out of 56.

The following is a summary of HPB comments on the request:

HPB members recognize Cherokee Ranch and Castle as a valuable and significant historic resource in the County and support efforts to restore and maintain the historic structures. Specifically, HPB recommended funding 50% of the historic resources elements of the project: concrete repairs to the west side (rear) of the Castle, including stairways, interior repairs and décor replacements within the Castle, exterior painting of the Castle and surrounding structures, and roofing repairs and awning at the Castle. There was discussion amongst HPB regarding whether "décor replacements" would be considered appropriate for historic resources funding. HPB members also recommended that, given the extensive needs of the property, the CRCF continue to pursue other funding sources.

V. STAFF ASSESSMENT

The Board of County Commissioners may approve the PTHROS Funding Memorandum of Understanding (MOU) with CRCF in the amount of $575,000.

ATTACHMENTS	PAGE
PTHROS Funding Memorandum of Understanding	4

MEMORANDUM OF UNDERSTANDING BETWEEN
DOUGLAS COUNTY AND CHEROKEE RANCH AND CASTLE FOUNDATION

THIS MEMORANDUM OF UNDERSTANDING (the "Agreement") is made and entered into this day of _____, 2025, by and between the **BOARD OF COUNTY COMMISSIONERS OF THE COUNTY OF DOUGLAS, STATE OF COLORADO** (the "BOCC"), and **CHEROKEE RANCH AND CASTLE FOUNDATION**, authorized to do business in Colorado ("CRCF"). The BOCC and the CRCF are hereinafter collectively referred to as the "Parties" and individually as a "Party".

RECITALS

WHEREAS, in 2022, the Douglas County voters approved a referred tax measure allocating funding for local parks, trails, historic resources, and open space with the discretion to make some of that funding available to local partners to fund partnership projects as recommended by citizen advisory committees; and

WHEREAS, on September 5, 2024 and June 5, 2025, the County Open Space Advisory Council (COSAC) heard the CRCF funding requests for (i) $75,000.00 to perform a study and develop a plan to restore and protect historic structures on site and enhance and promote conservation values for future public access; and (ii) $500,000.00 to potentially restore historic structures and enhance public access at Cherokee Ranch (collectively, the "Project"); and

WHEREAS, on September 25, 2024 and June 25, 2025, the Historic Preservation Board (HPB) heard the CRCF funding requests for (i) $75,000.00 to perform a study and develop a plan to restore and protect historic structures on site and enhance and promote conservation values for future public access; and (ii) $500,000.00 to potentially restore historic structures and enhance public access at Cherokee Ranch (collectively, the "Project"); and

WHEREAS, on March 18, 2025, both COSAC and HPB recommendations were discussed and the BOCC approved the $75,000.00 funding request as detailed in Exhibit A;

WHEREAS, on July 1, 2025, both COSAC and HPB recommendations were discussed and the BOCC approved the $500,000.00 funding request, consistent with and contingent on execution of this Agreement and as detailed in Exhibit B; and

WHEREAS, on June 25, 2025, CRCF approved the anticipated appointment of two individuals designated by the BOCC to CRCF's Board of Directors, consistent with and contingent on execution of this Agreement.

NOW, THEREFORE, in consideration of the Parties' mutual covenants contained herein and other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the Parties hereto agree as follows:

1. Amount of Funding Award. The BOCC hereby awards to the CRCF a sum not to exceed **FIVE HUNDRED AND SEVENTY-FIVE THOUSAND DOLLARS AND ZERO CENTS ($575,000.00)** (the "Funding Award") for use by the CRCF solely to complete the Project, in substantial conformity with Exhibit B. Subject to the BOCC's determination in its sole discretion that the CRCF is in compliance with this Agreement, the BOCC shall disburse the Funding Award in one payment and in accordance with the terms outlined in this Agreement.

In no event shall the BOCC be liable for payment under this Agreement for any amount in excess of **five hundred seventy-five thousand dollars and zero cents ($575,000.00)**. While the Parties anticipate that there will be future financial awards from the BOCC to the CRCF, the BOCC is not under obligation to make any future apportionment or allocation to this Agreement nor is anything set forth herein a limitation of liability for the CRCF. Any potential expenditure for this Agreement outside the current fiscal year is subject to future annual appropriation of funds for any such proposed expenditure.

2. Distribution of Funding Award. The full amount of the Funding Award ($575,000.00) will be disbursed to CRCF in a one-time lump sum payment upon execution of this Agreement.

3. Reporting Requirements. CRCF agrees to submit a report to the BOCC on the use of the Funding Award within thirty (30) days after the project is completed.

4. CRCF Board Appointments. In recognition of the Funding Award, the CRCF hereby appoints two individuals to the CRCF Board, to be filled by one member of the BOCC and one BOCC designated resident as additional appointees. These CRCF Board positions are intended to provide the BOCC with an opportunity for oversight of the use of funding from Douglas County for future projects based on an understanding of the CRCF by-laws, operating procedures, financial reporting, and governance practices, as well as the Parks, Trails, Historic Resources, and Open Space Sales and Use Tax, or any other applicable Douglas County tax dollars Resolution Number R-022-085.

Both the BOCC member and the BOCC designated resident shall be Class B directors on the CRCF Board, with the same authority, responsibility, privileges, and obligations as other directors on the CRCF Board, as provided in the CRCF's Articles of Incorporation, its Bylaws, the Colorado Nonprofit Corporation Act, and other applicable law. The BOCC member must be an active member of the BOCC to be qualified to serve on the CRCF Board. The BOCC designated resident must reside within Douglas County, Colorado, to be qualified to serve on the CRCF Board. In the event the BOCC member or the BOCC designated resident no longer meet their respective qualifications, they shall no longer be a director on the CRCF Board, and the BOCC may designate a qualified replacement to complete their term. While the Parties anticipate that these CRCF Board positions shall continue, the CRCF is not under obligation to renew the appointment of such positions should future funding requests be denied and all previously awarded funds have been spent.

5. Term. It is mutually agreed by the Parties that the term of this Agreement shall commence upon execution by the Parties until terminated.

6. Project Scope. The CRCF shall not materially modify the Project without the prior written approval of the BOCC. Any material modification to the Project undertaken without the BOCC's prior written consent may be deemed a breach of this Agreement, entitling the BOCC to all remedies available under this Agreement.

7. Authorized Representatives. Katherine Carter, Assistant Director of Planning Resources, is designated as Authorized Representative of the BOCC regarding historic resources and Dan Dertz, Director of Open Space & Natural Resources is designated as Authorized Representative of the BOCC regarding Open Space funds (the "Authorized Representative(s)") for the purpose of administering, coordinating, and approving the work performed by the CRCF under this Agreement.

8. Compliance with All Laws and Regulations. The CRCF hereby assumes responsibility for compliance with all regulatory requirements in all applicable areas, including, but not limited to, nondiscrimination, worker safety, local labor preferences, preferred vendor programs, equal employment opportunity, use of competitive bidding, and other similar requirements. In addition, the CRCF agrees to comply with all applicable ordinances, regulations, and resolutions of Douglas County and all necessary licensing and permitting requirements imposed by an agency of a local, state or federal government.

9. Indemnification. The BOCC cannot and by this Agreement does not agree to indemnify, hold harmless, exonerate or assume the defense of the CRCF or any other person or entity whatsoever, for any purpose whatsoever. The CRCF shall, to the extent permitted by law, defend, indemnify and hold harmless the BOCC, its commissioners, officials, officers, directors, agents, and employees from any and all claims, demands, suits, actions or proceedings of any kind or nature whatsoever, including workers' compensation claims, in any way resulting from or arising from this Agreement; provided, however, that the CRCF need not indemnify or save harmless the BOCC, its officers, agents and employees from damages resulting from the sole negligence of the BOCC commissioners, officials, officers, directors, agents and employees.

10. Independent Contractor. The CRCF is an independent contractor. Notwithstanding any provision of this Agreement, all personnel and volunteers of the CRCF shall be and remain at all times, employees or volunteers of the CRCF for all purposes. It is not intended nor shall it be construed that the CRCF, its employees or volunteers are agents, employees or officers of Douglas County for any purpose whatsoever.

11. Audits and Accounting. The CRCF shall maintain standard financial accounts, documents, and records relating to the use, management, and the operation of the Project. The CRCF shall maintain standard financial accounts, documents, and records relating to the use, management, and operation of the Project. The BOCC shall have the right, upon reasonable notice to the CRCF, to audit the books and records of the CRCF which pertain to the Project and to the use and disposition of the BOCC funds. The BOCC shall retain the authority to audit for two years after Project completion.

12. Inspection. The BOCC shall have the right to inspect the Project area to ascertain compliance with this Agreement during business hours at any time during the Project and up to six months after termination or completion of the Project.

13. Termination for Convenience. The Parties may terminate this Agreement at any time and for any reason at its sole discretion by providing the other Party written notice of such termination at least thirty (30) calendar days prior to the effective date of such termination. Upon such termination, the CRCF shall be entitled to compensation for activities performed in accordance with this Agreement which were incurred prior to the effective date of the termination, but not exceeding the available budget balance at the time of the effective date of the termination. Upon such termination, the BOCC shall be entitled to return of any awarded funds that have not been spent for activities performed in accordance with this Agreement prior to the effective date of the termination.

14. Effect of Project Completion or Termination. The CRCF agrees that Project completion or termination of this Agreement does not invalidate continuing obligations imposed on the CRCF by this Agreement. Project completion or termination of this Agreement does not alter the BOCC's authority to disallow costs and recover funds based on a later audit or other review and does not alter the CRCF's obligation to return any funds due to the BOCC as a result of later refunds, corrections, or other transactions.

15. Notices. Notices concerning termination, alleged or actual violations of the terms or provisions of this Agreement, and all other notices shall be made as follows:

by the CRCF to:	Douglas County Attn: Katherine Carter, Dept. of Community Development; Dan Dertz, Open Space & Natural Resources 100 3rd Street Castle Rock, CO 80104 Ph: (303) 660-7460; (303) 814-4399 E-mail kcarter@douglas.co.us; ddertz@douglas.co.us
with a copy to:	Douglas County Attorney's Office 100 Third Street Castle Rock, CO 80104 Ph: (303) 660-7414 E-mail: attorney@douglas.co.us
and by the BOCC to:	Cherokee Ranch and Castle Foundation Attn: James A. Holmes, Executive Director 6113 N. Daniels Park Road Sedalia, Colorado 80135 Ph: (303) 688-5555 E-mail: jholmes@cherokeeranch.org

16. Assignment. The CRCF covenants and agrees that it will not assign or transfer its rights hereunder, or subcontract any work hereunder, either in whole or in part without the prior written approval of the Authorized Representative(s). Any attempt by the CRCF to assign or transfer its rights hereunder shall, at the option of the Authorized Representative(s), void the assignment or automatically terminate this Contract and all rights of the CRCF hereunder.

17. Applicable Law and Venue. This Agreement shall be governed by and construed in accordance with the laws of the State of Colorado and venue for any dispute hereunder shall lie exclusively in the County of Douglas, State of Colorado.

18. Incorporation of Recitals and Exhibits. The recitals set forth above and Exhibits A and B attached hereto are hereby incorporated by reference.

19. Severability. If any provision of this Agreement, or the application thereof, is found to be invalid, the remainder of the provisions of this Agreement, or the application of such provision other than those as to which it is found to be invalid, shall remain in full force and effect.

20. Third-Party Beneficiary. The Parties hereby acknowledge and agree that this Agreement is intended only to cover the relative rights and obligations between the Parties, and that no third-party beneficiaries are intended.

21. No Waiver of Governmental Immunity Act. The Parties agree that their commissioners, officials, officers, directors, agents and employees, are relying on, and do not waive or intend to waive by any provisions of this Agreement, the monetary limitations or any other rights, immunities and protections provided by the Colorado Governmental Immunity Act, §§ 24-10-101 to 120, C.R.S., or any other immunities or defenses from liability otherwise available to the Parties.

22. Entire Agreement. This Agreement constitutes the entire understanding and agreement of the Parties and supersedes all prior negotiations, representations, or agreements, either written or oral related to the subject matter of this Agreement.

(Remainder of Page Intentionally Blank)

IN WITNESS WHEREOF, the Parties have executed this Agreement as of the above date.

CHEROKEE RANCH AND CASTLE FOUNDATION (CRCF)

BY: _____ **ATTEST: (if a corporation)**

Printed Name Jeffrey R. Battin

Title: President **Title:** Executive Director

DATE: 7/14/25

Signature of Notary Public Required:

STATE OF Colorado)
)
COUNTY OF Douglas) **ss.**

The foregoing instrument was acknowledged before me this 14 **day of** July, **2025, by** Jeffrey R Battin.

Witness my hand and official seal

Lynne Ann Wilson
Notary Public

My commission expires: 4/28/29

LYNNE ANN WILSON
NOTARY PUBLIC
STATE OF COLORADO
NOTARY ID 20254015980
MY COMMISSION EXPIRES 04/28/29

BOARD OF COUNTY COMMISSIONERS
OF THE COUNTY OF DOUGLAS (BOCC)

BY:_____

DATE:_____ **DATE:** _____

APPROVED AS TO FISCAL CONTENT: **APPROVED AS TO LEGAL FORM:**

_____ _____
Andrew Copland **Arielle J. Denis**
Director of Finance **Assistant County Attorney**

DATE:_____ **DATE:**_____

EXHIBIT A

Agenda Item, March 18, 2025

DOUGLAS COUNTY
COLORADO

Agenda Item

DATE: **March 18, 2025**

TO: DOUGLAS COUNTY BOARD OF COUNTY COMMISSIONERS

THROUGH: DOUGLAS J. DEBORD, COUNTY MANAGER

FROM: DAN DERTZ, DIRECTOR OF OPEN SPACE AND NATURAL RESOURCES
TERENCE T. QUINN, AICP, DIRECTOR OF COMMUNITY DEVELOPMENT

CC: BRITTANY CASSELL, CURATOR
LAUREN PULVER, PLANNING RESOURCES SUPERVISOR
KATI CARTER, AICP, ASST. DIRECTOR OF PLANNING SERVICES

SUBJECT: **REQUEST FOR PARKS, TRAILS, HISTORIC RESOURCES, AND OPEN SPACE FUNDING FOR CHEROKEE RANCH AND CASTLE'S PROJECT PLAN AND IMPROVEMENTS**

SUMMARY

The Cherokee Ranch and Castle Foundation (CRCF) has requested that the Board of County Commissioners (Board) consider providing funding from the Parks, Trails, Historic Resources, and Open Space sales and use tax to develop a project plan and address immediate historic preservation needs at Cherokee Ranch. The request for the project plan is $75,000. The request for immediate needs is $500,000.

CRCF would like to continue the long-term partnership with the County by electing one member of the Board and one additional appointee candidate at-large who resides in Douglas County and is nominated by the Board.

BACKGROUND

Douglas County has had a long partnership with CRCF. With the approval of the sales and use tax in 1994, Douglas County was able to begin investing in protecting important properties in Douglas County. The Cherokee Ranch was one of the first properties that the sales and use tax was used to protect. In 1996, Douglas County partnered with CRCF to establish a conservation easement on Cherokee Ranch. In exchange for the conservation of the property, CRCF received $200,000 for a period of ten years.

One of the many conservation values of this property is its historic and cultural resources. In 1994, Cherokee Ranch was listed in the National Register of Historic Places for the State of Colorado, which automatically placed the property on the State Register of Historic Properties.

According to the nomination, the periods of significance range from 1868 – 1944. There were 26 contributing resources that were identified in the nomination. To offset the costs to preserve the historic and cultural values of the property, CRCF is seeking assistance from Douglas County.

DISCUSSION

Open Space Advisory Committee (COSAC) Recommendation: COSAC heard the CRCF proposal on September 5, 2024. Eight (8) COSAC members scored the project at 199 out of 640 possible points. Public Accessibility and Population Use scored the highest at 35 out of 80 and Partnerships scored the lowest with 9 out of 80. COSAC has not provided a funding recommendation at this time.

COSAC has provided the following summary of the request:

> The Cherokee Ranch Foundation has requested $75,000 to update project plans and cost estimates for future projects on the ranch, which is already preserved by Douglas County under a conservation easement. While the ranch provides unique opportunities for preserving wildlife, botany, and cultural heritage, public access is currently limited to guided tours, in alignment with the easement's terms. Expanding public access or altering the ranch's conservation use could negatively impact conservation values, particularly wildlife protection and the preservation of historic resources.
>
> Concerns include potential damage to historic buildings, which are not currently protected under the conservation easement, and the need for amendments to include these buildings or funding under historic preservation. There is also discussion of partnering with organizations like the Douglas Land Conservancy to address specific conservation needs, and exploring options for partnerships in funding. The project's costs are high, with some funding requests beyond the initial $75,000, leading to concerns over sustainability and the need for oversight, including annual reports on fund usage.
>
> The ranch is located in an ecologically significant area, connected to other conserved properties like Daniels Park and the Highlands Ranch Backcountry, contributing to the county's wildlife sanctuary. While access is restricted, the foundation's events and educational initiatives, such as wildlife rehabilitation and historical education, make the ranch an important cultural and educational resource. Overall, while the requested funding is seen as a small ask for a significant property, concerns about the balance between historic preservation and open space conservation remain, requiring careful consideration of how funds are spent and how projects align with the property's broader goals.

Historic Preservation Board (HPB): HPB heard the CRCF proposal for $75,000 for updated planning documents for restoration of historic structures on September 5, 2024. Four HPB

members scored the project 45 out of 54 possible points. Historic significance scored the highest with 10 out of 10.
The following is a summary of HPB comments on the request:

Cherokee Ranch is a significant landmark in the County, however, the Foundation currently has access to other sources of funding. The HPB has concerns that a potential request for $500,000 is a large portion of the historic preservation portion of the PTHROS tax fund. HPB recommends funding half of the $75,000 for planning documents from the historic preservation funding allocation and Open Space funds the other half.

NEXT STEPS

Staff is requesting direction from the Board regarding funding the CRCF request. Funds can be used from the Open Space Operations and Maintenance Account and/or the Historic Resources Account.

ATTACHMENTS

Formal Request Letter from CRCF
COSAC Scorecard Summary and Scorecards
HPB Scorecards

April 22, 2024

Mr. Doug Debord, County Manager
Douglas County Board of Commissioners
301 Wilcox Street
Castle Rock, CO 80104

Douglas County Request for Funding

Dear Mr. DeBord,

On behalf of the Cherokee Ranch & Castle Foundation (CRCF) Board of Directors, we respectfully submit a request for participation and funding support from the Douglas County Open Space Sales Tax allocations for the next five to seven years to assist CRCF in completing projects within the CRCF Projects Development Plan (PDP), which was initially developed between 2012-2014 from which several significant projects have been completed.

We believe the passage of the Open Space Tax by the citizens of Douglas County provides stakeholders across Douglas County an opportunity to accomplish transformational projects which will enhance the quality of life for all our citizens through increased public access to a wide range of new and existing community assets. We believe that Cherokee Ranch represents a vital cultural asset worthy of investment for the citizens of Douglas County through tax funded development; including historic preservation and expanded public access to provide enriching experiences in the arts, culture, agriculturally based education, and engagement with our land and wildlife conservation values embodied in our Conservation Easement with Douglas County which was established in 1996.

To reimagine the constructive uses for the assets of Cherokee Ranch and to fulfill the potential of the Cherokee Ranch partnership with Douglas County, we envision a regional showplace which inspires public engagement resulting in economic benefits to the citizens and stakeholders in Douglas County.

1. **Projects Development Planning Phase**

The assumptions made and projects identified in the 2012-2014 PDP documents largely remain relevant to our objectives to fulfill CRCF's long-term vision.

We respectfully request for Douglas County to provide initial funding for a planning phase in the amount of $75,000 which will allow CRCF to work with our design and build consultants to update project plans and cost estimates for each of the projects envisioned. Further, we will engage in a process to develop programming to present to Douglas County as part of our long-term funding requests.

2. Projects Phase for Immediate Needs

We respectfully request Douglas County to provide 2024 project funding to CRCF in the amount of $500,000 subject to specific project plans and associated budgets to address immediate historic preservation projects at Cherokee Ranch. The initial projects involve structural repairs at Cherokee Castle and improvements to buildings along Highway 85 which are the most public facing on the ranch. Once the PDP Phase and the Development Projects Phase are completed, we will present to Douglas County a comprehensive proposal to address historic preservation projects to be completed over a five-to-seven-year period in addition to the resulting programmatic enhancements to benefit the citizens of Douglas County.

3. Projects Development Plan Presentation and Requests

Upon completion of the Development Planning Phase, CRCF will present to Douglas County a roadmap detailing specific projects and detailed budgets for historic preservation and development projects to be completed over a five-to-seven-year timeframe.

The objective is to secure an annual investment by Douglas County for the projects to be presented and agreed upon through the planning phase. The desired initial term requested is five to seven years with funds to be dedicated to specified capital improvements, preservation projects (deferred and ongoing), and programming to provide expanded public access to Cherokee Ranch.

The Cherokee Ranch & Castle Foundation will continue to fundraise alongside Douglas Counties annual investment to ensure success in the Projects Development Plan.

4. Douglas County Board of Commissioners Representation on the CRCF Board

The CRCF Board recognizes the value of having representation from the Douglas County Board of Commissioners on the CRCF Board. The CRCF Board is committed to electing to the CRCF Board one member of the Douglas County Board of Commissioners and one additional appointee candidate residing in Douglas County as nominated by the Douglas County Board of Commissioners.

The Douglas County Commissioner and appointee will be elected by the CRCF Board pursuant to CRCF's existing Bylaws, and such member's service will be governed in all respects by the CRCF Bylaws on the same terms as other Board members.

CRCF will work with the Douglas County Commissioner member to successfully onboard new members to include an understanding of the CRCF By-Laws, operating procedures, and financial reporting and governance practices.

We believe that the enhancements achieved in partnership with CRCF will work best with input from designated persons as deemed appropriate by Douglas County. CRCF welcomes the engagement of such persons during the planning phase and throughout the execution of the long-range plans to successfully fulfill the Projects Development Plan and associated program plans for citizen engagement and cultural enrichment for all Douglas County stakeholders.

Please feel free to contact me directly to discuss our request in greater detail and provide our team with the opportunity to immediately respond to any questions you may have.

Thank you for your continued leadership and consideration of Cherokee Ranch & Castle Foundation.

Respectfully submitted.

James Holmes

James A. Holmes
Executive Director

2025 Scorecard Results

PROJECT	REQUESTED AMOUNT	CREDENTIAL	SCORE	Potential Max Score	COMMENTS
Cherokee Ranch Foundation (8 scorecards submitted)	$75,000	Property Conservation (Consider geographic feature, water & mineral rights, recreation features, native vegetation, and environmental constraints)	33	80	Already preserved by Douglas County. Provides unique opportunities for residence & outside implications to protect wildlife & botany. Noted importance by BoCC. Continue and enhance guided opportunities that do not have a negative effect on other conservation values. Need to amend and restate conservation easement prior to any funding approval to include roads and building envelopes, which currently area not subject to the conservation easement per paragraph 11. OFCE What are the conservation values in the conservation easement? Preserve natural environment, heritage, and history. 3400 acres. 12 acres around castle to balance conservation values, historic building Covenant sets vision. Buildings not protected under conservation easement. Was request limited to use of land? Building issues may need to be funded under historic preservation or C.E. may need to be amended to include the buildings. Could sell building + no control. This project is for an update of project plans and costs, some of which are anticipated to be open space related. Property already under a conservation easement. Access already limited to guided tours only.
		Public Accessibility and Population Use (Consider driving distance from population centers and if there is proper public access)	35	80	Best to carefully control access to prevent destruction. A private foundation currently not accountable. Making sure that expanded public access does not negatively impact other conservation values. Need more information on increased public access on lands and how this will impact the animals. Limited to public by appointments and private events. Need to extend public availability *40 weddings a year/$18k pay per year. Need to increase public availability (to a point). Limited public access but tries to encourage wildlife protection and minimize impact on land. Plan to increase public access by improving trail system. The survey will likely consider public access improvements. Location is near population centers in North part of county. Public access is limited to guided tours only consistent with the conservation easement.
		Public Safety (Consider National resources, public visitation, fire mitigation, trails, trailhead amenities, Ranger presence)	30	80	Unaddressed. Fire mitigation can be addressed by CPW or the US Forest Service. Potential need for fire mitigation. Keep limited access with guided hikes only. The survey will likely consider public safety. Public visitation limited to guided tours. History of wildfires in the area.
		Partnerships (Consider funding partnerships, supporters, and interest groups)	9	80	Impressive list of partners, i.e. archeology, water, etc. $50K Challenge grant is no guarantee. Organization such as the Douglas Conservation District can play a part. This makes for fair partnership. How much should COSAC/Douglas County fund a private jurisdiction? Wildlife rehab. Public-private partnership. Student archeology groups, heritage committee. No partnerships for funding are proposed. Property already managed by trust.
		Cost of Construction (Consider benefit to the OSNR program)	10	48	Majority of costs is for building preservation, not open space. Douglas County has already funded the conservation easement, $30 million in todays dollars. Partial funding requests beyond the $75K ask in $7MIL in conservation value in today's dollars. The Highlands ranch mansion is self sufficient in their funding, with 100 events per year. We own the CRCF? This funding precedent will encourage the HRMD to ask for funding as well. Update of historic surveys S/B under the umbrella of Historic Resources. Need to review conservation easement prior to providing funding. May want to consider an MOU or agreement with CRCF outlining how funds may be spent. Require annual report from CRCF re: fund expenditures. Should fund only open space projects. Should have specific request for open space funding requests. If one time ask 2nd ask of $500k is a bit much. A bit high of one ask for a private program that needs to become more mindful of expenses. Very worth helping, but an annual as us 1 time ask? Challenge grant/raise against to match. Small ask in consideration of county funds, but substantial of COSAC. The survey will update construction costs, however, the factors of the update is historic resource costs. Ongoing costs are relatively high. This is a one-time cost and ongoing costs.

Historic and Cultural Resources (Consider structures and other significant cultural attributes of the property)	19	48	Would score this higher! 8+++ Unending. Provides important building in Douglas County. Petrified wood of 55 million years. Concerts, guided hikes. Buildings are not part of conservation easement. Perhaps look at protections for building. Clearly a historic and cultural treasure. The Castle is a local attraction. There are lots of artifacts and other evidence from Native Americans.
Management and Maintenance Costs (Consider ongoing maintenance cost, staff, vendor costs, and equipment costs)	9	48	Worth every penny. Seems to be unsustainable. If funded-would like to see annual report on how funds have been spent. TBD, as this is a perpetual ask? Acknowledge expanding scope of BOG. Challenge grant for 3 year capital comp. The survey will likely include these factors. High ongoing maintenance costs and includes $ for additional staffing.
Network of Preserved Open Spaces (Consider trail connections, and wildlife corridors)	13	32	CRCF + Daniel's Park + Backcountry ? Into the backcountry Great connectivity to other conserved properties. While property is not accessible to public it preserves open space. Adjacent to Daniels Park and Highlands Ranch Backcountry for wildlife, not people. This is a key part of preserved open space, along with Daniels Park and HRCA's backcountry.
Wildlife Values and Critical Habitat (Consider the comprehensive plan section 9 wildlife resources, connection to other properties and important habitat)	13	32	Amazing variety of wildlife. Rather critical to wildlife sanctuary. Property is important to county, open space does have an active interest. Wildlife rehab. Important to wildlife. Protection of wildlife inventory regularly. Wildlife rehabilitation. 260 bluebird nesting boxes. Though not a ? of the survey, it will likely consider wildlife. Cherokee Ranch, along with Daniels Park and HRCA's backcountry is a large conserved wildlife area.
Scenic Views from the Roadway (Consider geological, topographic and vegetation features)	13	32	4++++ Beyond description. Amazing views of protected lands from castle. Not really visible from Santa Fe/Hwy 85. May be considered in the survey. Visible from Santa Fe Drive (US85) and Daniels Park Rd.
Educational Research and Contribution (Consider property data, geological, topographic and a vegetation features)	15	32	I've attended several events there and each is extremely well done. The "ask" is $75,000 for planning Tweet's "world class education center." The cattle is 100 years old. The 3395 acres offer extra ordinary historic, cultural & natural resources. $75k is a very small "ask" for such an extraordinary property. I strongly urge the BOCC to assist the Cherokee Ranch & Cattle Foundation. Even $500k is a great investment for Douglas County. Ongoing. I have participated in many events. Can prove value to public with increased tours of property. Educates public. Scenic infrastructure indigenous artifact documentation and potential for more. Livestock education grant from 4H. Engaging students. Survey will add to property data. Large amounts of petrified wood in the area. Plenty of evidence of indigenous people's presence in area.

Other Comments not under Criteria

Requested is funding to update project plans and cost estimates for projects envisioned at the ranch. There should be a more detailed listing of these projects before any funding is awarded. Perhaps this survey could be funded through a partnership of OSNR, Historic Preservation and Parks. OSNR could possibly contribute funding where trails, wildlife, and other natural resources are evaluated. Historic Preservation could contribute to the evaluation of historic structures, and possibly parks for any active recreational study components. Other partnerships, including from the CRCF, should be explored.

If this is to provide funding for foundation repairs for the Cherokee Castle, then the open space component is small compared with Historical Preservation.

2024 - COSAC Funding Requests - Capital Improvement Projects (CIP) Criteria and Scoring COSAC Member: Kathie Shandro			Project Name: Cherokee Ranch Foundation Project Origin: BOCC, COSAC, Cherokee Ranch & Castle Foundation Requested Amount: $75,000
Total Points	Criteria	Score	Comments
10	Property Conservation, Attributes, and Condition (Consider geographic features, water & mineral rights, recreation features, native vegetation, and environmental constraints)	10	
10	Public Accessibility and Population Use (Consider driving distance from population centers and if there is proper public access)	10	Best to carefully control access to prevent destruction.
10	Public Safety (Consider National resources, public visitation, fire mitigation, trails, trailhead amenities, Ranger presence)	10	
10	Partnerships (Consider funding partnerships, supporters, and interest groups)	10	Impressive list of partners; ie archeology, water, etc.
6	Cost of Construction (Consider benefit to the OSNR program)		N/A
6	Historic and Cultural Resources (Consider structures and other significant cultural attributes of the property)	6	Would score this higher!
6	Management and Maintenance Costs (Consider ongoing maintenance cost, staff, vendor costs, and equipment cost)	6	Worth every penny.
4	Network of Preserved Open Spaces (Consider trail connections, and wildlife corridors)	4	CRCF + Daniel's Park + Backcountry.
4	Wildlife Values and Critical Habitat (Consider the comprehensive plan section 9 wildlife resources, connection to other properties and critical habitat)	4	
4	Scenic Views from the Roadway (Consider geological, topographic and vegetation features)	4	
4	Educational and Research Contribution (Consider property data, geological, topographic and vegetation features)	4	I've attended several events there & each is extremely well done.

2024 - OSNR Funding Requests	Project Name: Cherokee Ranch & Castle Foundation
CIP	Project Origin: BOCC, COSAC, Cherokee Ranch & Castle Foundation
Criteria and Scoring	Requested Amount: $75,000
COSAC Member: Kathie Shandro	page 2

Individual Project Score	Comments
68.	

The "ask" is $75,000? for planning Tweet's "world class education center".

The Castle is 100 years old. The 3,395 acres offer extraordinary historic, cultural & natural resources. $75K is a very small "ask" for such an extraordinary property. I strongly urge the BOCC to assist the Cherokee Ranch & Castle Foundation.

Even $500K is a great investment for Douglas County.

2024 - COSAC Funding Requests - Capital Improvement Projects (CIP) Criteria and Scoring	Project Name: Cherokee Ranch Foundation
COSAC Member: Brian O'Malley	Project Origin: BOCC, COSAC, Cherokee Ranch & Castle Foundation
	Requested Amount: $75,000

Total Points	Criteria	Score	Comments
10	Property Conservation, Attributes, and Condition (Consider geographic features, water & mineral rights, recreation features, native vegetation, and environmental constraints)	10	Already preserved by Douglas County.
10	Public Accessibility and Population Use (Consider driving distance from population centers and if there is proper public access)	0	A ~~prova~~ private foundation currently not accountable.
10	Public Safety (Consider National resources, public visitation, fire mitigation, trails, trailhead amenities, Ranger presence)	0	unaddressed. Fire Mitigation can be addressed By CPW or the US Forest Service.
10	Partnerships (Consider funding partnerships, supporters, and interest groups)	5	#50k challenge grant is no guarantee. Organization ~~such~~ such as the Douglas Conservation District can play a part.
6	Cost of Construction (Consider benefit to the OSNR program)	2	majority of costs to for ~~preservation~~ building preservation, not open Spaces.
6	Historic and Cultural Resources (Consider structures and other significant cultural attributes of the property)	8+++	unending.
6	Management and Maintenance Costs (Consider ongoing maintenance cost, staff, vendor costs, and equipment cost)	3	Seems to be unsustainable
4	Network of Preserved Open Spaces (Consider trail connections, and wildlife corridors)	4	Buries into the Backcountry
4	Wildlife Values and Critical Habitat (Consider the comprehensive plan section 9 wildlife resources, connection to other properties and critical habitat)	4	amazing variety of wildlife
4	Scenic Views from the Roadway (Consider geological, topographic and vegetation features)	4+++	Beyond description
4	Educational and Research Contribution (Consider property data, geological, topographic and vegetation features)	4	ongoing. I have participated in many events

2024 - OSNR Funding Requests CIP Criteria and Scoring COSAC Member: Brian O'Malley	Project Name: Cherokee Ranch & Castle Foundation Project Origin: BOCC, COSAC, Cherokee Ranch & Castle Foundation Requested Amount: $75,000 page 2
Individual Project Score	Comments
44	Douglas County has already funded the conservation easement, $30 million in today's $'s. ~~Partial~~ partial funding requests beyond the $75k ask is $7 million over the next 14 yrs, on top of the $30 million in Conservation value in today's dollars. The Highlands Ranch Mansion is self sufficient in this funding, with 100 events per yr. We can't the CRCF? This funding precedent will encourage the HRMD to ask for funding as well. Update of historic surveys 9/B under the umbrella of Historic Resources.

2024 - COSAC Funding Requests - Capital Improvement Projects (CIP) Criteria and Scoring			Project Name: Cherokee Ranch Foundation Project Origin: BOCC, COSAC, Cherokee Ranch & Castle Foundation Requested Amount: $75,000
COSAC Member: Patti Hostetler			
Total Points	Criteria	Score	Comments
10	Property Conservation, Attributes, and Condition (Consider geographic features, water & mineral rights, recreation features, native vegetation, and environmental constraints)	10	Continue and enhance guided opportunities that do not have a Negative effect on other Conservation values
10	Public Accessibility and Population Use (Consider driving distance from population centers and if there is proper public access)	10	making sure that expanded public access does not Negatively impact other Conservation values
10	Public Safety (Consider National resources, public visitation, fire mitigation, trails, trailhead amenities, Ranger presence)	7	
10	Partnerships (Consider funding partnerships, supporters, and interest groups)	2	
6	Cost of Construction (Consider benefit to the OSNR program)	3	Need to review conservation ease ment prior to providing funding.
6	Historic and Cultural Resources (Consider structures and other significant cultural attributes of the property)	6	
6	Management and Maintenance Costs (Consider ongoing maintenance cost, staff, vendor costs, and equipment cost)	3	If funded - would like to see annual report on How funds have been spent.
4	Network of Preserved Open Spaces (Consider trail connections, and wildlife corridors)	4	Great connectivity to othe Conserved properties
4	Wildlife Values and Critical Habitat (Consider the comprehensive plan section 9 wildlife resources, connection to other properties and critical habitat)	4	
4	Scenic Views from the Roadway (Consider geological, topographic and vegetation features)	4	
4	Educational and Research Contribution (Consider property data, geological, topographic and vegetation features)	4	

2024 - OSNR Funding Requests	Project Name: Cherokee Ranch & Castle Foundation
CIP	Project Origin: BOCC, COSAC, Cherokee Ranch & Castle Foundation
Criteria and Scoring	Requested Amount: $75,000
COSAC Member: Patti Hostetler	page 2

Individual Project Score	Comments
57	Need to amend and restate Conservation easement prior to any funding approval to include Roads and building envelopes, which currently are not subject to the conservation easment per Paragraph 11. of CE

may want to consider an MOU or agreement with CRCF outlining how funds may be spent.

Require annual report from CRCF re fund expenditures.

2024 - COSAC Funding Requests - Capital Improvement Projects (CIP) Criteria and Scoring

COSAC Member: Jay Sage

Project Name: Cherokee Ranch Foundation
Project Origin: BOCC, COSAC, Cherokee Ranch & Castle Foundation
Requested Amount: $75,000

Total Points	Criteria	Score	Comments
10	Property Conservation, Attributes, and Condition (Consider geographic features, water & mineral rights, recreation features, native vegetation, and environmental constraints)	5	
10	Public Accessibility and Population Use (Consider driving distance from population centers and if there is proper public access)	3	~~Without Be Increasing Public Access to open lands~~
10	Public Safety (Consider National resources, public visitation, fire mitigation, trails, trailhead amenities, Ranger presence)	0	
10	Partnerships (Consider funding partnerships, supporters, and interest groups)	8	
6	Cost of Construction (Consider benefit to the OSNR program)	0	
6	Historic and Cultural Resources (Consider structures and other significant cultural attributes of the property)	6	
6	Management and Maintenance Costs (Consider ongoing maintenance cost, staff, vendor costs, and equipment cost)	6	
4	Network of Preserved Open Spaces (Consider trail connections, and wildlife corridors)	4	
4	Wildlife Values and Critical Habitat (Consider the comprehensive plan section 9 wildlife resources, connection to other properties and critical habitat)	4	
4	Scenic Views from the Roadway (Consider geological, topographic and vegetation features)	4	
4	Educational and Research Contribution (Consider property data, geological, topographic and vegetation features)	4	

$30m
12 Acres
3400
1 KE
+ UC Centra
- HR wks
55 years
limited Access

Tweet
BLUE-
Bird
3 yrs.

$96,687

what is the funding Request

$160,000

CV/0

2024 - OSNR Funding Requests CIP Criteria and Scoring COSAC Member: Jay Sage	Project Name: Cherokee Ranch & Castle Foundation Project Origin: BOCC, COSAC, Cherokee Ranch & Castle Foundation Requested Amount: $75,000 page 2
Individual Project Score	Comments
44	should fund only open space projects. What are the conservation values in the conservation Easement? Need more information on Increased public access on lands and how this will impact the animals. Should have specific request for open space funding requests.

2024 - COSAC Funding Requests - Capital Improvement Projects (CIP) Criteria and Scoring	Project Name: Cherokee Ranch Foundation
COSAC Member: Tom Rundell	Project Origin: BOCC, COSAC, Cherokee Ranch & Castle Foundation Requested Amount: $75,000

Total Points	Criteria	Score	Comments
10	Property Conservation, Attributes, and Condition (Consider geographic features, water & mineral rights, recreation features, native vegetation, and environmental constraints)	9	Provides unique opportunities for resd + ~~[illegible]~~ outside Imp to protect wildlife & botany Noted importance by BOC
10	Public Accessibility and Population Use (Consider driving distance from population centers and if there is proper public access)	3	Ltd to public by apts & private events. Need to extend public availability * i/o weddings a yr / 18K PAX per/yr
10	Public Safety (Consider National resources, public visitation, fire mitigation, trails, trailhead amenities, Ranger presence)	6 ~~5~~	Potential need for fire mitigation
10	Partnerships (Consider funding partnerships, supporters, and interest groups)	7	This makes for fair partnership. How ~~[illegible]~~ much should COSAC / Doug Co fund a private foundation? Wildlife refuge
6	Cost of Construction (Consider benefit to the OSNR program)	5	~~[illegible]~~ If one time ask. 2nd ask ? $500K is a bit much
6	Historic and Cultural Resources (Consider structures and other significant cultural attributes of the property)	6	Provides important Bldg in Doug Co
6	Management and Maintenance Costs (Consider ongoing maintenance cost, staff, vendor costs, and equipment cost)	2	TBD, is this a perpetual ask? Acknowledge expanding scope of BOG
4	Network of Preserved Open Spaces (Consider trail connections, and wildlife corridors)	4	While property is not accs to public it preserves open space
4	Wildlife Values and Critical Habitat (Consider the comprehensive plan section 9 wildlife resources, connection to other properties and critical habitat)	4	Rather critical to wildlife sanctuary
4	Scenic Views from the Roadway (Consider geological, topographic and vegetation features)	3	
4	Educational and Research Contribution (Consider property data, geological, topographic and vegetation features)	3	Can prove value to public w/ increased tours of property

2024 - OSNR Funding Requests CIP Criteria and Scoring COSAC Member: Tom Rundell	Project Name: Cherokee Ranch & Castle Foundation Project Origin: BOCC, COSAC, Cherokee Ranch & Castle Foundation Requested Amount: $75,000 page 2
Individual Project Score	Comments
52~~53~~/74	A bit high of an ask for a private program that needs to become more mindful of expenses, Very worth ~~to~~ helping. But in annual ask us 1 time ask? Property is important to County, open space does have an active interest. Wildlife rehab Challenge grant/$ raise against to match. Small ask in consideration of Co funds, but substantial of COSAC Need to increase public availability (to a point) Important to wildlife

2024 - COSAC Funding Requests - Capital Improvement Projects (CIP) Criteria and Scoring COSAC Member: Elizabeth Snow			Project Name: Cherokee Ranch Foundation Project Origin: SOCC, COSAC, Cherokee Ranch & Castle Foundation Requested Amount: $75,000
Total Points	Criteria	Score	Comments
10	Property Conservation, Attributes, and Condition (Consider geographic features, water & mineral rights, recreation features, native vegetation, and environmental constraints)	10	preserve natural environment, heritage and history. 3400 acres. 12 acres around castle to balance conservation values, historic building. Covenant sets vision
10	Public Accessibility and Population Use (Consider driving distance from population centers and if there is proper public access)	2 5	~~none~~ limited public access. but tries to encourage wildlife protection and minimize impact on land. plan to increase public access by improving trail system.
10	Public Safety (Consider National resources, public visitation, fire mitigation, trails, trailhead amenities, Ranger presence)		keep limited access with guided hikes only.
10	Partnerships (Consider funding partnerships, supporters, and interest groups)		public – private partnership student archeology groups heritage committee
6	Cost of Construction (Consider benefit to the OSNR program)		n/a
6	Historic and Cultural Resources (Consider structures and other significant cultural attributes of the property)	6	petrified wood of 55 million years concerts, guided hikes buildings are not part of conservation easement. perhaps look at protections for buildings
6	Management and Maintenance Costs (Consider ongoing maintenance cost, staff, vendor costs, and equipment cost)		Challenge grant for 3 year capital campa
4	Network of Preserved Open Spaces (Consider trail connections, and wildlife corridors)	3	adjacent to Daniels Park and Highlands Ranch Backcountry for wildlife, not people
4	Wildlife Values and Critical Habitat (Consider the comprehensive plan section 9 wildlife resources, connection to other properties and critical habitat)	4	protection of wildlife. inventory regularly wildlife rehabilitation 260 bluebird nesting boxes
4	Scenic Views from the Roadway (Consider geological, topographic and vegetation features)		amazing views of protected lands from castle. not really visible from Santa Fe / Hwy 85
4	Educational and Research Contribution (Consider property data, geological, topographic and vegetation features)	4	educated public. science institute, indigenous artifact documentation + potential for more. livestock education grant from 4-H. Engaging students

buildings not protected under Conserv. easement. was request limited to use of land? building issues may need to be funded under historic preservation or C.E. may need to be amended to include the buildings. Could sell buildings + no control.

2 requested amounts

in order for me to rate higher need more affordable access

2024 - COSAC Funding Requests - Capital Improvement Projects (CIP) Criteria and Scoring COSAC Member: Jennifer Drybread			Project Name: Cherokee Ranch Foundation Project Origin: BOCC, COSAC Requested Amount: $75,000
Total Points	Criteria	Score	Comments
10	Property Conservation, Attributes, and Condition (Consider geographic features, water & mineral rights, recreation features, native vegetation, and environmental constraints)	7	This project is for an update of project plans + costs, some of which are anticipated to be open space related.
10	Public Accessibility and Population Use (Consider driving distance from population centers and if there is proper public access)	7	The survey will likely consider public access improvements
10	Public Safety (Consider National resources, public visitation, fire mitigation, trails, trailhead amenities, Ranger presence)	7	The survey will likely consider public safety
10	Partnerships (Consider funding partnerships, supporters, and interest groups)	0	No partnerships for funding are proposed.
6	Cost of Construction (Consider benefit to the OSNR program)	7	The survey will update construction costs, however, the focus of the update is historic resource costs.
6	Historic and Cultural Resources (Consider structures and other significant cultural attributes of the property)	6	
6	Management and Maintenance Costs (Consider ongoing maintenance cost, staff, vendor costs, and equipment cost)	5	The survey will likely include these factors.
4	Network of Preserved Open Spaces (Consider trail connections, and wildlife corridors)	NA	
4	Wildlife Values and Critical Habitat (Consider the comprehensive plan section 9 wildlife resources, connection to other properties and critical habitat)	3	Though not a focus of the survey, it will likely consider wildlife.
4	Scenic Views from the Roadway (Consider geological, topographic and vegetation features)	3	May be considered in the survey.
4	Educational and Research Contribution (Consider property data, geological, topographic and vegetation features)	4	Survey will add to property data.

2024 - OSNR Funding Requests	Project Name: Cherokee Ranch Foundation
CIP	Project Origin: BOCC, COSAC
Criteria and Scoring	Requested Amount: $75,000
COSAC Member: Jennifer Drybread	page 2

Individual Project Score	Comments

Requested is funding to update project plans and cost estimates for projects envisioned at the ranch. There should be a more detailed listing of these projects before any funding is awarded.

Perhaps this survey could be funded through a partnership of OSNR, Historic Preservation, & Parks. OSNR could possibly contribute funding where trails, wildlife, and other natural resources are evaluated. Historic Preservation could contribute to the evaluation of historic structures, and possibly Parks for any active recreational study components. Other partnerships, including from the CRCF, should be explored.

2024 - OSNR Funding Requests - External Criteria and Scoring COSAC Member: JIM GUERRA			Project Name: CHEROKEE RANCH FOUNDATION Project Origin: BOCC, COSAC, Public, Other Municipalities Requested Amount:
Total Points	**Criteria**	**Score**	**Comments**
10	Property Conservation, Attributes, and Condition (Consider geographic features, water & mineral rights, recreation features, native vegetation, and environmental constraints)	5	Property already under a C.E. Access already limited to guided tours only
10	Partnerships (Consider funding partnerships, supporters, and interest groups)	4	Property already managed by trust.
10	Public Safety (Consider National resources, public visitation, fire mitigation, trails, trailhead amenities, Ranger presence)	4	Public visitation limited to guided tours. History of wildfires in the area.
10	Public Accessibility and Population Use (Consider driving distance from population centers and if there is proper public access)	5	Location is near population centers in north part of county. Public access is limited to guided tours only consistent with the conservation easement
6	Cost of Funding (Consider if it is a one-time cost or ongoing)	1	-ongoing costs are relatively high -this is a one-time cost AND ongoing costs
6	Historic and Cultural Resources (Consider structures and other significant cultural attributes of the property)	6	clearly a historic and cultural treasure. The Castle is a local attraction There are lots of artifacts + other evidence from native Americans
6	Management and Maintenance Costs (Consider ongoing maintenance cost, staff, vendor costs, and equipment costs)	2	high ongoing maintenance costs, and includes $ for additional staffing
4	Network of Preserved Open Spaces (Consider trail connections, and wildlife corridors)	4	this is a key part of preserved open space, along with Daniels Park + HRCA's Backcountry
4	Wildlife Values and Critical Habitat (Consider the comprehensive plan section 9 wildlife resources, connection to other properties and important habitat)	4	Cherokee Ranch, along with Daniels Park and HRCA's Backcountry is a large conserved wildlife area
4	Scenic Views from the Roadway (Consider geological, topographic and vegetation features)	4	Visible from Santa Fe Dr (US 85) and Daniels Park Rd.
4	Educational Research (Consider property data, geological, topographic and vegetation features)	3	Large amounts of petrified wood in the area. Plenty of evidence of indigenous peoples presence in area.

TOTAL SCORE 42

if this is to provide funding for foundation repairs for the Cherokee Castle, then the Open Space component is small compared with Historical Preservation

2024 - External Historic Resources Funding Requests Criteria and Scoring			Project Name: Cherokee Ranch and Castle Project Origin: BOCC, Advisory Board, Public, Other Municipalities Requested Amount: $75K	
Total Points	**Criteria**	**Points**	**Score**	**Comments**
10	Historic Significance	0 = No discernible historic significance 5 = Potential landmark site with role in County historic narrative 9 = Landmarked or in historic register, major role in County historic narrative 10 = Landmarked and in historic register, major role in County historic narrative sites or contributing value to Conservation Easement 1994	10	
9	Disrepair/Urgency	0 = No urgent need to act to preserve 5 = Risk of degredation but urgent needs have been addressed 9 = Virtually certain to experience major damage/collapse within next 12 months	5	
8	Outside Funding Opportunities	0 = No opportunities 5 = One outside funding opportunity identified 8 = Multiple outside funding opportunities identified	8	
7	Public Access Benefits	0 = No opportunities 5 = Opportunities for regular guided public access 7 = Opportunities for daily public access	5	
6	Partnership with Historical Societies or External Organizations	0 = No partnerships 2 = Working closely with 1 external organization 6 = Working closely with 3+ external organizations	6	
5	Collaboration with other Department	0 = No collaboration opportunities 4 = Synergy with Open Space or Parks for joint project 5 = Synergy with Open Space and Parks for joint project, BCC level PR	5	
4	Shovel/Trowel Ready	0 = 9+ months of up front work needed to get started 2 = 6-9 months of up front work needed to get started 3 = 1-6 months of up front work needed to get started 4 = Project can start immediately	4	
3	Can it wait?	0 = Opportunity can wait 12 months 2 = Opportunity to act/obtain partnership funds will lessen within next 12 months 3 = Opportunity to act/obtain partnership funds will close within next 12 months	2	
2	District Balance	0 = District has larger than average share of HP projects/dollars 1 = District has average quantity of HP projects/dollars 2 = District is underrepresented with HP projects/dollars	0	
			45	**Total Score**

2024 - Historic Resources Requests External Criteria and Scoring	**Project Name: Cherokee Ranch and Castle** **Project Origin:** BOCC, Advisory Board, Public, Other Municipalities **Requested Amount:**
Page 2	
Project Score	**Comments**
	a great site! Their projected needs would blow away the annual PPRIOS + HPB budget, so this partnership would need to be evaluated at a higher level.

We'd like to maintain #HPB funds for small groups/small projects and for the County projects. (I know they're aggressively developing their fund raising. That should go forward for sure.)

George P.

2024 - External Historic Resources Funding Requests Criteria and Scoring			Project Name: Cherokee Ranch and Castle Project Origin: BOCC, Advisory Board, Public, Other Municipalities Requested Amount:	
Total Points	**Criteria**	**Points**	**Score**	**Comments**
10	Historic Significance	0 = No discernible historic significance 5 = Potential landmark site with role in County historic narrative 9 = Landmarked or in historic register, major role in County historic narrative 10 = Landmarked and in historic register, major role in County historic narrative sites or contributing value to Conservation Easement	10	
9	Disrepair/Urgency	0 = No urgent need to act to preserve 5 = Risk of degredation but urgent needs have been addressed 9 = Virtually certain to experience major damage/collapse within next 12 months	5	
8	Outside Funding Opportunities	0 = No opportunities 5 = One outside funding opportunity identified 8 = Multiple outside funding opportunities identified	8	
7	Public Access Benefits	0 = No opportunities 5 = Opportunities for regular guided public access 7 = Opportunities for daily public access	5	
6	Partnership with Historical Societies or External Organizations	0 = No partnerships 2 = Working closely with 1 external organization 6 = Working closely with 3+ external organizations	6	
5	Collaboration with other Department	0 = No collaboration opportunities 4 = Synergy with Open Space or Parks for joint project 5 = Synergy with Open Space and Parks for joint project, BCC level PR	5	
4	Shovel/Trowel Ready	0 = 9+ months of up front work needed to get started 2 = 6-9 months of up front work needed to get started 3 = 1-6 months of up front work needed to get started 4 = Project can start immediately	4	
3	Can it wait?	0 = Opportunity can wait 12 months 2 = Opportunity to act/obtain partnership funds will lessen within next 12 months 3 = Opportunity to act/obtain partnership funds will close within next 12 months	2	
2	District Balance	0 = District has larger than average share of HP projects/dollars 1 = District has average quantity of HP projects/dollars 2 = District is underrepresented with HP projects/dollars	0	
			45	**Total Score**

George P.

2024 - Historic Resources Requests External Criteria and Scoring	Project Name: Cherokee Ranch and Castle Project Origin: BOCC, Advisory Board, Public, Other Municipalities Requested Amount:
Page 2	
Project Score	**Comments**
	Cherokee Ranch is a major landmark in The County. There appears to be a number of funding sources for The work to be done and good possibilities for collaboration with other departments. I believe That HPB funds can help partially fund The projects.

2024 - External Historic Resources Funding Requests			Project Name: Cherokee Ranch and Castle	
			Project Origin: BOCC, Advisory Board, Public, Other Municipalities	
Criteria and Scoring			Requested Amount: 75,000	
Total Points	Criteria	Points	Score	Comments
10	Historic Significance	0 = No discernible historic significance 5 = Potential landmark site with role in County historic narrative 9 = Landmarked or in historic register, major role in County historic narrative 10 = Landmarked and in historic register, major role in County historic narrative sites or contributing value to Conservation Easement	10	Very Significant Landmark Very Different Model than others - Active Business
9	Disrepair/Urgency	0 = No urgent need to act to preserve 5 = Risk of degredation but urgent needs have been addressed 9 = Virtually certain to experience major damage/collapse within next 12 months	5	
8	Outside Funding Opportunities	0 = No opportunities 5 = One outside funding opportunity identified 8 = Multiple outside funding opportunities identified	8	Q — do they want Sook each year? or Total Sook over 5yrs
7	Public Access Benefits	0 = No opportunities 5 = Opportunities for regular guided public access 7 = Opportunities for daily public access	5	~~Funding this may~~ prevent giving to other smaller entities that also need $
6	Partnership with Historical Societies or External Organizations	0 = No partnerships 2 = Working closely with 1 external organization 6 = Working closely with 3+ external organizations	6	Feel like Cherokee Ranch ~~needs more public Access~~ events - Free
5	Collaboration with other Department	0 = No collaboration opportunities 4 = Synergy with Open Space or Parks for joint project 5 = Synergy with Open Space and Parks for joint project, BCC level PR	5	
4	Shovel/Trowel Ready	0 = 9+ months of up front work needed to get started 2 = 6-9 months of up front work needed to get started 3 = 1-6 months of up front work needed to get started 4 = Project can start immediately	4	Ready to Go
3	Can it wait?	0 = Opportunity can wait 12 months (2) = Opportunity to act/obtain partnership funds will lessen within next 12 months 3 = Opportunity to act/obtain partnership funds will close within next 12 months	2	
2	District Balance	0 = District has larger than average share of HP projects/dollars 1 = District has average quantity of HP projects/dollars 2 = District is underrepresented with HP projects/dollars	0	
			45	Total Score

2024 - Historic Resources Requests External Criteria and Scoring Page 2	Project Name: Cherokee Ranch and Castle Project Origin: BOCC, Advisory Board, Public, Other Municipalities Requested Amount: 75,000
Project Score	Comments
45	Very Significant Landmark that over time will be asking For a LARGE amount of Funding. I Recommend Funding with the reservation that open space Fund half.

2024 - External Historic Resources Funding Requests Criteria and Scoring			Project Name: Cherokee Ranch and Castle Project Origin: BOCC, Advisory Board, Public, Other Municipalities Requested Amount: $ 75,000.	
Total Points	**Criteria**	**Points**	**Score**	**Comments**
10	Historic Significance	0 = No discernible historic significance 5 = Potential landmark site with role in County historic narrative 9 = Landmarked or in historic register, major role in County historic narrative 10 = Landmarked and in historic register, major role in County historic narrative sites or contributing value to Conservation Easement	10	
9	Disrepair/Urgency	0 = No urgent need to act to preserve 5 = Risk of degredation but urgent needs have been addressed 9 = Virtually certain to experience major damage/collapse within next 12 months	~~4~~ 5	
8	Outside Funding Opportunities	0 = No opportunities 5 = One outside funding opportunity identified 8 = Multiple outside funding opportunities identified	8	SC70 - 400 cows annually cattle operation
7	Public Access Benefits	0 = No opportunities 5 = Opportunities for regular guided public access 7 = Opportunities for daily public access	5	
6	Partnership with Historical Societies or External Organizations	0 = No partnerships 2 = Working closely with 1 external organization 6 = Working closely with 3+ external organizations	6	
5	Collaboration with other Department	0 = No collaboration opportunities 4 = Synergy with Open Space or Parks for joint project 5 = Synergy with Open Space and Parks for joint project, BCC level PR	5	
4	Shovel/Trowel Ready	0 = 9+ months of up front work needed to get started 2 = 6-9 months of up front work needed to get started 3 = 1-6 months of up front work needed to get started 4 = Project can start immediately	4	
3	Can it wait?	0 = Opportunity can wait 12 months 2 = Opportunity to act/obtain partnership funds will lessen within next 12 months 3 = Opportunity to act/obtain partnership funds will close within next 12 months	2	
2	District Balance	0 = District has larger than average share of HP projects/dollars 1 = District has average quantity of HP projects/dollars 2 = District is underrepresented with HP projects/dollars	0	
			45	**Total Score**

2024 - Historic Resources Requests External Criteria and Scoring Page 2	Project Name: Cherokee Ranch and Castle Project Origin: BOCC, Advisory Board, Public, Other Municipalities Requested Amount: $ 75,000.00
Project Score	**Comments**
45	1. Recommend $ 37,500.00. 2. Per pg 3 of letter addressed to Doug DeBoard, I feel that having a County Commissioner sitting on the Foundation Board would be a conflict of interest. 3. I feel that CRCT asking the County to fully fund their project in the amount of $500,000 is unfair to the smaller organizations. CRCT has the ability to fund raise on a much larger scale than the smaller organizations do. I feel that the PTITROS grant fund was established to help the smaller orginations who do not have the ability to fund raise on a large scale.

EXHIBIT B

Project:

$75,000 – To engage consultant(s) to complete an assessment and identify the comprehensive historic preservation work to be completed.

$150,000 to $250,000 – For structural and concrete repairs to the west side (rear) of the Castle, including stairways.

$100,000 to $150,000 – For interior repairs and decor replacements within the Castle.

$100,000 to $150,000 – For installation of fencing as part of the USDA/NRCS conservation plan for wildlife and rotational grazing plan.

$50,000 to $75,000 – For exterior painting of the Castle and surrounding structures.

$75,000 to $100,000 – For roofing and awning repairs at the Castle.

Total Project costs will not exceed $575,000

MEETING DATE: July 22, 2025

STAFF PERSON RESPONSIBLE: Tim Hallmark, Director, FFESS

DESCRIPTION: Commercial Lease Agreement Between Douglas County Board of County Commissioners and Sedalia Land Company for Leased Property at 6046-6142 US Highway 85, Sedalia, CO 80135.

SUMMARY: The property has been identified as the preferred location for the Biochar Facility, along with Slash/Mulch operations, Composting, PWOPS stockpiles, and future Road and Bridge Maintenance Facilities. The site's strategic location provides convenient access for County residents and enables the efficient deployment of critical services by PWOPS Operations.

Staff recommends that the County enter a 5-year lease with a 5-year renewal and purchase option for the 30+ Acre property located at 6046-6142 US Highway 85, Sedalia, CO 80135. The annual lease rate starting August 2025 will be $105,000 annually.

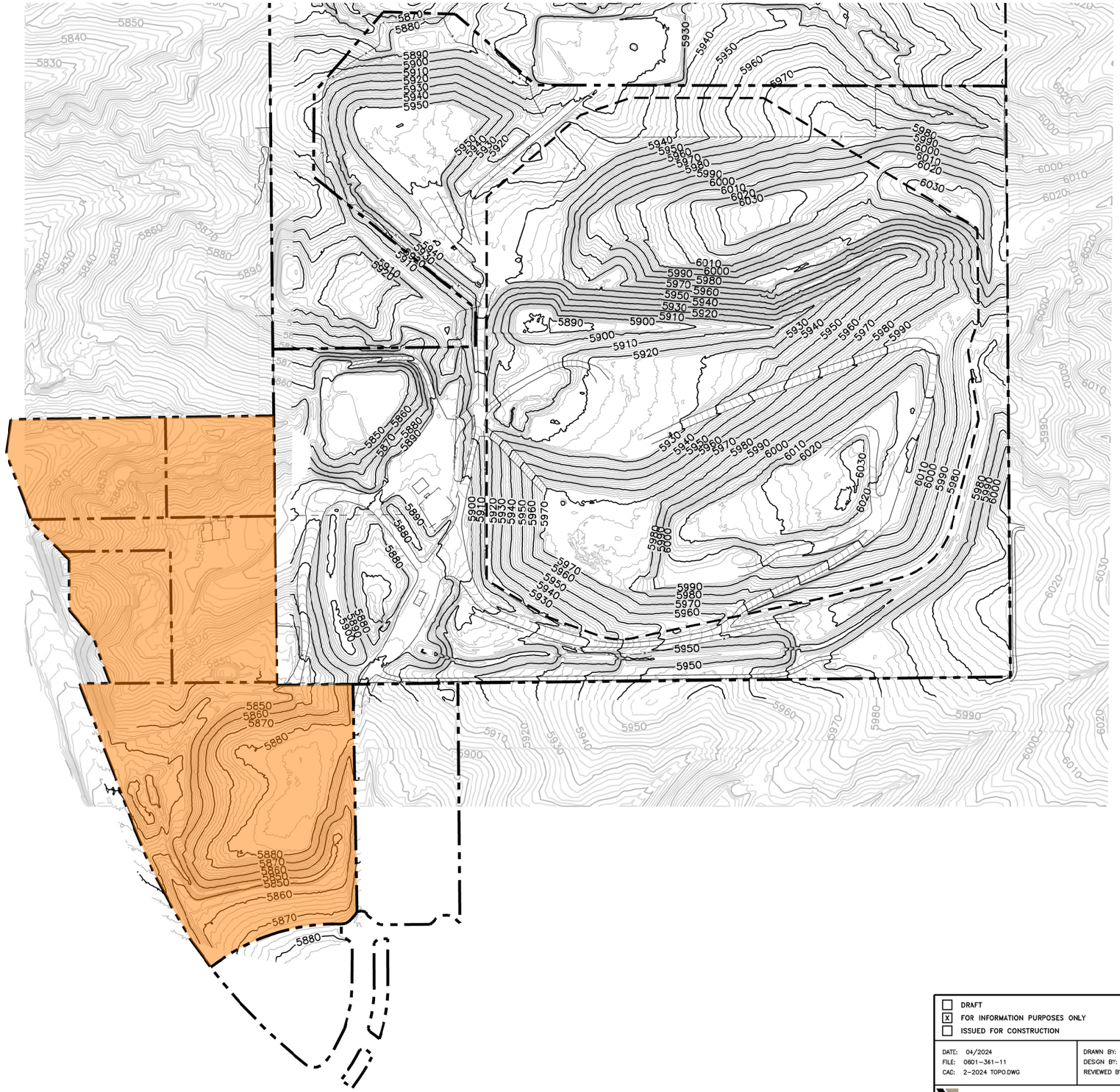
RECOMMENDED ACTION: Approval of a 5-year Property Lease Agreement between the Douglas County Board of County Commissioners and Sedalia Land Company for Leased Property at 6046-6142 US Highway 85, Sedalia, CO 80135.

REVIEW:

Tim Hallmark	Approve	7/11/2025
Jeff Garcia	Approve	7/16/2025
Andrew Copland	Escalated	7/18/2025
Christie Guthrie	Approve	7/18/2025
Doug DeBord	Approve	7/18/2025

ATTACHMENTS:

Draft Exhibit A - Lease Premises(33967031.1)
Clean Draft Lease Agreement Sedalia Land(33629805.7)



LEGEND

- PROPERTY BOUNDARY
- PERMITTED LIMIT OF WASTE
- 6050 — PERMITTED TOP OF FINAL COVER GRADES
- 6000 — COMPOSITE TOPOGRAPHY (SEE NOTE 1)
- POTENTIAL LEASE PROPERTIES

NOTES:

1. 2024 TOPOGRAPHY PROVIDED BY FIRMATEK COMPILED FROM AERIAL PHOTOGRAPHY FLOWN APRIL 2, 2024.
2. COMPOSITE TOPOGRAPHY IS A COMPOSITE OF 2008, 2012 THROUGH 2015, 2018, AND 2019 SURVEYS.

DRAFT

P:\Solid waste\WC\Sedalia\Conceptual\Potential Lease Properties.dwg, jedwards, 1:2

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- [ ] DRAFT
- [x] FOR INFORMATION PURPOSES ONLY
- [ ] ISSUED FOR CONSTRUCTION

DATE: 04/2024
FILE: 0601-361-11
CAD: 2-2024 TOPO.DWG
DRAWN BY: SRF
DESIGN BY: JAE
REVIEWED BY: JAE

Weaver Consultants Group

PREPARED FOR
WASTE CONNECTIONS

REVISIONS

NO.	DATE	DESCRIPTION

SITE PLAN

SEDALIA RECYCLING CENTER AND DEPOSITORY
DOUGLAS COUNTY, COLORADO

WWW.WCGRP.COM

FIGURE 1

LEASE AGREEMENT
DOUGLAS COUNTY AND Sedalia Land Company

THIS LEASE AGREEMENT ("Agreement") is made on _____ 2025 ("Effective Date"), between Sedalia Land Company (the "Landlord"), and the Board of County Commissioners for the County of Douglas, State of Colorado (the "Tenant"). In consideration of the payment of the Rent and the performance of the covenants and agreements by the Tenant set forth below, the Landlord does hereby lease to the Tenant the following described property situated in the County of Douglas, in the State of Colorado, with a street address of 6046-6142 US Highway 85, Sedalia, CO 80135 (the "Premises"), and as depicted on Exhibit A.

TO HAVE AND TO HOLD the same with all the appurtenances unto the said Tenant from twelve o'clock noon on the Effective Date, and until twelve o'clock noon on the fifth (5^{th}) anniversary of the Effective Date (the "Lease Term"), subject to either the Lease Option or the Purchase Option detailed below in Section 18, at and for a rental rate, payable in annual installments, as follows:

> On the Effective Date and on the year anniversary of the Effective Date each following year Tenant will pay Landlord initial annual rent of One Hundred and Five Thousand and No/100 Dollars ($105,000.00 USD), which shall be adjusted annually by Landlord with the Denver-Aurora-Lakewood Consumer Price Index (the "Rent").

All Rent should be paid, without prompting or notice by Landlord, to the office of the Landlord attention:

Sedalia Land Company
Attention: District Manager
5970 US Highway 85
Sedalia, CO 80135

The Tenant, in consideration of the leasing of the Premises, agrees as follows:

1. To pay the Rent for the Premises described above.

2. To keep the improvements on the Premises in reasonable condition and, at the expiration of this Agreement, to surrender the Premises to Landlord (including any existing or new structures or buildings) in as good a condition as when the Tenant entered the Premises, loss by fire, inevitable accident, and ordinary wear excepted. Tenant shall have the right, at its sole expense, to store or install its own machinery, fixtures, furniture, systems, equipment and other personal property ("Personal Property"). Tenant shall have the right to remove the Personal Property at any time prior to the expiration or earlier termination of this Agreement. Any of Tenant's Personal Property not removed from the Premises within sixty (60) days the date the Agreement terminates or expires shall be deemed abandoned and shall automatically become the property of Landlord. Tenant also agrees to keep the entire exterior

Premises free from all litter, dirt, debris, weeds, and obstructions, and to keep the Premises in a clean and sanitary condition as required by the ordinances of Douglas County. Tenant shall comply with all "Environmental Laws" (meaning all laws governing the use, storage, disposal or generation of any hazardous materials, including the Comprehensive Environmental Response Compensation and Liability Act of 1980, as amended, and the Resource Conservation and Recovery Act of 1976, as amended) and prudent industry practice pertaining to Tenant's use of the Premises relating to the presence, treatment, storage, handling, transportation, disposal, release or management of any hazardous materials as defined in the Environmental Laws.

3. The Landlord authorizes the Tenant to remove existing structures and to allow overlot grading and use of the site as described under Section 5 below.

4. To sublet no part of the Premises and not assign this Agreement or any interest therein without the prior written consent of the Landlord.

5. To use the Premises only as appropriate for the operation of Douglas County, Colorado government entities and storage of items appropriate and necessary for the pursuit of legitimate governmental goals and services and for no purposes prohibited by the laws of the United States or the State of Colorado, or of the ordinances of Douglas County, and for no improper or questionable purposes whatsoever, and to neither permit nor suffer any disorderly conduct, noise, or nuisance tending to annoy or disturb any persons occupying adjacent Premises. Tenant may use the Premises for (i) slash mulch and biochar storage, (ii) composting operations, (iii) manufacturing, (iv) distribution, (v) storage of bulk asphalt millings, concrete debris, aggregate, riprap and sand, (vi) concrete crushing, (vii) other public works functions, and (viii)for the parking and maintenance of Tenant-owned vehicles. Tenant may perform earthwork and construct detention ponds and other drainage improvements including culverts and inlets, and perform paving, based on plans currently in development, as approved by the Landlord. These approved improvements may be left in place at the end of the lease if the purchase option is not exercised. If, upon the earlier of the expiration or termination of the Agreement, Tenant does not exercise the Purchase Option to purchase the Premises, any permits or other approvals obtained by Tenant during the Lease Term to permit Tenant's uses for their activities shall be assigned by Tenant to Landlord within sixty (60) days.

6. To permit the Landlord to place a "For Rent" card or sign upon the said Premises at any time after sixty (60) days before the end of the Lease Term.

7. To allow the Landlord to enter the Premises at any reasonable hour so long as the Landlord provides notice in advance of such entry. This notice requirement shall not apply in the event of any urgent situation that may require access to avoid damage to the structure or contents of the improvements.

8. To pay all real and personal property taxes (or apply for exemptions for the same as Tenant is a governmental entity) and utility charges including, but not limited to, those associated with water, sewer, power, heat, cooling, telephone/cable, lighting, and security where said Premises are located. Tenant hereby acknowledges and agrees that Landlord shall not have any obligation or liability with respect to the provision of utility

services to the Premises, any costs with respect thereto and/or the interruption of any such utility service unless interruption of such services is directly caused by intentional or reckless act or omission of the Landlord.

IT IS EXPRESSLY UNDERSTOOD AND AGREED BETWEEN THE LANDLORD AND THE TENANT AS FOLLOWS:

9. Any payment of Tenant, or acceptance by Landlord, of a lesser amount than due shall be treated only as a payment on account.

10. Upon execution of this Agreement, Tenant paid to Landlord and Landlord acknowledges receipt of a deposit in the amount of One Hundred and Five Thousand and No/100 Dollars ($105,000.00 USD) to be held by the Landlord for the faithful performance of all of the terms, conditions, and covenants of this Agreement. The Landlord may apply the deposit to cure any default under the terms of this Agreement and shall account to the Tenant for the balance. The Tenant may not apply the deposit hereunder to the payment of the Rent reserved hereunder or the performance of other obligations, unless Tenant is in default of this Agreement for failure to pay Rent.

11. If Tenant fails or refuses to vacate and surrender the Premises on the expiration or earlier termination of the Lease Term, Landlord may, in its sole and absolute discretion, elect to treat such failure or refusal by Tenant as an automatic month-to-month holdover tenancy, subject to all the terms and conditions of this Agreement, except that the Rent payable per month on the first of the month during the holdover period shall be $10,000.00. The provisions of this Section shall not operate to limit Landlord's rights or remedies hereunder. Acceptance of holdover rent shall be deemed as Landlord's consent and acceptance of a renewal or extension of the Lease Term for an additional one month period, but not an acceptance of the Lease Option defined below. The terms and conditions of this Section shall survive the expiration or earlier termination of this Agreement.

12. If any payment required hereunder is not made within ten (10) days after payment is due, the Tenant will pay a monthly late charge of five percent (5%) of the outstanding balance.

13. In the event of a condemnation or other taking by any governmental agency, all proceeds shall be paid to the Landlord hereunder, the Tenant waiving all rights to such payments. Tenant expressly finds that, while this Agreement is in furtherance of a public purpose, Tenant may seek other alternative properties for its use and, as such, there is no public purpose under Tenant's powers of condemnation that would be legally legitimate as to the Premises for these same purposes as allowed in this Agreement. If Tenant exercise its condemnation powers during or after the Lease Term, in consideration for the ability to enter into this Agreement, Tenant agrees that the purchase price it will pay for the Premises will be three times the appraised fair market value.

14. This Agreement is made with the express understanding and agreement that, in the event the Tenant becomes insolvent, does not appropriate funds sufficient to fund its

obligations, or is declared bankrupt, then, in either event, the Landlord may declare this Agreement ended, and all rights of the Tenant hereunder shall terminate and cease.

15. The Tenant shall neither hold nor attempt to hold the Landlord, its agents, contractors, and employees liable for any injury, damage, claims, or loss to person or property occasioned by any accident, condition, or casualty to upon, or about the Premises including, but not limited to, defective wiring, the breaking or stopping of the plumbing or sewage upon the Premises, unless such accident, condition or casualty is directly caused by intentional or reckless act or omission of the Landlord.

16. This Agreement shall be binding on the parties, their personal representatives, successors, and assigns.

ADDITIONAL PROVISIONS

18. **TENANT OPTIONS AFTER LANDLORD CONTINGENCY SATISFIED:** During the initial five-year Lease Term, Landlord will seek to secure final, unappealable approval of the Certificate of Designation and all other entitlements, permits and approvals in Landlord's sole discretion in order to permit Landlord's desired landfill expansion at Landlord's neighboring property (the "Contingency"). Landlord shall provide Tenant with notice upon satisfaction of the Contingency, or shall provide six (6) months' notice to the Tenant prior to the end of the Lease Term that the Contingency has not been satisfied and thus, that the Lease Option and Purchase Option cannot be exercised. If the Contingency is met, Tenant may exercise one of the following options at the end of the Lease Term:

(A) LEASE OPTION: Contingent upon the Landlord Contingency being met, Tenant will have the option to extend the lease of the Premises for another five (5) year term ("Option Term"), with at least six (6) months written notice prior to the expiration of the Lease Term at the Rent ("Lease Option"). If Tenant fails to deliver the Lease Option notice as set forth above, this provision and Tenant's right to exercise the Lease Option shall terminate. Upon termination of the Lease Option the other provisions of this Agreement shall continue in full force and effect and the Lease will automatically terminate at the end of the Lease Term, subject to surviving obligations.

(B) PURCHASE OPTION: Contingent upon the Landlord Contingency being met, Tenant will have the option to purchase the Premises with at least six (6) months written notice prior to the expiration of the Lease Term at a purchase price of Three Million Three Hundred and One Thousand and No/100 Dollars ($3,301,000.00) ("Purchase Option"). Upon exercising the Purchase Option, Landlord and Tenant shall use good faith to negotiate a purchase and sale agreement. If Tenant fails to deliver the Purchase Option notice as set forth above, this provision and Tenant's right to exercise the Purchase Option shall terminate. Upon termination of the Purchase Option the other provisions of this Agreement shall continue in full force and effect and the Lease will automatically terminate at the end of the Lease Term, subject to surviving obligations.

19. **MAXIMUM CONTRACT LIABILITY**: Any other provisions of this Agreement notwithstanding, and excluding any coverage provided by insurance pursuant to Section 26 of this Agreement or other damages that may exist outside of contractual liability which are not included in this amount, in no event shall Tenant be liable for payment under this Agreement for any amount in

excess of the funds appropriated by Tenant pursuant to Section 29-1-110, C.R.S., which are One Hundred and Five Thousand and No/100 Dollars ($105,000.00 USD). Tenant is not under obligation to make any future apportionment or allocation to this Agreement, but if Tenant does not make future appropriations in order to pay the Rent, Tenant will be in default under this Agreement and the Landlord may terminate this Agreement and retain any necessary portion of the deposit to make Landlord whole on past due Rent payments.

20. **INDEMNIFICATION**: The Tenant cannot and by this Agreement does not agree to indemnify, hold harmless, exonerate, or assume the defense of the Landlord or any other person or entity whatsoever for any purpose whatsoever. The Landlord does not agree to indemnify, hold harmless, exonerate, or assume the defense of the Tenant or any other person or entity whatsoever for any purpose whatsoever. Tenant agrees to have any third party that is not a direct employee of Tenant sign a waiver and release of liability to Landlord.

21**. NO WAIVER OF THE GOVERNMENTAL IMMUNITY ACT:** The parties hereto understand and agree that Tenant, its commissioners, officials, directors, agents, and employees are relying on, and do not waive or intend to waive by any provisions of this Agreement, the monetary limitations or any other rights, immunities, and protections provided by the Colorado Governmental Immunity Act, CRS §§ 24-10-101 et seq. or otherwise available to Tenant.

22. **TERMINATION BY TENANT:** Tenant shall have the right to terminate this Agreement, with or without cause, by giving written notice to the other Party of such termination and specifying the effective date thereof, which notice shall be given at least ten (10) days before the effective date of such termination. Subject to the Maximum Contract Liability above, the Landlord shall be entitled to receive compensation in accordance with this Agreement for any rental obligation remaining under this Agreement unless the facility is leased to a subsequent tenant. Notwithstanding the above, neither Party shall be relieved of liability to the other Party for damages sustained by virtue of any breach of the Agreement.

23. **Termination for Default**: Either Party shall have the right in its sole discretion to terminate this Agreement upon a default by the defaulting Party. Each of the following events shall constitute an event of default by a Party and shall permit the non-defaulting Party to terminate this Agreement (each, an "Event of Default"):

1. The failure or omission by Tenant to pay Rent when due, and such failure or omission has continued for 30 days after written notice from Landlord to Tenant of same; or
2. The failure or omission by either Party to observe, keep or perform any of the other material terms, agreements or conditions set forth in this Agreement, and such failure or omission has continued for 30 days (or such longer period required to cure such failure or omission, not to exceed 90 days, if such failure or omission cannot reasonably be cured within such 30 day period) after written notice from the other Party, and the defaulting Party has commenced curing such default within such 30-day period and pursues completion of such cure with reasonable diligence.

24. **NOTICES:** Notices concerning termination of the Agreement, notices of alleged or actual violations of the terms or provisions of this Agreement, and all other notices shall be made as follows:

Landlord: Mark Adams

	Waste Connections 304 Inverness Way South, Suite 450 Englewood, CO 80112 Telephone: Email: Mark.Adams@WasteConnections.com
Tenant:	Douglas County Government ATTN: Tim Hallmark P.O. Box 1390 Castle Rock, CO 80109 Telephone: (303) 660-7275 Email: thallmar@douglas.co.us
With a copy to:	Douglas County Attorney's Office 100 Third Street Castle Rock, CO 80104 Telephone: (303) 660-7414

Said notices shall be delivered personally during normal business hours to the appropriate office above or by prepaid first-class U.S. Mail, via email, or other method authorized in writing by the Authorized Representative. Mailed notices shall be deemed effective upon receipt or three (3) days after the date of mailing, whichever is earlier. The parties may from time to time designate substitute addresses or persons where and to whom such notices are to be mailed or delivered, but such substitutions shall not be effective until actual receipt of written notification.

25. **GOVERNING LAW; VENUE**: This Agreement shall be deemed to have been made in and construed in accordance with the laws of the State of Colorado. Venue for any action hereunder shall be in the District Court, County of Douglas, State of Colorado. The Landlord expressly waives the right to bring any action in or to remove any action to any other jurisdiction whether state or federal.

26. **INSURANCE:** Landlord and Tenant shall, at all times during the Lease Term, obtain, keep in force and maintain, at no cost to the other Party, the following minimum coverages: commercial general liability ($2,000,000 each occurrence; $4,000,000 general aggregate; $4,000,000 products and completed operations), automobile liability ($2,000,000 combined single limit each accident), employers liability ($2,000,000 bodily injury for each accident, $2,000,000 bodily injury by disease each employee and $2,000,000 bodily injury disease aggregate); and worker's compensation as required by Colorado law, which limits may be met by a combination of primary and excess policies, with a financially responsible insurance company or companies. All policies required hereunder shall name the other Party as additional insured. Tenant's insurance shall be primary to any coverage which Landlord carries with respect to the Premises which shall serve as secondary coverage. Upon request, the other Party shall promptly provide certificates of insurance evidencing that the foregoing insurance is in effect. For the avoidance of doubt, insurance coverage and amounts payable under insurance policies are not included within the maximum contract liability set forth above in Section 19.

27. **AS IS, WHERE IS**: TENANT HEREBY ACKNOWLEDGES AND AGREES THAT, EXCEPT AND

UNLESS OTHERWISE EXPRESSLY PROVIDED IN THIS AGREEMENT, LANDLORD LEASES THE PREMISES AND TENANT ACCEPTS THE PREMISES "AS IS, WHERE IS" WITHOUT ANY REPRESENTATION OR WARRANTY BY OR FROM LANDLORD, EXPRESS OR IMPLIED, OF ANY KIND WHATSOEVER. TENANT ACKNOWLEDGES THAT, EXCEPT AND UNLESS OTHERWISE EXPRESSLY PROVIDED IN THIS AGREEMENT, LANDLORD HAS MADE NO REPRESENTATIONS OR WARRANTIES RELATING TO THE PREMISES, OR ITS SUITABILITY FOR ANY PARTICULAR USE, AND LANDLORD SHALL HAVE NO OBLIGATION WHATSOEVER TO REPAIR, MAINTAIN, RENOVATE OR OTHERWISE INCUR ANY COST OR EXPENSE WITH RESPECT TO THE PREMISES. EXCEPT AS AND UNLESS OTHERWISE EXPRESSLY PROVIDED IN THIS AGREEMENT, LANDLORD SHALL NOT BE LIABLE FOR ANY LATENT OR PATENT DEFECTS IN THE PREMISES. EXCEPT AS AND UNLESS OTHERWISE EXPRESSLY PROVIDED IN THIS AGREEMENT, LANDLORD SHALL HAVE NO LIABILITY OR RESPONSIBILITY TO TENANT FOR ANY LOSS, DAMAGE OR EXPENSE INCURRED BY TENANT OCCASIONED BY THE CONDITION OR CHARACTERISTICS OF THE PREMISES.

28. **No Brokers:** Landlord and Tenant each represent and warrant to the other that they have not dealt, directly or indirectly, in connection with the leasing of the Premises, with any broker, finder or person entitled to claim a commission or leasing fees. Landlord and Tenant each shall indemnify and hold the other harmless from any loss, liability, damage, or expense (including without limitation reasonable attorneys' fees) arising from any claim for a commission or leasing fee arising out of this transaction made by any unidentified broker or other person with whom such party has dealt.

Sedalia Land Company (Landlord)

By: _____
Its: _____
Date: _____

THE BOARD OF COUNTY COMMISSIONERS
OF THE COUNTY OF DOUGLAS, COLORADO (Tenant)

_____
By: _____
Its: _____
Date: _____

APPROVED AS TO CONTENT:

_____
Doug DeBord, County Manager

APPROVED AS TO LEGAL FORM:

_____
Chris Pratt, Sr Assistant County Attorney

APPROVED AS TO FISCAL CONTENT

_____Andrew Copland, Director of Finance

MEETING DATE: July 22, 2025

STAFF PERSON RESPONSIBLE: Dan Roberts, Assistant Director, Operations

DESCRIPTION: Purchase Order to Complete Solutions Consulting International Inc. (CSCI) in the Amount of $1,602,921.00 for Purchase of Biomass Energy Techniques Pyrolysis Rotating Drum Model BET31-PRD for the Proposed Douglas County Biochar Facility.

SUMMARY: Board approval is requested to proceed with the purchase of one BET31-PRD for the Proposed Douglas County Biochar Facility. The BET31-PRD, a 1.5 ton per hour unit, is the central unit required for processing biomass to biochar.

The Douglas County Biochar Facility is scheduled for construction beginning in July 2025 and is programmed to be operational in mid-2026. Several elements of the facility, including this PRD, have lengthy manufacturing lead times and are being ordered in advance to meet the project schedule. Additional negotiation may be required on specific terms of the proposal. The biochar facility is a public/private partnership between Douglas County, Complete Solutions Consulting International Inc., and Carbon Harvest LLC, a team selected under RFEI No. 29-94, Biomass Processing Facility.

Funding for this project will come from Business Unit 870079 in Fund 275 in the amount of $1,602,921.00.

RECOMMENDED ACTION: Staff recommends approval of a Purchase Order to Complete Solutions Consulting International Inc. (CSCI) in the Amount of One Million, Six Hundred Two Thousand, Nine Hundred Twenty-One Dollars ($1,602,921.00) for Purchase of Biomass Energy Techniques Pyrolysis Rotating Drum Model BET31-PRD for the Proposed Douglas County Biochar Facility.

REVIEW:

Kristina Mann	Approve	7/14/2025
Jeff Garcia	Approve	7/16/2025
Andrew Copland	Approve	7/18/2025
Doug DeBord	Approve	7/18/2025

ATTACHMENTS:

Equipment Proposal - BET31-PRD - Biochar

www.csc-int.ca
Ian.Soder@csc-int.ca
780-220-5449

Douglas County RFEI#29-94 (Equipment Proposal)
Biomass/Biochar Facility – Equipment Proposal

COMPLETE SOLUTIONS WASTE TO ENGERY & BIOCHAR PROPOSAL

NO. 202505-01 – BET31S-PRD UNIT

Complete Solutions Consulting International Inc.
310 Circle Drive, St. Albert, Alberta, Canada

June 5, 2025

www.csc-int.ca
Ian.Soder@csc-int.ca
780-220-5449

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1.0 Quotation Summary

Complete Solutions Consulting International Inc. (CSCI) submits this quotation to Douglas County (DC) for the supply of equipment for producing Biochar in Douglas County. CSCI will work with DC to assist in the facility design. The complete system will be designed for the purpose of consuming woody biomass residuals and converting it into Biochar. Additional integration is required outside this pricing.

A CSCI representative will be on site during delivery, and to supervise the set up, start up, and commissioning when coordinated in one trip. CSCI deliverables include: 12-month operating license for the BET System, 12-month manufacturer's warranty from defect and 12-month BET System O&M support/troubleshooting.

Barring disruptions beyond its control, CSCI will be ready to load the BET System deliverables at the manufacturer's site in Versailles, MO, within 48 weeks of the date it receives the Customer's Milestone 2 payment as outlined in Section 5.1. Delivery dates will be confirmed upon Milestone 2. Pricing is valid until July 28, 2025.

This proposal is limited to the supply only of a single BET31-PRD for the purposes of converting woody biomass into Biochar.

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780-220-5449

June 5, 2025

Douglas County
301 Wilcox Street
Castle Rock, CO, USA

ATTN: Holly Carrell

RE: Douglas County – Waste to Energy & Biochar
CSCI Quote No. 202505-01 – Sustainable Waste to Energy System Components

Dear Holly,

Please see below and the attached back up documentation for the pricing as requested for a single BET PRD Unit.

Single BET31-PRD **$1,602,921.00 USD**

(Approx.: 1.5 T of feedstock input – No PRD feedstock equipment)

The base system includes the following:

- **1 x BET31S-PRD (1.5 Ton per Hour)**
  - Biochar grates for production on the primary c/w 6’ discharge auger
  - 2 Infeed conveyors (12’&16’)
  - 2 Biochar outlet augers c/w pneumatic airlocks. (20’ Primary & Drum)
  - Quenching system (non-chlorinated water)
  - Basic PLC control package with remote access. Monitor only, no remote control included
  - Custom CSCI exhaust stack

Additional equipment will be required for full building integration options, not currently included in this proposal.

Clarifications:

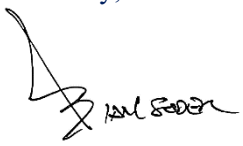
- All Taxes / Duty / Tariffs are additional to this pricing.(See Appendix B)
- Storage of equipment when ready for delivery, if site is not ready, will be additional.

- Freight / Hoisting / Assembly & Handling.
- See Appendix A-I for additional clarifications and information.

Pricing is subject to all terms and conditions included in this proposal and is only in effective until July 28, 2025.

We look forward to working with you on your upcoming project.

Sincerely,



Ian Soder, CET, GSC
Complete Solutions

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Ian.Soder@csc-int.ca
780-220-5449

Proposal acceptance in full, please execute the following:

Douglas County
301 Wilcox Street
Castle Rock, CO, USA

Signature:_____

Name: Holly Carrell

Title:_____

Complete Solutions Consulting International Inc.
310 Circle Drive
St. Albert, AB T8N 7L5

Signature:_____

Name: Ian Soder

Title: Director

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780-220-5449

2.0 Appendix A - Basis of Quotation

1. The primary and secondary biomass feedstocks for the BET-PRD Systems will be clean, green wood chips and/or sawdust local to the Customer's location. Feedstock should be screened to less than 2" or smaller and contain a minimum of 25% moisture to a maximum of 65%. However, in some instances the system can function outside the above moisture range.
2. Additional feedstocks that can be included as a mixture with the primary biomass feedstock should be processed in accordance with the BET operator's manual to ensure proper combustion and optimized system performance.
3. The BET PRD unit can be operated at different throughput and temperatures depending on client operations. The operation will also impact the quality and output of Biochar.
4. CSCI recommends 100% supervision during operations. Un-supervised operations is possible with experienced operators, material handling, and appropriate remote monitoring and alarm systems. Operations will be driven based on material handling and monitoring systems utilized.
5. Biochar is quenched with potable water when leaving the BET PRD system. Storage of Biochar and inherent safety considerations around storage are the responsibility of DC.
6. The thermal energy from the BET unit can be directed through a certified boiler system to allow the heat to output in liquid form, suitable to be tied into existing heat systems or other mediums for the purposes of providing heat and to provide the heat loop for the downstream ORC electric generator module.
7. The 12 month operating license allows the Customer full access to product updates and new release materials for 12 months at no additional cost.
8. As part of the 12 month manufacturer's warranty from defect, BET will replace failed parts, except where part supplier provides evidence that failure occurred due to noncompliance with BET system/component operating guidelines.
9. The 12 month technical support from BET includes unlimited remote product support at no charge. Site visits for technical support, beyond initial set-up, will be chargeable.
10. CSCI retains the right to promote the project, including images, and video of the site and facility.

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3.0 Appendix B – Additional information:

Below are action and information items for Douglas County as they work through this project with Complete Solutions and other Stakeholders. These items are identified to ensure a full picture of issues to consider while developing the overall project.

Action Required:

- **Payments** – Pay invoices on time to ensure project timelines
- **Engineering** – Any engineering for the project and equipment
- **Installation** – Crew to install equipment
- **Media** – Include Complete Solutions in media events

Information / Assumed:

- **Payments**
  - All Taxes / Duty / Tariffs.
  - Milestone payments to CSCI per clause 5.1.
- **Engineering**
  - Overall system integration engineering with building components.
  - All permits as required for the site area, including engineering if required.
  - Engineering for exhaust pipe detail in relation to the building components. Airflow is required to maintain cooling of building systems in proximity to the PRD unit.
  - 70Amp / Three Phase / 480V for each PRD unit (optimized during BET system detailed design) electric power supply for CSCI PRD deliverables. CSCI recommends minimum 100Amp
  - Additional power as required for all other additional equipment – TBD.
  - Overall engineering for each component integration and with the building systems. This includes the interconnect details between the optional Boiler, building heat systems, cooling systems, and building components.
  - Emissions testing, as required, by Local, State, and Federal Agencies. This is in addition to the emissions report included in this proposal.
  - A compacted surface or foundation engineered to carry skid mounted BET system weight.
  - Supply and management of all fuel for PRD equipment operation, including any handling outside of the completed fuel receiving system.
  - CSCI and BET will have unrestricted access for observing real time system status 24/7/365 (and operating data history). DC work includes providing remote (internet connection or like acceptable to CSCI) 24/7/365 access thereto.
  - DC to supply natural gas or propane connection for oxidation Q-Series burner.

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- Water line connection as needed for quenching of biochar or increasing moisture content if required, based on actual fuel utilized during operations.
- See other areas of proposal for additional clarifications.

- **Installation**
  - Freight / Hoisting / Assembly & Handling.
  - Additional options must be installed at the same time as the BET-PRD UNIT equipment. Additional trips will be extra to this pricing.
  - Mechanical work, such as interconnects, piping, cooling loops, headers, etc.
  - Miscellaneous metal work such as conveyor stands, and feedstock deflectors as required for local set up.
  - Electrical work, such as site Interconnects, Terminations, additional feeds, etc.
  - Feedstock shredding, chipping, screening, receiving, and transporting systems.
  - Miscellaneous metals, including stands, hoppers, and deflectors as required.
  - Daily Operations of the overall system including all checks, maintenance based on Manufacturers requirements.
  - Hoisting equipment for unloading and set up equipment on site. Crane/forklift/telehandler with operators on site to be utilized for unloading and set up of equipment.
  - Labour and equipment required for the set up of all equipment, with the supervision of CSCI personnel.
  - Supply and install of a shelter for PRD operations. CSCI recommends all equipment is operated under a shelter. Water system for quenching needs to be protected from freezing.
  - DC and CSCI will both maintain proper insurance as required for the project work.

- **Media / Public Relations**
  - DC will include CSCI during media communications related to the project and provide access to CSCI for BD & PR activities.

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780-220-5449

4.0 Appendix C - CSCI Inputs

1. Overall project support relating to site layout, the implementation of equipment and the delivery to site. Client is ultimately responsible for design.
2. Remote (zoom/teams) support for system integration between the equipment manufacturers (PRD / Boiler) and DC design and construction group for overall system.
3. Invite DC representatives to observe final manufacture of BET equipment and loading components/subassemblies onto trailers/crates at manufacturing site. CSCI will meet at the BET manufacturing facility to inspect prior to shipping to site. (Client travel costs are by DC)
4. Provide one pre-mobilization site trip for initial site visit and groundbreaking activities.
5. Provide on site supervision for up to 2 weeks for installation, start up/commissioning of BET system.
6. Two additional site visits for up to 3 days.
7. BET remote support as necessary for optimizing BET performance to owner's feedstocks.

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5.0 Appendix D - Financial

5.1 Payments Schedule

This quotation is based on DC electronically wire transferring milestone payments into the CSCI account as follows. All numbers are before applicable taxes.

- **10% Deposit required by July 28, 2025 to lock in pricing.** Initial deposit is completed at time of wire transfer, not from invoice date.
- Additional 45% required by August 28, 2025, or sooner, to start manufacturing and confirm delivery date, completed upon wire transfer, not from invoice. Pricing is subject to change for this unit if payment not received by this date.
- Manufacturing progress due payable 90 days after payment 2 is received.
- Unit inspection progress will allow release of equipment from the manufacturer, completed upon wire transfer, not from invoice. Client is invited to inspect equipment prior to shipping at their own cost.
- All numbers are in USD.

Payment Schedule		
	Description	**Payment**
	TOTAL COST:	**$ 1,602,921.00**
1	Initial Deposit **(10%)** by July 28, 2025	$ 160,292.45
2	**Manufacturer Deposit (45%)** by August 28, 2025	$ 721,314.45
3	90 Days after Manufacturing Deposit **(25%)**	$ 400,730.25
4	Unit Inspection and prior to Freight **(15%)**	$ 240,438.15
5	Equipment Delivered **(3%)**	$ 48,087.63
6	Commissioning Complete **(2%)**	$ 32,058.42
		$ 1,602,921.00

5.2 The Warranty

All warranties from the equipment provided through CSCI will be **direct from Manufacturer to DC**. CSCI will support as we are able, however, the warranty will be carried directly between the equipment manufacturer and DC.

12-month BET system parts replacement from date CSCI deliverables are commissioned on site. Warranty applies to mechanical, electrical and control components (breakers, sensors, motors, actuators, and like). Wear materials (e.g. high temperature envelope linings) are excluded.

Owner pays cost of transport of replacement parts from supplier's address to Owner project site, and installs replacement parts as needed.

Once Client confirms equipment required, each manufacturers warranty will be provided.

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6.0 Appendix E - Other Conditions

- Unless otherwise agreed, the client remains Prime Contractor/Responsible Party for all Work/Safety on the client's site.
- Manufacturers warranty will be provided as noted in the attached from Biomass Energy Techniques.
- Liquidated Damages and/or Consequential Damages, in any form, will not be accepted by CSCI or Biomass Energy Techniques.
- CSCI does not and will not carry Workers Compensation Coverage. CSCI support for installation is purely supervision, no physical labour is included from CSCI.
- Operation of the system is required to be within the Operations Manual from the manufacturer. Deviation from this may void warranties.
- CSCI maintains access to the equipment for demonstration purposes with coordination through the Client. NDA can be reviewed as required by the Client.
- All emissions testing data will be made available from DC to Complete Solutions International Inc. upon request, for the duration of system operation.
- Feedstock for the BET System has no high hazard contents (including but not limited to: radioactive materials, mercury-fluorescent light bulbs/tubes, arsenic, lead, sulphur, batteries, chlorine-other halogens, and like materials requiring special consideration) that may cause BET emissions to exceed governing authority emissions limits.
- Standard payment terms for DC are Net 30, on progress payments. Deposit and payments per manufacturer schedule are required for manufacturing to proceed and are dated once funds have been transferred. This deposit schedule is based on the total cost of the system, excluding PC Sums. Time frames for the project are based on received payment date, not invoice date.
- Bonding or Surety of any form has not been included in this proposal.

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780-220-5449

7.0 Appendix F - Ongoing BET O&M Support

The BET system, excepting automation system software, can be maintained by appropriately qualified contractors; utilizing remote guidance from/consultation with BET representatives where required.

BET system operators should make a "trouble call" to BET whenever they cannot achieve BET system operation consistent with contracted performance.

Owner will allow unrestricted internet access 24/7/365 to its BET automation system so CSCI representatives can, at any time, access the BET system computer and remotely view the same real time information displayed on the site BET automation system monitor. BET will advise Project BET system operators when BET detects a system irregularity.

A CSCI representative(s) will travel to site if/as required for troubleshooting/supporting BET system service personnel. **Costs are as per the attached rate sheet and a separate contract agreement can be made for these services if required.**

CSCI Rate Sheet		
	Description	**Rate**
1	CSCI Technical Support (hourly – remote – minimum 2 hour)	$ 125.00
2	CSCI Technical Support (daily – on site – including travel days)	$ 1,250.00
3	All Business travel (costs + 15% OH&P)	15%
4	All third-party costs as required (cost + 15% OH&P)	15%

Note:

All rates are in USD unless noted otherwise
All pricing & rates are excluding tax unless noted otherwise
All third-party invoices will include a 15% Overhead & Profit
CSCI Rate Sheet pricing valid until December 31, 2025

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8.0 Appendix H - Complete Solutions History & Team

There is potential energy everywhere around us. Our current world consumes products and doesn't utilize all the energy before filling landfills. It was with this mindset that CSCI was incorporated in early 2020. The concept of converting the potential energy of waste into something usable was the driving force behind CSCI.

Since the start of 2020 we have worked with Biomass Energy Techniques and other technology companies to develop solutions to clients' needs for waste, heat, energy, and carbon footprint.

Summer of 2021 allowed for a full-scale pilot plant in Stony Plain, Alberta, Canada. This allowed for sustained testing throughout the summer and into the fall of various types of feedstocks. We were able to test the throughput, operating conditions, emissions data, and material handling of various feedstocks. Feedstocks include woody biomass (sawdust/wood chips/shredded wood), pulp & paper sludge, sanitary sewage sludge, plastics, cardboard, municipal solid waste, organic greenhouse waste vines, coconut matting waste, and others.

CSCI is currently working with multiple clients in the United States and Canada for custom system implementations. Each client has unique needs and costs, therefore all systems we work with are slightly unique to the end user.

Technology is utilized from off the shelf products from around the world to complete each system. However, the base technology for all of our systems remains the Biomass Energy Techniques (BET) Pyrolysis Rotating Drum (PRD).

8.1 Complete Solutions Leadership

Ian Soder, Director, and Founder has over 20 years experience in the construction industry in western Canada. Most of this time was spent working with Water and Wastewater treatment plant construction. This experience with complex systems has helped forge the basis of what CSCI is today.

Jason Holtz, Director, has over 30 years of experience in the construction industry in North America. Most of his experience is in the steel manufacturing business. Structural steel, specialty metals, and custom fabrications have all led to great input on the overall systems utilized by CSCI' Clients.

8.2 Biomass Energy Techniques

BET currently has over 130 operating systems around the world. Their production facility for all manufacturing is in Versailles, MO, USA. Only minimal components come from overseas. Most of the products which go into the equipment is made in the United States of America. See below map of current BET equipment locations in the United States:

8.3 Current sites operating the BET24S-PRD:

Most companies which are operating the equipment do not wish to share information due to the proprietary nature of their operations. However, we are working with BET and the two following companies to allow for potential clients to contact a current operator of the equipment:

- Metzler Forest Products, Alan Metzler, 717-994-2924
- Bio Carbon Solutions LLC, Jerry Stutzman, 270-970-8243

See below link for more details:

https://biomassenergytechniques.com/bet-applications/

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780-220-5449

9.0 Appendix I: Additional Information

9.1 BET31-PRD Data Sheets.

MEETING DATE: July 22, 2025

STAFF PERSON RESPONSIBLE: Dan Roberts, P.E., Asst. Public Works Director - PW Operations

DESCRIPTION: Purchase Order to Complete Solutions Consulting International Inc. (CSCI) for the Purchase of a Feedstock Handling System for the Proposed Douglas County Biochar Facility, in the Amount of $496,045.00.

SUMMARY: Board approval is requested to proceed with the purchase of one Feedstock Handling System for the Proposed Douglas County Biochar Facility. The Feedstock Handling System is one of the system components required for processing biomass to biochar.

The Douglas County Biochar Facility is scheduled for construction beginning in July 2025 and is programmed to be operational in mid-2026. Several elements of the facility, including this feedstock handling system, have lengthy manufacturing lead times and are being ordered in advance to meet the project schedule. Additional negotiation may be required on specific terms of the proposal. The biochar facility is a public/private partnership between Douglas County, Complete Solutions Consulting International Inc., and Carbon Harvest LLC, a team selected under RFEI No. 29-94, Biomass Processing Facility.

Funding for this project will come from Business Unit 800100.478200, in Fund 200, in the amount of $496,045.00.

RECOMMENDED ACTION: Staff recommend approval of a Purchase Order to Complete Solutions Consulting International Inc. (CSCI) for the Purchase of a Feedstock Handling System for the proposed Douglas County Biochar Facility, in the Amount of $496,045.00.

REVIEW:

Kristina Mann	Approve	7/14/2025
Jeff Garcia	Approve	7/17/2025
Andrew Copland	Approve	7/18/2025
Doug DeBord	Approve	7/18/2025

ATTACHMENTS:

Equipment Proposal - Feedstock Handling Equipment - Biochar

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Douglas County RFEI#29-94 (Equipment Proposal)
Biomass/Biochar Facility – Equipment Proposal

COMPLETE SOLUTIONS WASTE TO ENGERY & BIOCHAR PROPOSAL

NO. 202505-01.1 – FEED BIN EQUIPMENT

Complete Solutions Consulting International Inc.
310 Circle Drive, St. Albert, Alberta, Canada

June 5, 2025

www.csc-int.ca
Ian.Soder@csc-int.ca
780-220-5449

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1.0 Quotation Summary

Complete Solutions Consulting International Inc. (CSCI) submits this quotation to Douglas County (DC) for the supply of material handling equipment for producing Biochar with the PRD equipment in proposal 202505-01, in Douglas County. CSCI will work with DC to assist in the facility design. The complete system will be designed for the purpose of consuming woody biomass residuals and converting it into Biochar.

A CSCI representative will be on site during delivery of the equipment and to supervise the set up, start up, and commissioning. Our expectation is for this feedstock handling equipment to be completed in parallel with the PRD equipment.

Barring disruptions beyond its control, CSCI will be ready to ship the equipment deliverables at the manufacturer's site within 48 weeks of the date it receives the Customer's Milestone 2 payment as outlined in Section 5.1. Delivery dates will be confirmed upon Milestone 2. Pricing is valid until July 28, 2025.

This proposal is limited to the supply only of feedstock handling equipment as outlined, for the purposes of converting woody biomass into Biochar with the BET31-PRD (202505-01).

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780-220-5449

June 5, 2025

Douglas County
301 Wilcox Street
Castle Rock, CO, USA

ATTN: Holly Carrell

RE: Douglas County – Waste to Energy & Biochar
CSCI Quote No. 202505-01.1 – Sustainable Waste to Energy System Components

Dear Holly,

Please see below and the attached back up documentation for the pricing as requested for feedstock handling equipment to be integrated into the overall facility. This equipment will be required for the operation of the BET31-PRD.

Feedstock Handling System (PRD not in this proposal) **$496,045.00 USD**

(Feedstock receiving, chipping, sorting, grinding and handling excluded)

The base system includes the following:

- **2 x MYERS Modified Feed Bin (26' length – DRUM)**
  - Skid mounted (wheels removed) 26' long feed bin
  - Modified drive for electrical drive and controls
  - Electrical sensors for start/stop/level control
  - 16' conveyor
- **1 x MYERS Modified Feed Bin (16' length – PRIMARY HEAT)**
  - Skid mounted (wheels removed) 16' long feed bin
  - Modified drive for electrical drive and controls
  - Electrical sensors for start/stop/level control
  - 12' conveyor
- **1 x MYERS Modified Feed Bin (16' length – BIOCHAR)**
  - Skid mounted (wheels removed) 16' long feed bin
  - Modified drive for electrical drive and controls
  - Electrical sensors for start/stop/level control
  - 16' conveyor for offloading
- **1 x Custom Fabrication Hopper and Bag Mount**
  - Fabricated bag loading hopper with manual chute door
  - Tote hanging hooks with room for pallet and bag below hopper

Additional equipment will be required for full building integration options, not currently included in this proposal.

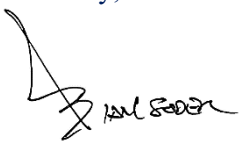
Clarifications:

- All Taxes / Duty / Tariffs are additional to this pricing. (See Appendix A)
- Foundations or stands are required below this equipment.
- This equipment must be installed and commissioned at the same time as the BET31-PRD in 202505-01. If additional trips are required, costs will be invoiced as laid out in Appendix E.
- Storage of equipment when ready for delivery, if site is not ready, will be additional.
- Freight / Hoisting / Assembly & Handling.
- See Appendix A-G for additional clarifications and information.

Pricing is subject to all terms and conditions included in this proposal and is only in effective until July 28, 2025.

We look forward to working with you on your upcoming project.

Sincerely,



Ian Soder, CET, GSC
Complete Solutions

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780-220-5449

Proposal acceptance in full, please execute:

Douglas County
301 Wilcox Street
Castle Rock, CO, USA

Signature:_____

Name: Holly Carrell

Title:_____

Complete Solutions Consulting International Inc.
310 Circle Drive
St. Albert, AB T8N 7L5

Signature:_____

Name: Ian Soder

Title: Director

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2.0 Appendix A – Additional information:

Below are action and information items for Douglas County as they work through this project with Complete Solutions and other Stakeholders. These items are identified to ensure a full picture of issues to consider while developing the overall project.

Action Required:

- **Payments** – Pay invoices on time to ensure project timelines
- **Engineering** – Any engineering for the project and equipment
- **Installation** – Crew to install equipment
- **Media** – Include Complete Solutions in media events

Information / Assumed:

- **Payments**
  - All Taxes / Duty / Tariffs.
  - Milestone payments to CSCI per clause 4.1.
- **Engineering**
  - Overall system integration engineering with building components.
  - All permits as required for the site area, including engineering if required.
  - Additional power as required for all other additional equipment – TBD.
  - A compacted surface or foundation engineered to carry skid mounted feed bin weight.
- **Installation**
  - Freight / Hoisting / Assembly & Handling.
  - Miscellaneous metal work such as conveyor stands, and feedstock deflectors as required for local set up.
  - Electrical work, such as site Interconnects, Terminations, additional feeds, etc.
  - Miscellaneous metals, including stands, hoppers, and deflectors as required.
  - Hoisting equipment for unloading and set up equipment on site. Crane/forklift/telehandler with operators on site to be utilized for unloading and set up of equipment.
  - Labour and equipment required for the set up of all equipment, with the supervision of CSCI personnel.
  - DC and CSCI will both maintain proper insurance as required for the project work.
- **Media / Public Relations**
  - DC will include CSCI during media communications related to the project and provide access to CSCI for BD & PR activities.

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3.0 Appendix B - CSCI Inputs

1. Overall project support relating to site layout, the implementation of equipment and the delivery to site. Client is ultimately responsible for design.
2. Remote (zoom/teams) support for system integration between the equipment manufacturers (PRD / Boiler) and DC design and construction group for overall system.
3. Provide parallel on-site supervision for up to 2 weeks for installation, start up/commissioning of feedstock equipment at the same time as the BET31-PRD system.

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4.0 Appendix C - Financial

4.1 Payments Schedule

This quotation is based on DC electronically wire transferring milestone payments into the CSCI account as follows. All numbers are before applicable taxes.

- **10% Deposit required by July 28, 2025 to lock in pricing.** Initial deposit is completed at time of wire transfer, not from invoice date.
- Additional 45% required by August 28, 2025, or sooner, to start manufacturing and confirm delivery date, completed upon wire transfer, not from invoice. Pricing is subject to change for this unit if payment not received by this date.
- Manufacturing progress due payable 90 days after payment 2 is received.
- Unit inspection progress will allow release of equipment from the manufacturer, completed upon wire transfer, not from invoice. Client is invited to inspect equipment prior to shipping at their own cost.
- All numbers are in USD.

Payment Schedule		
	Description	**Payment**
	TOTAL COST:	**$ 496,045.00**
1	Initial Deposit **(10%)** by July 28, 2025	$ 49,604.50
2	**Manufacturer Deposit (45%)** by August 28, 2025	$ 223,220.25
3	90 Days after Manufacturing Deposit **(25%)**	$ 124,011.25
4	Unit Inspection and prior to Freight **(15%)**	$ 74,406.75
5	Equipment Delivered **(3%)**	$ 14,881.35
6	Commissioning Complete **(2%)**	$ 9,920.90
		$ 496,045.00

4.2 The Warranty

All warranties from the equipment provided through CSCI will be **direct from Manufacturer to DC**. CSCI will support as we are able, however, the warranty will be carried directly between the equipment manufacturer and DC.

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12-month BET system parts replacement from date CSCI deliverables are commissioned on site. Warranty applies to mechanical, electrical and control components (breakers, sensors, motors, actuators, and like). Wear materials (e.g. high temperature envelope linings) are excluded.

Owner pays cost of transport of replacement parts from supplier's address to Owner project site and installs replacement parts as needed.

Once Client confirms equipment required, each manufacturers warranty will be provided.

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5.0 Appendix D - Other Conditions

- Unless otherwise agreed, the client remains Prime Contractor/Responsible Party for all Work/Safety on the client's site.
- Manufacturers warranty will be provided as noted in the attached from Biomass Energy Techniques.
- Liquidated Damages and/or Consequential Damages, in any form, will not be accepted by CSCI or Biomass Energy Techniques.
- CSCI does not and will not carry Workers Compensation Coverage. CSCI support for installation is purely supervision, no physical labour is included from CSCI.
- Operation of the system is required to be within the Operations Manual from the manufacturer. Deviation from this may void warranties.
- CSCI maintains access to the equipment for demonstration purposes with coordination through the Client. NDA can be reviewed as required by the Client.
- All emissions testing data will be made available from DC to Complete Solutions International Inc. upon request, for the duration of system operation.
- Feedstock for the BET System has no high hazard contents (including but not limited to: radioactive materials, mercury-fluorescent light bulbs/tubes, arsenic, lead, sulphur, batteries, chlorine-other halogens, and like materials requiring special consideration) that may cause BET emissions to exceed governing authority emissions limits.
- Standard payment terms for DC are Net 30, on progress payments. Deposit and payments per manufacturer schedule are required for manufacturing to proceed and are dated once funds have been transferred. This deposit schedule is based on the total cost of the system, excluding PC Sums. Time frames for the project are based on received payment date, not invoice date.
- Bonding or Surety of any form has not been included in this proposal.

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6.0 Appendix E - Ongoing BET O&M Support

CSCI will provide technical support as needed for this equipment. If additional time is required, upon request from DC, CSCI will travel to site for hands on support and troubleshooting.

A CSCI representative(s) will travel to site if/as required for troubleshooting/supporting BET system service personnel. **Costs are as per the attached rate sheet and a separate contract agreement can be made for these services if required.**

CSCI Rate Sheet		
	Description	**Rate**
1	CSCI Technical Support (hourly – remote – minimum 2 hour)	$ 125.00
2	CSCI Technical Support (daily – on site – including travel days)	$ 1,250.00
3	All Business travel (costs + 15% OH&P)	15%
4	All third-party costs as required (cost + 15% OH&P)	15%

Note:

All rates are in USD unless noted otherwise
All pricing & rates are excluding tax unless noted otherwise
All third-party invoices will include a 15% Overhead & Profit
CSCI Rate Sheet pricing valid until December 31, 2025

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7.0 Appendix F - Complete Solutions History & Team

There is potential energy everywhere around us. Our current world consumes products and doesn't utilize all the energy before filling landfills. It was with this mindset that CSCI was incorporated in early 2020. The concept of converting the potential energy of waste into something usable was the driving force behind CSCI.

Since the start of 2020 we have worked with Biomass Energy Techniques and other technology companies to develop solutions to clients' needs for waste, heat, energy, and carbon footprint.

Summer of 2021 allowed for a full-scale pilot plant in Stony Plain, Alberta, Canada. This allowed for sustained testing throughout the summer and into the fall of various types of feedstocks. We were able to test the throughput, operating conditions, emissions data, and material handling of various feedstocks. Feedstocks include woody biomass (sawdust/wood chips/shredded wood), pulp & paper sludge, sanitary sewage sludge, plastics, cardboard, municipal solid waste, organic greenhouse waste vines, coconut matting waste, and others.

CSCI is currently working with multiple clients in the United States and Canada for custom system implementations. Each client has unique needs and costs, therefore all systems we work with are slightly unique to the end user.

Technology is utilized from off the shelf products from around the world to complete each system. However, the base technology for all of our systems remains the Biomass Energy Techniques (BET) Pyrolysis Rotating Drum (PRD).

7.1 Complete Solutions Leadership

Ian Soder, Director, and Founder has over 20 years experience in the construction industry in western Canada. Most of this time was spent working with Water and Wastewater treatment plant construction. This experience with complex systems has helped forge the basis of what CSCI is today.

Jason Holtz, Director, has over 30 years of experience in the construction industry in North America. Most of his experience is in the steel manufacturing business. Structural steel, specialty metals, and custom fabrications have all led to great input on the overall systems utilized by CSCI' Clients.

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8.0 Appendix G: Additional Information

8.1 MYERS Feed Bin Data Sheets.

MEETING DATE: July 22, 2025

STAFF PERSON RESPONSIBLE: Dan Roberts, Assistant Director, Operations

DESCRIPTION: Purchase Order to Complete Solutions Consulting International Inc. (CSCI) for the Purchase of a 17" Diameter Log Chipping and Grinding System for the proposed Douglas County Biochar Facility, in the Amount of $1,114.041.28.

SUMMARY: Board approval is requested to proceed with the purchase of one 17" Diameter Log Chipping and Grinding System for the proposed Douglas County Biochar Facility. The 17" Diameter Log Chipping and Grinding System is one of the system components required for processing biomass to biochar.

The Douglas County Biochar Facility is scheduled to begin construction in July 2025 and is expected to be operational by mid-2026. Several elements of the facility, including this log chipping system, have lengthy manufacturing lead times and are being ordered in advance to meet the project schedule. Additional negotiation may be required on specific terms of the proposal. The biochar facility is a public/private partnership between Douglas County, Complete Solutions Consulting International Inc., and Carbon Harvest LLC, a team selected under RFEI No. 29-94, Biomass Processing Facility.

Funding for this project will come from Business Unit 870079 in Fund 275 in the amount of $1,114.041.28.

RECOMMENDED ACTION: Staff recommends approval of a Purchase Order to Complete Solutions Consulting International Inc. (CSCI) for the Purchase of a 17" Diameter Log Chipping and Grinding System for the proposed Douglas County Biochar Facility, in the Amount of $1,114.041.28.

REVIEW:

Kristina Mann	Approve	7/14/2025
Jeff Garcia	Approve	7/16/2025
Andrew Copland	Approve	7/18/2025
Doug DeBord	Approve	7/18/2025

ATTACHMENTS:

Updated 7_22 Equipment Rental Proposal - Log Chipping Equipment

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Douglas County RFEI#29-94 (Equipment Proposal)
Biomass/Biochar Facility – Chipping Equipment Proposal

COMPLETE SOLUTIONS WASTE TO ENGERY & BIOCHAR PROPOSAL

NO. 202506-03 – FEEDSTOCK PROCESSING EQUIPMENT

Complete Solutions Consulting International Inc.
310 Circle Drive, St. Albert, Alberta, Canada

June 12, 2025

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Ian.Soder@csc-int.ca
780-220-5449

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1.0 Quotation Summary

Complete Solutions Consulting International Inc. (CSCI) submits this quotation to Douglas County (DC) for the supply of equipment for processing raw feedstock for use in biochar equipment, previously quoted. CSCI will work with DC to assist in the design. The complete system will be designed for the purpose of consuming raw logs under 10" & 17" (both options included) and arborist biomass.

A CSCI representative will be on site to supervise the set up, start up, and commissioning on the same trip as the Biochar Equipment as quoted in **202505-001**. Additional trips as required will be in addition to this pricing.

Barring disruptions beyond its control, CSCI will be ready to ship the equipment deliverables at the manufacturer's site within 48 weeks of the date it receives the Customer's Milestone 2 payment as outlined in Section 5.1. Delivery dates will be confirmed upon Milestone 2. Pricing is valid until **July 28, 2025.**

This proposal is limited to the supply only of grinding and chipping equipment for the purposes of converting raw woody biomass into acceptable sizes for conversion into Biochar.

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780-220-5449

June 12, 2025

Douglas County
301 Wilcox Street
Castle Rock, CO, USA

ATTN: Holly Carrell

RE: Douglas County – Waste to Energy & Biochar
CSCI Quote No. 202506-03 – Sustainable Waste to Energy – Feedstock Processing Equipment

Dear Holly,

Please see below and the attached back up documentation for the pricing as requested for wood feedstock chipping and shredding for use with the BET31-PRD. This equipment will be required for the processing of raw materials into appropriately sized feedstock for the PRD equipment.

~~**9.9" Diameter Log Chipping System** **$584,245.02 USD**~~

~~System has one input into the chipper. All materials are fed through the chipper. Discharge is into a single location in a pile.~~

~~Part 1 – Long Leadtime:~~ ~~$338,639.52 USD~~

- ~~VHT 250-1050 Drum Chipper (250kw)~~ ~~**(up to 9.9" dia.)**~~
- ~~Allen Bradley Controls (with VFD's for Chipper and Integration)~~
- ~~Drum Chipper Lifting Base~~

~~Part 2 – Shorter Leadtime:~~ ~~$245,605.50 USD~~

- ~~Vecoplan Vibratory Infeed Conveyor with Metal Detection~~
- ~~Vecoplan VKU-1000 Chain Conveyor w/ Hardox Floor~~
- ~~Installation Supervision~~
- ~~Start-Up~~

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17" Diameter Log Chipping System **$787,962.72 USD**

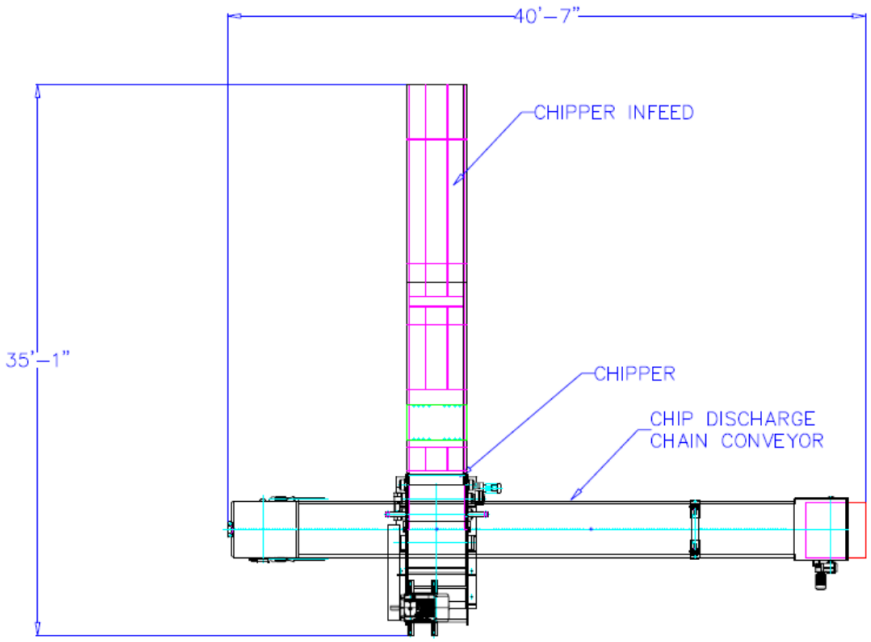
System has one input into the chipper. All materials are fed through the chipper. Discharge is into a single location in a pile.

Part 1 – Long Leadtime: $542,357.22 USD

- VHT 250-1050 Drum Chipper (250kw) **(up to 17" dia.)**
- Allen Bradley Controls (with VFD's for Chipper and Integration)
- Drum Chipper Lifting Base

Part 2 – Shorter Leadtime: $245,605.50 USD

- Vecoplan Vibratory Infeed Conveyor with Metal Detection
- Vecoplan VKU-1000 Chain Conveyor w/ Hardox Floor
- Installation Supervision
- Start-Up



Screening System Cash Allowance **$ 20,000.00 USD**

- Final selection to be completed in discussion with DC.
- Simple screen at the discharge point of the chipping equipment is the current design intent.

Clarifications:

- All Taxes / Duty / Tariffs are additional to this pricing.(See Appendix B)
- Additional equipment options must be installed at the same time as the BET-PRD UNIT equipment. Additional trips will be extra to this pricing (see Appendix F)
- Storage of equipment when ready for delivery, if site is not ready, will be additional.
- Freight / Hoisting / Assembly & Handling.
- See Appendix A-I for additional clarifications and information.
- Screener for twigs and branches are excluded from this proposal. Pricing and final design is pending.

Pricing is subject to all terms and conditions included in this proposal and is only in effective until July 28, 2025.

We look forward to working with you on your upcoming project.

Sincerely,

Ian Soder, CET, GSC
Complete Solutions

www.csc-int.ca
Ian.Soder@csc-int.ca
780-220-5449

Proposal acceptance in full, please execute the following in acceptance:

Douglas County
301 Wilcox Street
Castle Rock, CO, USA

Signature:_____

Name: Holly Carrell

Title:_____

Complete Solutions Consulting International Inc.
310 Circle Drive
St. Albert, AB T8N 7L5

Signature:_____

Name: Ian Soder

Title: Director

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Ian.Soder@csc-int.ca
780-220-5449

2.0 Appendix A - Basis of Quotation

1. This equipment is intended to process raw logs up to 9.9” or 17” diameter, and arborist chipped materials into a common feedstock for the BET31S-PRD equipment from CSCI.
2. Vecoplan US will be the equipment manufacturer and vendor to CSCI for this screening, grinding, and shredding equipment.
3. Performance, throughput, components, and layout are all contingent upon the option selected by the DC.
4. Vecoplan will be the on-site specialist during the set up and commissioning on these pieces of equipment.
5. Long lead equipment is broken down for both options, ordering these first will allow for schedule and pricing security. The shorter lead time equipment can be ordered once funding sources are confirmed for the overall project.
6. Screener will need to be added to the discharge location of the chipped materials for removal of branches or twigs that may get through the system. Details and design of this portion will follow after meetings with DC and CSCI.

www.csc-int.ca
Ian.Soder@csc-int.ca
780-220-5449

3.0 Appendix B – Additional information:

Below are action and information items for Douglas County as they work through this project with Complete Solutions and other Stakeholders. These items are identified to ensure a full picture of issues to consider while developing the overall project.

Action Required:

- **Payments** – Pay invoices on time to ensure project timelines
- **Engineering** – Any engineering for the project and equipment
- **Installation** – Crew to install equipment
- **Media** – Include Complete Solutions in media events

Information / Assumed:

- **Payments**
  - All Taxes / Duty / Tariffs.
  - Milestone payments to CSCI per clause 5.1.
- **Engineering**
  - Overall system integration engineering with project equipment components.
  - All permits as required for the site area, including engineering if required.
  - Additional power as required for all equipment – requirements will be clarified once equipment is selected.
  - Overall engineering for each component integration and with the building systems.
  - A compacted surface or foundation engineered to carry system weight.
  - See other areas of proposal for additional clarifications.
- **Installation**
  - Freight / Hoisting / Assembly & Handling.
  - This equipment must be installed at the same time as the BET-PRD UNIT equipment. Additional trips will be extra to this pricing.
  - Electrical work, such as site Interconnects, Terminations, additional feeds, etc.
  - Miscellaneous metals, including stands, hoppers, and deflectors as required.
  - Daily Operations of the overall system including all checks, maintenance based on Manufacturers requirements.
  - Hoisting equipment for unloading and set up equipment on site. Crane/forklift/telehandler with operators on site to be utilized for unloading and set up of equipment.
  - Labour and equipment required for the set up of all equipment, with the supervision of CSCI(Vecoplan) personnel.
  - DC and CSCI will both maintain proper insurance as required for the project work.
- **Media / Public Relations**
  - DC will include CSCI during media communications related to the project and provide access to CSCI for BD & PR activities.

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4.0 Appendix C - CSCI Inputs

1. Overall project support relating to site layout, the implementation of equipment and the delivery to site. Client is ultimately responsible for design.
2. Remote (zoom/teams) support for system integration between the equipment manufacturers (PRD / Vecoplan / Feed Bins) and DC design and construction group for overall system.
3. Supervision on installation during the same trip for the PRD equipment set up and commissioning (202505-01). Additional trips for this equipment will be extra.

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5.0 Appendix D - Financial

5.1 Payments Schedule

This quotation is based on DC electronically wire transferring milestone payments into the CSCI account as follows. All numbers are before applicable taxes.

- **10% Deposit required by July 28, 2025 to lock in pricing.** Initial deposit is completed at time of wire transfer, not from invoice date.
- Additional 45% required by August 28, 2025, or sooner, to start manufacturing and confirm delivery date, completed upon wire transfer, not from invoice. Pricing is subject to change for this unit if payment not received by this date.
- Manufacturing progress due payable 90 days after payment 2 is received.
- Unit inspection progress will allow release of equipment from the manufacturer, completed upon wire transfer, not from invoice. Client is invited to inspect equipment prior to shipping at their own cost.
- All numbers are in USD.

Payment Schedule – Based on 17" Full Order		
	Description	**Payment**
	TOTAL COST:	**$ 787,962.72**
1	Initial Deposit **(10%)** by July 28, 2025	$ 78,796.27
2	**Manufacturer Deposit (45%)** by August 28, 2025	$ 354,583.22
3	90 Days after Manufacturing Deposit **(25%)**	$ 196,990.68
4	Unit Inspection and prior to Freight **(15%)**	$ 118,194.41
5	Equipment Delivered **(3%)**	$ 23,638.88
6	Commissioning Complete **(2%)**	$ 15,759.25
		$ 787,962.72

5.2 The Warranty

All warranties from the equipment provided through CSCI will be **direct from Manufacturer to DC**. CSCI will support as we are able, however, the warranty will be carried directly between the equipment manufacturer and DC.

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12-month BET system parts replacement from date CSCI deliverables are commissioned on site. Warranty applies to mechanical, electrical and control components (breakers, sensors, motors, actuators, and like). Wear materials (e.g. high temperature envelope linings) are excluded.

Owner pays cost of transport of replacement parts from supplier's address to Owners project site, and installs replacement parts.

Once Client confirms equipment required, each manufacturers warranty will be provided.

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6.0 Appendix E - Other Conditions

- Unless otherwise agreed, the client remains Prime Contractor/Responsible Party for all Work/Safety on the client's site.
- Manufacturers warranty will be provided as noted in the attached from Biomass Energy Techniques.
- Liquidated Damages and/or Consequential Damages, in any form, will not be accepted by CSCI or Biomass Energy Techniques.
- CSCI does not and will not carry Workers Compensation Coverage. CSCI support for installation is purely supervision, no physical labour is included from CSCI.
- Operation of the system is required to be within the Operations Manual from the manufacturer. Deviation from this may void warranties.
- CSCI maintains access to the equipment for demonstration purposes with coordination through the Client. NDA can be reviewed as required by the Client.
- All emissions testing data will be made available from DC to Complete Solutions International Inc. upon request, for the duration of system operation.
- Feedstock for the BET System has no high hazard contents (including but not limited to: radioactive materials, mercury-fluorescent light bulbs/tubes, arsenic, lead, sulphur, batteries, chlorine-other halogens, and like materials requiring special consideration) that may cause BET emissions to exceed governing authority emissions limits.
- Standard payment terms for DC are Net 30, on progress payments. Deposit and payments per manufacturer schedule are required for manufacturing to proceed and are dated once funds have been transferred. This deposit schedule is based on the total cost of the system, excluding PC Sums. Time frames for the project are based on received payment date, not invoice date.
- Bonding or Surety of any form has not been included in this proposal.

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7.0 Appendix F - Ongoing BET O&M Support

The BET system, excepting automation system software, can be maintained by appropriately qualified contractors; utilizing remote guidance from/consultation with BET representatives where required.

BET system operators should make a "trouble call" to BET whenever they cannot achieve BET system operation consistent with contracted performance.

Owner will allow unrestricted internet access 24/7/365 to its BET automation system so CSCI representatives can, at any time, access the BET system computer and remotely view the same real time information displayed on the site BET automation system monitor. BET will advise Project BET system operators when BET detects a system irregularity.

A CSCI representative(s) will travel to site if/as required for troubleshooting/supporting BET system service personnel. **Costs are as per the attached rate sheet and a separate contract agreement can be made for these services if required.**

CSCI Rate Sheet		
	Description	**Rate**
1	CSCI Technical Support (hourly – remote – minimum 2 hour)	$ 125.00
2	CSCI Technical Support (daily – on site – including travel days)	$ 1,250.00
3	All Business travel (costs + 15% OH&P)	15%
4	All third-party costs as required (cost + 15% OH&P)	15%

Note:

All rates are in USD unless noted otherwise
All pricing & rates are excluding tax unless noted otherwise
All third-party invoices will include a 15% Overhead & Profit
CSCI Rate Sheet pricing valid until December 31, 2025

www.csc-int.ca
Ian.Soder@csc-int.ca
780-220-5449

8.0 Appendix I: Additional Information

8.1 Vecoplan Data Sheets.

Drum chipper VTH 450 - 850 B belt drive

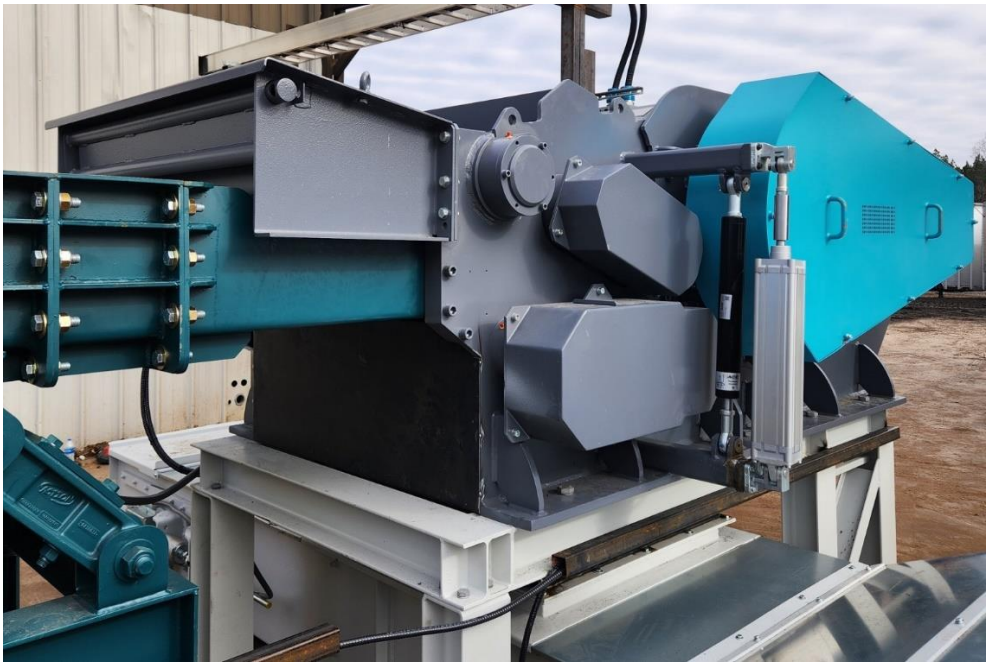


Illustration similar
To chip logs up to 17" (450mm)
Hard- and Softwood
Intake Height . 450 mm
Intake width . 850 mm
Rotor diameter . 1000 mm
No. of chipping knives . 2 off
Chip length approx. . 50 mm
No. of upper rollers . 1 off
No. of lower rollers . 3 off
Throughput capacity approx. 30 t/hour
Driving side . Right hand (standard)
Motor power . 250 kW
Operation voltage . 460 V
Frequency . 60 Hz

The Vecoplan® drum chipper is a robust, reliable and extra high-performance chipper with a short horizontal material feeding device for the production of large throughput capacities of waste-to-energy chips for biomass power plants.
Standard equipment:
• The VTH-machine housing is designed as robust gas shield welded construction with optimized functional machine geometry for powerful and trouble-free operation at maximum machine life. Easy and quick access for maintenance and inspection at machine standstill by hydraulically opening rotor cover with electromechanical safety lock.
• The VTH chipping rotor is statically balanced for low vibration operation. The robust bearing with lowmaintenance spherical roller bearings in steel housings ensures maximum availability. Rotor with one set of chipping knives made of hardened, high-alloy tool steel for highest tool life. The regrindable chipping knives are quick and easily to replace.
• VTH-counter knife unit consisting of a robust and solid counter knife bar with strip cutters of hardened tool steel. Easy replacement and quick adjustment by hydraulically extendible counter knife bar.
• VTH-screen, robust and long-lasting. Quick replacement by swing-out screen basket.

• VTH-material feed horizontally by superimposed infeed rollers. Lower feed rollers with surface-hardened special cut supported in machine frame. The upper feed roller with replaceable spikes for low wear is supported in the upper feed unit. The feed rollers are supported in robust steel flange bearings for long service-life. Reliable protection of all roller bearings against contamination by sealed bearing housings.
Powerful drive of feed rollers via in generously-dimensioned slip on gear motor for a reliable permanent operation. The hydraulic automatic lifting/relief device of upper feed roller assembly guarantees for an improved intake of logs with large diameter. Upper feed unit with hydraulic shock absorbing.
• Central hydraulic unit for opening of rotor hood, replacement of counter knife, lifting of upper feed roller assembly and shock absorbing of upper feed roller assembly.
• Incl. stair top (max. 2 steps) for ergonomic knife replacement.
• Incl. special tools for chipping and counter knife replacement and one machine manual with operation and maintenance instructions.
• Customers responsibilities, unless otherwise agreed:
To protect the machine and especially the chipping tools the input material must be free from contaminations/metal parts. If this can not be ensured, a metal detector is mandatory upstream in the material feeding.
During the operation of the machine there arises a sound pressure level of 105-115 dB(A) depending on the infeed material. Any noise protection measures are to be customer supplied.
• Note: For reasons of warranty and liability, we expressly recommend that the components are installed and commissioned by Vecoplan®, as otherwise warranty claims may be rejected.

Vecoplan VKU Discharge Drag Chain Conveyors

Metal detector tunnel coil MSG 850 Maxi

Illustration similar

Drum chipper VTH 250 - 850 B belt drive

(Illustration similar)

To chip logs up to 10" (250mm)
Hard- and Softwood
Intake Height . 250 mm
Intake width . 850 mm
Rotor diameter . 700 mm
No. of chipping knives . 2 off
Chip length approx. . 50 mm
No. of upper rollers . 1 off
No. of lower rollers . 3 off
Throughput capacity approx. 20 t/hour
Driving side . Right hand (standard)
Motor power . 260HP – 160KW (@50HZ)
Operation voltage . 460 V
Frequency . 60 Hz

The Vecoplan® drum chipper is a robust, reliable and extra high-performance chipper with a short horizontal material feeding device for the production of large throughput capacities of waste-to-energy chips for biomass power plants.
Standard equipment:
• The VTH-machine housing is designed as robust gas shield welded construction with optimized functional machine geometry for powerful and trouble-free operation at maximum machine life. Easy and quick access for maintenance and inspection at machine standstill by hydraulically opening rotor cover with electromechanical safety lock.
• The VTH chipping rotor is statically balanced for low vibration operation. The robust bearing with lowmaintenance spherical roller bearings in steel housings ensures maximum availability. Rotor with one set of chipping knives made of hardened, high-alloy tool steel for highest tool life. The regrindable chipping knives are quick and easily to replace.
• VTH-counter knife unit consisting of a robust and solid counter knife bar with strip cutters of hardened tool steel. Easy replacement and quick adjustment by hydraulically extendible counter knife bar.
• VTH-screen, robust and long-lasting. Quick replacement by swing-out screen basket.

• VTH-material feed horizontally by superimposed infeed rollers. Lower feed rollers with surface-hardened special cut supported in machine frame. The upper feed roller with replaceable spikes for low wear is supported in the upper feed unit. The feed rollers are supported in robust steel flange bearings for long service-life. Reliable protection of all roller bearings against contamination by sealed bearing housings.
Powerful drive of feed rollers via in generously-dimensioned slip on gear motor for a reliable permanent operation. The hydraulic automatic lifting/relief device of upper feed roller assembly guarantees for an improved intake of logs with large diameter. Upper feed unit with hydraulic shock absorbing.
• Central hydraulic unit for opening of rotor hood, replacement of counter knife, lifting of upper feed roller assembly and shock absorbing of upper feed roller assembly.
• Incl. stair top (max. 2 steps) for ergonomic knife replacement.
• Incl. special tools for chipping and counter knife replacement and one machine manual with operation and maintenance instructions.
• Customers responsibilities, unless otherwise agreed:
To protect the machine and especially the chipping tools the input material must be free from contaminations/metal parts. If this can not be ensured, a metal detector is mandatory upstream in the material feeding.
During the operation of the machine there arises a sound pressure level of 105-115 dB(A) depending on the infeed material. Any noise protection measures are to be customer supplied.
• Note: For reasons of warranty and liability, we expressly recommend that the components are installed and commissioned by Vecoplan®, as otherwise warranty claims may be rejected.

Vecoplan VKU Discharge Drag Chain Conveyors

Inline Metal Detection

MEETING DATE: July 22, 2025

STAFF PERSON RESPONSIBLE: Tim Hallmark, Director, FFESS

DESCRIPTION: Amendment One to Public Contract for Services to DLH Architecture, LLC for Architectural Services Providing Construction Documents and Specifications for the Delva Road Biochar and Future PW Maintenance Facility for Over Lot Grading. To now Include Facility Design and Construction Documents. Related to the Project for the New Contract Amount of $252,910.00.

SUMMARY: On February 7, 2025, the County Manager approved the Public Contract for Services with DLH Architecture, LLC in the amount of $93,350.00 for site planning/over lot grading under RFQ No. 047-22. This phase of the project is nearing completion. At the request of staff DLH has submitted a request for additional services to include professional architectural services required to develop the design, prepare the construction documents and specifications, furnish bidding support services, provide contract administration and closeout services for the new Sedalia Facility building planned on the Delva Road site in the amount of $159,560.00.

RECOMMENDED ACTION: Request Board's approval of Amendment One to the Public Contract for Services to DLH Architecture LLC in the amount of $159,560.00 for a new contract total of $252,910.00 to complete additional work for facility Design and Construction Documents.

REVIEW:

Tim Hallmark	Approve	7/10/2025
Jeff Garcia	Approve	7/14/2025
Andrew Copland	Approve	7/18/2025
Doug DeBord	Approve	7/18/2025

ATTACHMENTS:

Hallmark Sedalia Facility Design 7-10-25
2025240_DLH_870077_SEDALIA-BIOCHAR PRJCT_2025_APPROVED
2025 DC_1st Amendment to PCS - DLH Delva Rd_ 07.16.2025

DLH Architecture

July 10, 2025

Tim Hallmark
Director, FFESS
Douglas County Government
3030 North Industrial Way
Castle Rock, CO 80109

RE: **Current Contract - DCG – Delva Road Facility**
Additional Services Request # 1 – Sedalia Facility Design

Tim,
DLH Architecture, LLC is pleased to provide **Douglas County Government** with the following proposal to provide the professional architectural services required to develop the design, prepare the construction documents and specifications, furnish bidding support services, provide contract administration and close out services for the new Sedalia Facility building planned on the Delva Road site near Sedalia CO. Based on our discussion to date, the scope of the project is described as follows:

Scope of Work

- DCG Sedalia Facility,
  1. Review all existing plans and data provided by DCG
  2. Prepare an initial master plan concept sketch showing how this new building would interact with the existing trash disposal site. This work has essentially been completed.
  3. Revise the initial master plan sketch as required to address the current DCG Engineering program requirements scope of work.
  4. Develop a base master site plan for the entire site and submit that plan to DCG Planning for L& E acceptance.
  5. The site and grading work are already underway with Collins Engineering.
  6. Develop and refine the building floor plan and elevations from the DCG revised input from the the machinery manufacturers.
  7. Provide CAD based Schematic Drawings of the building layout and review those with you and the DCG design committee.
  8. Implement DCG comments into the project's Design Development drawings.
  9. Start Structural, Landscape, Mechanical, Plumbing and Electrical (SLMPE) engineering for the contract documents and planning submissions. Continue with the Civil Engineering
  10. Review design development drawings including the SCLMEP drawings with the County
  11. Revise the Design Development drawings as requested by the DCG design committee.
  12. Prepare all planning site plan submittals as required by DCG Planning for the L&E submittal
  13. Prepare and provide the contract bidding documents in AutoCAD format and a project manual in Microsoft Word format for bidding.
  14. Work with DCG purchasing to prepare the project for contractor distribution.
  15. Assist the County in bidding the project to General Contractors.
  16. Answer addendum questions during the contractor procurement process.
  17. Provide full contract administration services through the construction of the building.
  18. Review and respond too all shop drawing submittals
  19. Attend weekly OAC meetings with the contractor
  20. Provide all final punch list documentation.
  21. Provide all as-built and close out documentation as prepared by the GC.

Tim Hallmark
Douglas County – Sedalia Facility Design Scope
Additional Services Request
7-10-25

Sub Consultants:
The following sub-consultants will be retained for this project. All have worked for DCG and are familiar with DCG requirements and specifications:

- Structural Engineering - **HCDA Engineering**
- Civil Engineering - (Currently working on the project) **Collins Engineering**
- Mechanical / Plumbing Engineering - **Envision**
- Electrical Engineering - **PK Electrical**
- Landscape Architecture - **Natural Design Solutions**

Schedule:
Based on our discussions to date and acceptance of this proposal by July 22, 2025, DLH Architecture, LLC intends to finish the design development documents by August 12, 2025. Contract Documents would be completed by September 9, 2025.

Survey and soils information would need to be requested and obtained as soon as possible to meet that schedule

The project would be released for GC pricing on September 11, 2025 after DCG review. Bids would be received on October 25, 2025 and all associated costs would be evaluated for funding.

Funded Scope Budget:
A budget has not been received for this project as of this proposal submission date but DLH Architecture would anticipate a probable construction cost of around $242 /sf for the 7,440-sf building planned which would cost $1,800,000.

Proposed Fee:
The proposed architectural and engineering services fee described above for this work in accordance with our initial design sketches and possible building cost would be 8.86% of the anticipated construction cost of approximately $1,800,000 for a fixed fee of $159,560.

I have attached a breakdown of this fee for your information.

Please note that no well water system or septic field design is included in this proposal.

All professional fees would be billed monthly based on the percentage of work completed in accordance with DCG' billing schedule for this project. Reimbursables are included in this fee. All final record documents are also included in this scope of work. Travel outside of the Douglas County area for review purposes is not included in this proposal and would be billed as an additional service plus actual travel expenses.

Thank you once again for the opportunity to present this proposal. We are looking forward to this project.

Sincerely,

David Hieronymus, AIA CEFPI
Principal Architect

PURCHASE ORDER

DOUGLAS COUNTY
COLORADO

100 Third Street, Suite 130
Castle Rock, CO 80104
Email: ckronhart@douglas.co.us
(720) 673-4135

PO Number: 2025240
Department: 870077
Vendor No: 1002888
Tax ID: 84-1423574

Vendor:
DLH ARCHITECTURE LLC
200 FRONT STREET
CASTLE ROCK CO 80104

Ship To:
DOUGLAS COUNTY GOVERNMENT
FACILITIES MANAGEMENT
3026 NORTH INDUSTRIAL WAY
CASTLE ROCK CO 80109

Ordered Date: 02/26/25
Requested Date: 02/26/25

Terms: Net 30 Days

Line	Description	UOM	Account Number	Extended Price
1.000	Construction	EA	870077.472100	93,350.00

BIOCHAR FAC ARCHITECT SERVICES

SCOPE OF WORK: ON-CALL ARCHITECTURAL SERVICES PROVIDING CONSTRUCTION DOCUMENTS AND SPECIFICATIONS FOR THE DELVA ROAD BIOCHAR AND FUTURE MAINTENANCE FACILITY FOR OVER LOT GRADING.
PRICING AND SERVICES AS SPECIFIED PER ALL TERMS AND CONDITIONS OF THE REQUEST FOR QUOTE (RFQ) NUMBER 047-22, THE ASSOCIATED RESPONSE FROM DLH ARCHITECTURE, LLC, THE PUBLIC CONTRACT FOR SERVICES DATED FEBRUARY 7, 2025, AND THE QUOTE DATED JANUARY 24, 2025. TERM: FEBRUARY 7, 2025-DECEMBER 31, 2026. TOTAL COST OF THIS PURCHASE ORDER: $93,350.00
COUNTY CONTACT: TIM HALLMARK OR TROY BAHR @ 303-663-7707

Sub Total:	93,350.00
Total Order:	93,350.00

TERMS AND CONDITIONS OF PURCHASE

- The purchase of the products and/or services described herein are subject solely to the standard terms and conditions of Douglas County Government. The terms and conditions are printed below and on the flip-side of this purchase order. In addition, the terms and conditions are posted on the Finance Department/Purchasing Division webpage at http://www.douglas.co.us/government/departments/finance/purchasing/
- This Purchase Order ("PO") may contain an item or items issued pursuant to a Master Contract or other agreement previously agreed to between Douglas County and the Vendor. All of the terms and conditions of the Master Contract or other agreement shall govern the purchase of the related item(s). The Vendor acknowledges and agrees by accepting this PO: a) that for any item referencing the Master Contract or other agreement and where the terms and conditions stated in this PO differ from the Master Contract or other agreement the PO terms are void and of no effect; and b) that where there is no Master Contract or other agreement, the Vendor agrees to be bound by all of the terms and conditions of this PO.

2/26/2025
Douglas County Government Purchasing Approval DATE:

TERMS & CONDITIONS ~ DOUGLAS COUNTY PURCHASE ORDER

1) Non–exclusive: This PO is non–exclusive. The County does not guarantee any minimum purchase other than as provided herein.
2) Inspection and Acceptance: The Vendor shall perform all services in accordance with the standard of care by highly competent vendors who perform like or similar services. The County may inspect all goods/services prior to acceptance. Payment does not constitute acceptance. The Vendor shall bear the cost of any inspection/testing that reveal goods/services that are defective or do not meet specifications nor impose liability on the County for such goods/services. If any part of the goods/services are not acceptable to the County, the County may, in addition to any other rights it may have at law or in equity: (1) make a warranty claim; (2) repair and/or replace the goods or substitute other services at the Vendor's expense, or (3) reject and return the goods at the Vendor's cost and/or reject the services at the Vendor's expense for full credit. Any rejected goods/services are not to be replaced without written authorization from the County, and any such replacement shall be on the same terms and conditions contained in this PO.
3) Shipping, Taxes & Other Charges: The Vendor shall procure all permits and licenses, pay all charges, taxes and fees; and give all notices necessary and incidental to the fulfillment of this PO, and all cost thereof have been included in the prices herein. The County shall not be liable for the payment of taxes, late charges or penalties of any nature. The Vendor shall be responsible for any environmental contamination, damages and cleanup.
4) Risk of Loss: The Vendor shall bear the risk of loss, injury or destruction of goods prior to delivery to the County. Loss, injury or destruction shall not release the Vendor from any obligation hereunder.
5) Invoice: Each invoice shall include (1) the PO number; (2) individual itemization of the goods/services; (3) per unit price, extended & totaled; (4) an invoice number & date; (5) ordering departments name and "ship to" address; and (6) agreed to payment terms.
6) Payment: The County's payment obligations hereunder, whether direct or contingent, shall extend only to funds appropriated by the County for the purchase of this PO.
7) Indemnification/Limitation of Liability: The Vendor shall indemnify and hold harmless the County against any and all losses, liability, damage, claims, demands, actions and/or other proceedings and all costs and expenses connected therewith, including without limitation attorney fees, that arise out of or relate to any claim of infringement of patent, trademark, copyright, trade secret other intellectual property right related to this PO or that are caused by or the result of any act of or omission of the Vendor, its agents, suppliers, employees or representatives. The Vendor's obligations shall not apply to any liability or damages which result solely from the negligence of the County.
8) Termination: The County may terminate this PO immediately, in whole or in part, at any time for any reason, upon written notice to the Vendor.
9) Venue: Venue for all legal actions shall lie in the District Court for the County of Douglas and shall be governed by the laws of the State of Colorado.
10) Assignments; Third Party Beneficiary: The Vendor shall not assign or subcontract any of its rights or obligations under this PO without the prior written consent of the County. The Vendor shall continue to be liable under this PO and any permitted assignee or subcontractor shall be bound by the terms and conditions contained herein. This PO is solely for the benefit of the County and the Vendor and no third parties.
11) Compliance with Laws: The Vendor shall observe and comply with all federal, state and local laws, codes, ordinances, rules, regulations and executive orders related to its performance under this PO. The County may terminate this PO, in whole or in part, if the Vendor or an employee is convicted or admits culpability to a criminal offense relating in any way, direct or indirect, to this PO.
12) Insurance: The Vendor may be required by the County's Risk Management Office to carry automobile liability, general liability or professional liability insurance covering all goods and services related to this PO. The Vendor shall comply with all the insurance requirements of the County's Risk Management Office.
13) No Discrimination in Employment: The Vendor agrees not to refuse to hire, discharge, promote or demote, or discriminate in matters of compensation against any person otherwise qualified, solely because of race, creed, sex, color, national origin, or ancestry.
14) Illegal Aliens: The Vendor shall comply with C.R.S. 8–17.5–101 *et seq* regarding illegal aliens – Public Contract for Services.
15) Governmental Immunity: The Vendor understands and agrees that the County, its commissioners, officials, officers, directors, agents and employees, are relying on and do not waive or intend to waive any provisions provided by the Colorado Governmental Immunity Act, C.R.S. 24–10–101 to 120, or otherwise available to the County.

FIRST AMENDMENT TO PUBLIC CONTRACT FOR SERVICES

THIS FIRST AMENDMENT TO PUBLIC CONTRACT FOR SERVICES (the "Amendment") is made and entered into as of this _____day of _____, 2025, by and between the **BOARD OF COUNTY COMMISSIONERS OF THE COUNTY OF DOUGLAS, STATE OF COLORADO** (The "County"), and **DLH ARCHITECTURE, LLC** (the "Contractor"). The County and the Contractor are hereinafter collectively referred to as the "Parties."

RECITALS

WHEREAS, the Parties entered into a certain Public Contract for Services dated February 7, 2025, (the "Contract") for the Consultant to provide architectural and civil engineering services required for the development, design, and preparation of L & E submittals along with bid-level construction documents and specifications for the overlot grading of the Future Biochar, Maintenance Facility, and detention pond to be located off of Delva Road; and

WHEREAS, the original Maximum Contract Expenditure of the Contract was ninety-three thousand three hundred fifty dollars and zero cents ($93,350.00); and

WHEREAS, the Parties desire to amend the Contract a first time by increasing the Maximum Contract Expenditure for additional work and updating the scope of work exhibit; and

WHEREAS, the Parties now have determined that additional clarifications are needed; and

WHEREAS, the County has budgeted and appropriated the necessary funds to satisfy the financial obligations set forth in the Contract.

NOW, THEREFORE, the Parties hereto mutually agree as follows:

1. Section 4 of the Contract is hereby amended to read:

   MAXIMUM CONTRACT EXPENDITURE: Any other provision of this Contract notwithstanding and pursuant to Section 29-1-110, C.R.S., the amount of funds appropriated for this Contract is **NINETY-THREE THOUSAND THREE HUNDRED FIFTY DOLLARS AND ZERO CENTS ($93,350.00).** The funds appropriated for this First Amendment is **ONE HUNDRED FIFTY NINE THOUSAND FIVE HUNDRED SIXTY DOLLARS AND ZERO CENTS ($159,560.00)** for fiscal years 2025 and 2026. In no event shall the County be liable for payment under this Contract for any amount in excess thereof. The County is not under obligation to make any future apportionment or allocation to this Contract, nor is anything set forth herein a limitation of liability for the Contractor. Any potential expenditure for this Contract outside the current fiscal year is subject to future annual appropriation of funds for any such proposed expenditure.

2. Exhibit A is replaced with **Exhibit A-1**.

3. **OTHER TERMS AND CONDITIONS REMAIN:** In the event of any inconsistencies between the Contract and First Amendment, the terms of this First Amendment shall control. Except as expressly set forth in this First Amendment, the Contract otherwise is unmodified and remains in full force and effect. Each reference in the Contract to itself shall be deemed also to refer to this First Amendment.

5. **CAPITALIZED TERMS:** All capitalized terms used but not defined herein shall have the same meanings as defined in the Contract.

6. The remainder of the Contract shall remain in full force and effect.

(Remainder of Page Intentionally Blank)

EXHIBIT A-2

Scope of Work

County Biochar and Maintenance – Overlot grading with pad sites, soils stabilization and detention.

1. Review all existing survey information provided by County and GIS.
2. Prepare the initial site planning for both facilities with access off of Delva Road.
3. Prepare the background documents for the overlot grading concept plan.
4. Prepare the initial overlot grading concept plan showing how the detention pond earth removal would be relocated onto the Delva site.
5. Review the initial overlot grading plan concept with the County.
6. Revise the initial overlot grading concept sketch as required to address the County's needs.
7. Earth balance the site.
8. Start the overlot grading plan documents.
9. Develop the overlot grading plan for submission to the County and State if required.
10. Review and gain approval of the overlot grading plans with earth relocation.
11. Modify the overlot grading plans to conform to the State and final County approvals.
12. Provide AutoCAD based construction documents and specifications for County approval.
13. Work with County purchasing to publish and bid the overlot grading package.
14. Provide bidding and addendum support during contractor procurement.
15. Provide Contract Administration during the GESC installation and overlot grading construction.
16. Work with the Contractor to secure As-built Surveys and Record Documents for the project.

Sub Consultants:

Collins Engineering will be retained for this project as a sub-consultant to perform civil engineering.

Schedule:

Based on our discussions to date and acceptance of this proposal on February 7, 2025, DLH Architecture, LLC intends to finish the contract documents by April 10, 2025.

The project would be released for GC pricing in May 2025 after the County and the State finish reviewing the drawings. Bids would be received on May 29, 2025, and all associated costs would be evaluated for funding. Earth relocation would commence over the summer of 2025.

Additional Service Request #1 – Sedalia Facility Design

To provide professional architectural services required to develop the design, prepare the construction documents and specifications, furnish bidding support services, provide contract administration and close-out services for the new Sedalia Facility building planned on the Delva Road site near Sedalia, CO.

1. Review all existing plans and data provided by the County.
2. Prepare an initial master plan concept sketch showing how this new building would interact with the existing trash disposal site. This work has essentially been completed.
3. Revise the initial master plan sketch as required to address the current County Engineering program requirements, scope of work.

4. Develop a base master site plan for the entire site and submit that plan to County Planning for L & E acceptance.
5. The site and grading work are already underway with Collins Engineering.
6. Develop and refine the building floor plan and elevations from the County's revised input from the machinery manufacturers.
7. Provide CAD-based Schematic Drawings of the building layout and review them with the County and the County design committee.
8. Implement County comments into the project's Design Development drawings.
9. Start Structural, Landscape, Mechanical, Plumbing, and Electrical (SLMPE) engineering for the contract documents and planning submissions. Continue with the Civil Engineering.
10. Review design development drawings, including the SCLMEP drawings, with the County.
11. Revise the Design Development drawings as requested by the County Design Committee.
12. Prepare all planning site plan submittals as required by the County Planning for the L & E submittal.
13. Prepare and provide the contract bidding documents in AutoCAD format and the project manual in Microsoft Word format for bidding.
14. Work with County Purchasing to prepare the project for contractor distribution.
15. Assist the County in bidding the project to General Contractors.
16. Answer addendum questions during the contractor procurement process.
17. Provide full contract administration services through the construction of the building.
18. Review and respond to all shop drawing submittals
19. Attend weekly OAC meetings with the contractor.
20. Provide all final punch list documentation.
21. Provide all as-built and close-out documentation as prepared by the County.

Sub Consultants:
The following sub-consultants will be retained for this project. All have worked for the County are familiar with the County requirements and specifications:

Structural Engineering -	HCDA Engineering
Civil Engineering (Current Working on the project) -	Collins Engineering
Mechanical / Plumbing Engineering -	Envision
Electrical Engineering -	PK Electrical
Landscape Architecture -	Natural Design Solutions

Schedule:
Acceptance of proposal July 22, 2025. Contractor intends to finish the design development documents by August 12, 2025. Contract Documents would be completed by September 9, 2025.

Survey and soils information would be requested and obtained as soon as possible to meet that schedule.

The project would be released for General Contractor pricing on September 11, 2025, after Contractor review. Bids would be received on October 25, 2025, and all associated costs would be evaluated for funding.

MEETING DATE: July 22, 2025

DESCRIPTION: County Manager Report.

ATTACHMENTS:

County Manager Report 7.22.25

TO: The Board of County Commissioners
FROM: Douglas J. DeBord, County Manager
DATE: July 22, 2025
RE: **County Manager Report**

- **Douglas County's Helitack team and helicopter response were critical to containing Louviers fire, experts say –** Beginning on Sunday, July 13, we saw Douglas County's investment in wildfire mitigation resources in action. After receiving reports of multiple spot fires, crews responded swiftly and achieved 90% containment by the following morning. The availability of Douglas County's Helitack team and helicopter were pivotal in this situation, according to emergency response leaders. Visit our webpage for more information.

- **Have you mitigated for wildfire? Let's split the cost this summer -** Whether you're new to Douglas County or just getting settled in, you know that fast-moving wildfires can hit anywhere at any time. Wildfires are the No. 1 natural hazard in Douglas County, which means living in the peace and tranquility of our beautiful natural areas comes with the personal responsibility to mitigate for wildfires. You can act this summer to protect your home, property, and neighborhood – we can help. **Visit our webpage to learn about resources available to homeowners**.

- **The countdown is on to the award-winning 2025 Douglas County Fair & Rodeo!** Are you still looking for one last taste of summer fun before the kids head back to school? Get your tickets now to the 2025 Douglas County Fair & Rodeo, packed with fun for every member of your family. Visit our webpage to check out this year's lineup and join us!

Emergency Management

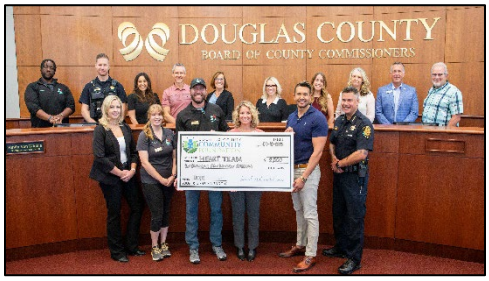
- **Airport and Backcountry Fire Incident Action Plan – July 15, 2025:** Douglas County accepted a delegation of authority from South Metro Fire Rescue for operational and financial responsibility to extinguish the Airport fire.

Lightning from a passing thunderstorm ignited a 5-acre wildfire in the HRCA Backcountry property this afternoon. Aggressive fire attack by the DC Helicopter, DC Bulldozer, South Metro Fire and assisting Fire Departments, Helitack Crew, and resources

from the Airport Fire quickly contained this incident. The proximity of our Incident Command Post and already assigned resources on the nearby Airport fire aided in a rapid response. HRCA campers in the area had already taken shelter from the thunderstorm and were never in danger from the fire. The Backcountry fire will be rolled into the County's delegation for responsibility to control. Airport Fire is now 100% contained at 130 acres. Backcountry Fire is 100% contained at 5 acres.

Community Services

- **People experiencing homelessness in Douglas County continue to receive help, thanks to you** - Your compassion continues to make a difference in the lives of people who may have fallen on hard times in Douglas County. Thanks to your generosity to DouglasHasHeart.org, as part of the countywide "Handouts Don't Help" campaign, a $2,500 donation was presented to the Homeless Engagement, Assistance and Resource Team (HEART) during a Douglas County Homeless Initiative meeting Thursday, July 10. Visit our webpage to donate and learn more about how the money is used.



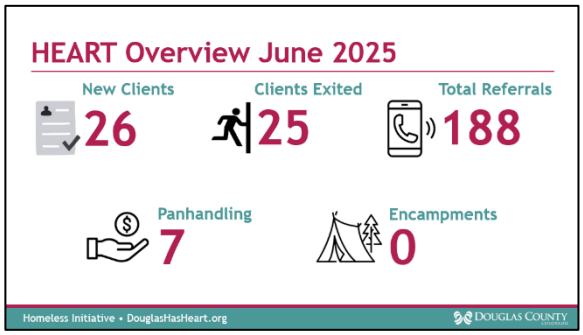
- **Seeking help for an unhoused person in the community is now just a text away -** When you see an unhoused person near your business or home, we know you want to find a way to connect them with resources and expert help. Now, the specially trained Navigators with Douglas County's Homeless Engagement, Assistance and Resource Team (HEART) can receive your text messages as well as phone calls and emails. To contact a member of HEART, please call or text 303-660-7301. Visit our webpage to learn more about HEART and the help they offer.

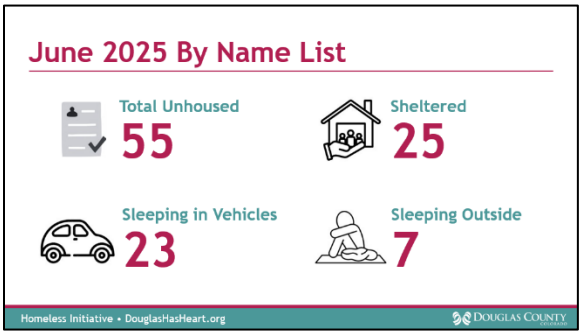
Activity Report July 3 – July 17, 2025

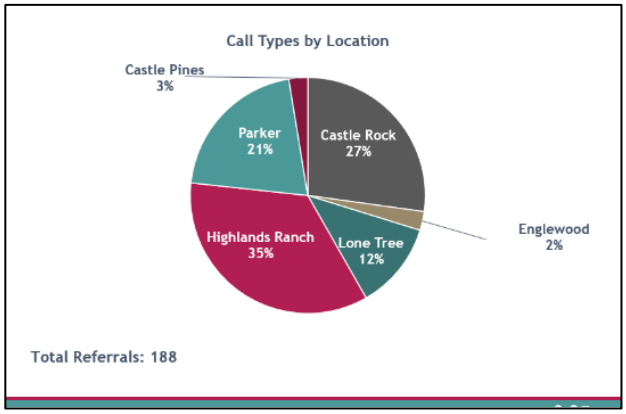
- **Worried about the cost of back-to-school? Help is available to families in need in 2025** - Summer vacation is quickly passing by, and not all families may be in a financial position to buy required school supplies, clothing and other back-to-school necessities.

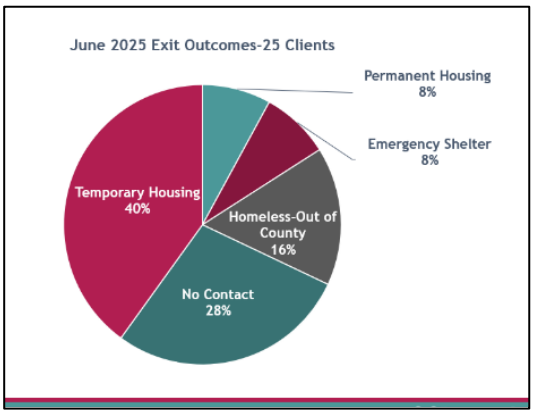
That's why the Strive to Thrive Resource Fair was created. This free biannual event, hosted by Douglas County's Community of Care Network, will be from 4 p.m. to 6 p.m. Tuesday, July 29, at Cherry Hills Community Church, 3900 Grace Blvd., Highlands Ranch. Visit our webpage for details to attend and to register for supplies

- **HEART June 2025 Report:**









- The HEART team participated in the **Economic Development Corporation's Annual Breakfast**, where they presented on the Homeless Initiative and the HEART Program. Informational posters and postcards promoting the *Douglas Has HEART* campaign were distributed to attendees, encouraging support through donations.

- **Grant Provider empowOR Training** – Community Services staff worked with the Castle Rock Senior Activity Center and ACASA Senior Care to provide virtual empowOR training on July 11. The Senior Center had several new staff members they wanted trained in the software and ACASA is a new provider that just received first-time funding for the new grant program year. The empowOR grant software is used to track funding, units of service and compliance with DRCOG requirements.

- **Highlands Ranch Link On Demand Outreach** – Community Services staff and Link drivers participated in the Highlands Ranch 4th of July Parade and the Highlands Ranch Community Association's Summer Concert Series to promote the new Link On Demand microtransit expansion. Drivers provided valuable behind the wheel perspective, enhancing the public engagement.

Sheriff's Office

- **The Douglas County Sheriff's Office is now accepting applications for the 2025 Community Academy -**

Ever wonder what happens behind the scenes at your Sheriff's Office? Here's your chance to find out! This FREE 38-hour program gives citizens an inside look at law enforcement operations, built on the principles of Community Policing, Partnerships, and Problem Solving. Locations: Douglas County Sheriff's Office, Castle Rock Highlands Ranch Sub Station

Schedule: Starts: Tuesday, Sept. 16, 2025 Meets: Tuesdays & Thursdays | 6–9 PM through Oct. 16 One required Saturday class: Oct. 11 | 8 AM – 4 PM Graduation: Oct. 16 | 6 PM

Open to 30 participants, ages 18+. Online registration is now open. Apply by August 31, 2025. Must submit a photo ID and pass a background check. Apply now and become part of the community policing partnership! https://dcsheriff.net/community/community-academy/

Community Development

Planning Resources

- **Exciting updates ahead for fishing and boating at Rueter-Hess Reservoir** - Get ready for enhanced fishing and boating experiences with new regulation updates this month at Rueter-Hess Reservoir. Over the past two years, staff have collaborated with Parker Water & Sanitation District to evaluate visitation patterns, recreational trends, and natural resources to understand the impact of recreation on the property and its effects on the water quality. Visit our webpage to learn about new regulations, including limited catch-and keep-fishing and the limited use of electric trolling motors.

Planning Resources

- **History Repository Partnerships** - On July 2, the Director of the Elbert County Museum came for a tour of the Repository to learn how the County curates and stores collections. The Elbert County Museum is preparing to catalog and organize their collections and looked to Douglas County as an example and for advice. The visit also included a discussion of museum software and the benefits and drawbacks of tracking artifacts with museum software.

  On July 3, the President of the Roxborough Area Historical Society (RAHS) visited the Repository to bring 2 small boxes of artifacts collected by citizens from a historic site in Roxborough. The Repository will identify, catalog, and re-house the artifacts for RAHS and then the artifacts will be displayed in the Roxborough community center.

Public Works

Activity Report July 6 – July 18

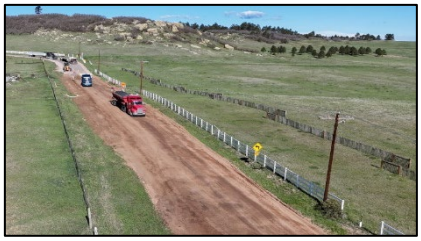
Active Projects (Cone Zone Webpage***)***

- **East Parker Road Median Project and Resurfacing** – This Project started the week of May 27, 2025 and all work is completed. In the first phase of this project, Douglas County installed traffic safety medians on the south side of East Parker Road at Miller Road. Asphalt work followed in phase 2 of the project.

- **West Frontage Road Relocation (aka Dawson Trails Blvd.)** - The West Frontage Road Relocation (Dawson Trails Boulevard) is part of a series of projects aimed at improving access and safety at the southern end of Castle Rock. Construction started on Sept. 9, 2024. The estimated 18-month road closure will enable crews to safely construct the new interchange and relocate this portion of the West Frontage Road to its permanent location, west of the BNSF Railway tracks.

Motorists can expect flaggers, increased safety barrier and narrower lanes, and alternating single lane traffic Monday through Friday, from 7 a.m. to 7 p.m. Delays should be no more than 15 minutes, but drivers should give themselves extra time to reach their destination.

- **Palmer Divide Avenue Paving Project** – Phase 3 construction started May 5, 2025 and was completed on June 30. This is the final phase of a multi-year project to extend the paving on Palmer Divide Avenue from Thunder Road East to S. East Cherry Creek Road, a total of two miles. This project will also include drainage improvements by replacing five existing culvert crossings with new reinforced concrete pipe and flared end sections.



  Over the four-year construction period, the average price increased by approximately 20%, totaling $2.58 million in combined costs. This was an essential segment of the overall roadway network that was paved in the southeast corner of Douglas County. In the next few years, the gravel portions of S. East Cherry Creek Road will be paved, completing this connection.

- **Kendrick Castillo Way / Plum Valley Lane Intersection Signal Project** – This project consists of installing a new traffic signal and making upgrades to meet current ADA requirements at the intersection of Kendrick Castillo Way and Plum Valley Lane. Traffic signal and roadway construction started on May 5, 2025, and traffic control will be in place until early September 2025. Traffic will be reduced to one lane in both north and southbound directions of Kendrick Castillo Way. Traffic control (which includes signage) will start at C-470 and go north to end at County Line Road.

- **US 85 Widening from Highlands Ranch Parkway to C-470** - The US 85 Widening Project is in its final phases of construction and is expected to be completed later this year.

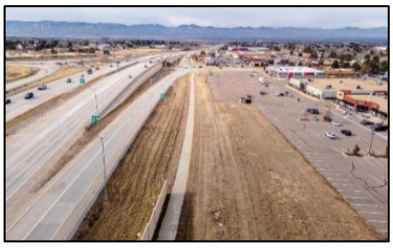
- **Hilltop Road (Legend High School to Crest View Drive) Improvements Project** – For segment 1 of this project, the construction began on April 16, 2025, and the contractor began implementing public notifications on message boards. This is the first of three projects planned over the next few years to reconstruct and widen the Hilltop Road and Singing Hills Road corridors. The project has a 16-month completion date and is anticipated to be finished by September 2026. Phase 2 of Construction is anticipated to begin in 2027; and will take 9 to 12 months to construct. Phase 3 of construction is anticipated to begin in 2029 (pending funding); and will take 12 to 18 months to construct.

  There have been questions from citizens about the new roundabout construction at the intersection of Crestview Drive and Village Road on Hilltop Road, which will eliminate the existing two-way stop-controlled intersection. Here is the map: Roundabout Rendition/Map

  Watch for on-going flagging operations near Crestview Drive as crews safely move equipment in the area. Flagging operations are Monday through Friday, 7 a.m. to 7 p.m. Minor delays up to five minutes can be expected.

- **Quebec and Park Meadows Drive Intersection Improvements** – Work is underway by Basis Partners, the design consultant. They are working closely with internal and external partners to develop several concept designs for the corridor. Douglas County expects initial recommendations by early August and a final concept design submittal, including cost estimates, by late October.

- **C-470 Trail and University Blvd Pedestrian Grade Separation Project** - Douglas County and CDOT are partnering on advancing the construction of a new bridge to improve pedestrian and cyclist safety by eliminating the need for users of the C-470 Trail to cross University Blvd at-grade. This currently requires four separate roadway crossings, across a total of eight lanes of traffic. The proposed grade separated C-470 Trail crossing will also improve traffic operations, since the numerous bicyclists and pedestrians currently crossing at-grade, adversely impact signal progression along University Blvd and traffic entering or existing the C-470 ramps, especially on the weekends when trail use is highest. HEI Civil started construction on January 27, 2025. The completion date of the project is anticipated to be on or before December 31, 2025.



In order to build the new pedestrian bridge, crews have built a pedestrian detour. Cyclists will be required to dismount and walk through the area. Cyclists and pedestrians should slow down and follow signage through the area. This detour will remain in place throughout the project.

- **2025 Pavement Management Projects**
  - The 2025 Pavement Management projects under contract currently total YTD is $16,601,051.30 and expenditures to date are $5,479,368.44; work is 33% complete.
  - The **2025 Sidewalk Repair Project** has been awarded a contract amount of $3,432,650.00. The project is 99% complete. Work is complete on Gleneagles Village Pkwy and is paused until the fall when additional funds will be added to the contract for additional pavement, curb and gutter repair.

  - The **2025 Asphalt Overlay Project** has been awarded with a contract amount of $11,011,969.30 with an additional $2M added on May 27. Construction began on June 2 and the project is 16% completed based on funding. Work continues in Bayou Hills and Dutch Creek neighborhoods. Ideal Fencing will continue guardrail installation and repair this summer. Repairs will be performed on Coronado Dr, Rainbow Creek Rd, and on Lincoln Ave and Stonegate Pkwy. A new guardrail will be installed on Russellville Rd near Red Deer Rd.

- **Quebec and Lincoln Turn Lane (Post Office Corner)** - Muller Engineering, the designer of the intersection reconstruction project, provided two concept designs. Douglas County staff reviewed each option and feedback was provided to the design engineer on July 7th. Muller Engineering will provide a new fee estimate for the additional design work and the contract will be amended accordingly.

- **I-25 Douglas County Monument Signs** – The Board of County Commissioners hosted a working session on June 30 to review the proposed site locations and design options with the consultant. The Commissioners provided input on both the site locations and design, which the consultant will use to further refine the options. A follow-up meeting will be scheduled in August.

- **Grigs Road Paving Project - Douglas County** - The Grigs Road Phase 1 Project (Daniels Park Road to the Trailhead) began construction on July 7, 2025. Traffic control, a full road closure, and a detour are in place. This project is anticipated to be completed in 90 days (by October 15, 2025). Monarch Blvd. will serve as a detour route. Inlets are being constructed, which will be followed by rip-rap installation and rough grading of the road.

Phase 1 of the Grigs Road Paving Project will involve extending the existing asphalt pavement from Daniels Park Road to the East/West Regional Trailhead and Pavilion parking lot. This section of Grigs Road has a gravel road surface and roadside ditches on both sides for drainage purposes. The project will span one mile in length and will require significant earthwork, installation of new curb and gutter, and the construction of six-inch asphalt pavement. Additionally, drainage enhancements will be implemented throughout the installation of eight new inlet structures. The existing metal pipe culvert crossings will be replaced with upgraded reinforced concrete pipes and flared-end sections.

- **Highlands Ranch Pkwy Reconstruction, Broadway to Burntwood** - Olsson has been selected for design; the kick-off meeting occurred on July 3. Olsson has begun the survey and geotechnical work. The 30% design review is scheduled in October. The concrete in this section is in poor condition and reconstruction is planned for 2026, so that the project is complete prior to the Broadway / Highlands Ranch Pkwy safety improvement project planned for 2027.

- **2023 Spring Canyon LID** – The design consultant, TST, is expected to deliver design plans in September. The geotechnical firm has finished soil sampling and is working on the geotechnical report. The project is on track for mid-2026 construction bidding. (Design work performed in advance of finalizing financing will be reimbursed to the County by the lender as part of the construction loan.)

- **County Line Road Widening and Reconstruction (University to Broadway) - Douglas County** - This project will include a new traffic signal at the Clarkson Street / County Line Road intersection, a mill and overlay for the portion of the road within the City of Littleton located between Phillips Avenue and Broadway, as well as adding sidewalks. Construction is anticipated to start in summer 2025.

- **2023 Bannock LID** - The contract with TST for the preliminary design was presented to the Board on June 10th. Notice to proceed for design was June 12th. The geotechnical engineer plans to drill at the end of July and will begin working on the geotechnical report. Once the preliminary design is complete (towards the end of 2025), financing will be executed, and plans will be prepared for bidding. (Design work performed in advance of finalizing financing will be reimbursed to the County by the lender as part of the construction loan.)

Development Review

- **Letters of Credit and Warranties**:
  - A Sight Draft was presented for signature to draw upon a Letter of Credit ($100,297.00) for Lincoln Creek Village Filing 1, 8th Amendment DV2016-286. This is the Cardel Parker, L.P. GESC Permit for

the project. No action will be taken if an amendment to extend the expiration date (07/31/2025) is submitted to the County.

- A second Sight Draft was presented for signature to draw upon a Letter of Credit ($191,301.45) for Sterling Ranch Filing 5A, DV2019-342. This is for the Tri Pointe Homes Holdings, Inc. GESC Permit for the project. No action will be taken if an amendment to extend the expiration date (08/06/2025) is submitted to the County.

- **Sterling Ranch Filing #7:** All phases of construction ongoing throughout site (storm, curb, asphalt, overlay, etc.) Initial Acceptance on Ph. 2, 3, 4, 6 currently being sought by developer. (pictured right)
- **CommonSpirit Demolition at 9197 South Peoria Street:** Demolition is underway at the old Teletech building. CommonSpririt Health will utilize the land to build a 42-acre medical campus. (pictured below)

- **Willow Creek – Mile High Flood District:** Three Sons Contracting is installing boulders and grouting boulders (DV # 2023-410). (pictured right)

- **Emergency Sewer Repair:** Hyper Flow Service Company is replacing and backfilling a sanitary sewer at 13123 Spica Drive. (pictured near right)

- **Sterling Ranch Filing #7-A:** Three Sons Inc. is installing an 84-inch diameter storm sewer, and Concrete Curb & Gutter is installing a concrete roundabout (DV #2023-410). (pictured far right and below)

- **5886 Country Club Drive, Castle Pines:** JHL Constructors is installing headwall footings and walls (DV #2024-225). (pictured right)

- **Pinery Center Parkway – King Soopers:** Fiore and Son's is installing storm sewer and box base manholes (DV #2018-453). (pictured right)

Operations and Pavement Management

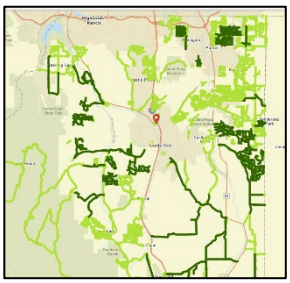
- **Maintenance Projects**:

Project	Timeline	Maintenance Details
Maintenance Improvements on Spruce Mountain Road	June 1 – Aug 4	Patching asphalt on Spruce Mountain Road from Larkspur – S. County Line.
Emergency Repairs on Plaza Dr, Centennial Blvd and Quebec St	July 14 – July 24	Patching asphalt on these roadways
Happy Canyon	July 7 – Aug 31	Laying recycled asphalt millings on Outer Marker Rd
Jackson Creek Rd	July 14 – Aug 31	Installing rip rap for erosion control

- **Emergency Responses:**

Response Type	Emergency Team	Details
Broadway	District 4	Traffic control in response to 24" watermain break
Louviers Fire	Heavy Equipment Operator Team (HEQT)	HEQT was dispatched by Wildland Fire Team in response to dozer needed to cut fire lines in Louviers
Highlands Ranch Pkwy & Broadway	On-call	Hydraulic spill on Highlands Ranch Parkway and Broadway
Burberry @ Chadwich Circle	On-call	Sink hole

- **Roadside Mowing –** The map shows all mowing activities planned for this year. Scheduled mowing is highlighted in light green and completed mowing is highlighted in dark green. YTD - 266 miles have been mowed.



- **Street Sweeping Program:** In June, 255 lane miles were swept and 108 square yards of debris was removed from County roadways.

- **Gravel Road Blading**: In June, 246 lane miles were graded for a total YTD of 1,712 lane miles.

- **Paved Surface Maintenance**: In June, 15,760 pounds of pothole patching material was applied to County roads for a YTD total of 193,454 pounds of cold mix. During the same month, 9,440 pounds of crack sealing material was used for a YTD total of 150,720 pounds of cold mix.

- **Culvert Inspections** - During this reporting period, culvert inspections were completed on nine county roads. Condition reports from 384 total inspections (YTD):
    - 27 Excellent
    - 151 Good
    - 102 Fair
    - 79 Poor
    - 22 Severe

Building

- **Inspections, Permits and Valuations for July 3 – July 16, 2025**:

Inspections	
Building	716
Electrical	602
Mechanical/Plumbing	416
Roofing	83
Permits	
Accessory Use	23
New Commercial	4
Residential Alteration	1
New Residential	10
Roofing	112
Valuations	
Accessory Use	$1,138,262
Commercial	$5,041,911
Residential Alteration	$981,342
New Residential	$4,049,229

Traffic

- Special Events: The Traffic Division is responsible for administering and processing Special Event Permits in unincorporated Douglas County for events that occur on or near county roadways, which may impact the transportation system due to the activity type or number of participants attending the event, and potentially increase traffic congestion. Applications are received year-round. However, the season for the majority of these permitted events starts in March and goes through the end of November. On average, we approve and issue approximately 25 permits per year, with most events returning from previous years. Additional details for Special Event Permits

- Special Events In Review:
    - 08/10/25 – New Event – ETF2025-034: Saddles & Spurs Parade
    - 09/06/25 – Repeat Event – ETF2025-027: ADA Tour De Cure Rocky Mountain
    - 09/17/25 – Repeat Event – ETF2025-025: Ponderosa High School Homecoming Parade
    - 09/26/25 – Repeat Event – ETF2025-026: ThunderRidge Homecoming Parade
    - 10/09/25 – New Event – ETF2025-032: Bataan Death March Colorado

Open Space and Natural Resources

- **Join in celebrating Douglas County's Open Spaces this summer -** To thank you for 30 years of support for the Parks, Trails, Historic Resources, and Open Space Fund, our Open Space and Natural Resources Department is hosting a series of public events.

Join one of these unique experiences in July:

- Sunset yoga at Sandstone Ranch: 5:30 p.m. Friday, July 18
- July Star party at Sandstone Ranch: 7 p.m. Friday, July 25
- Wildflower hike at Dawson Butte: 8 a.m. Saturday, July 26
- Mountain biking with a Ranger at Greenland: 7 a.m. Sunday, July 27 (*Participants must provide their own bike)*
- Guided equestrian ride at Sandstone Ranch: 5 p.m. Sunday, July 27 (*Participants must provide their own horse)*

Please visit our webpage to create an account and register yourself or your family for these rare opportunities. A **limited number** of spaces are available. Stay tuned to your email and the **Douglas County Outdoors Facebook page** for more upcoming events.

- **Volunteer Weed Warriors** - Douglas County Open Space has a dedicated group of volunteers called the 'Weed Warriors' who go out into the field to mitigate noxious weeds on OS properties. On Friday, July 2nd, the Weed Warriors went to Lincoln Mountain OS where they worked at the trailhead and the Eastern meadow to tackle what they described as 'mullein mania'. During this time of year mullein is in its growing stage, boasting overlapping, fuzzy green leaves that can grow up to a foot long. The plant has a long stem with sulfur-yellow flowers that can produce 100,000 to 250,000 seeds per plant. Volunteers use shovels to dig out the entire rosette before the plant dries out and drops its seeds, typically around early fall.

Common mullein is a noxious weed species that spreads rapidly and pushes out native plants important for maintaining soil health, wildlife, and seasonal pollinators. The volunteer weed crew plays a vital role in managing noxious weed growth on Open Space properties and their consistent efforts contribute to the overall health of the ecosystem. The Weed Warriors were at Columbine Open Space on Friday, July 18th to focus on mullein, Canada thistle, musk thistle, knapweed and dalmatian toadflax.

- **Ranger Response to Airport Fire** - On Sunday, July 13th, as the Airport Fire started to break out, one of the Land Manager/Rangers was on scene to unlock gates by giving fire crews quick access to the area. When the town of Louviers was put under mandatory evacuations, staff jumped in to help deputies in going door to door to inform homeowners where to go during the evacuation. Staff was also on hand with Incident Command to provide insight into the Open Space, if needed. Open Space maintains a strong relationship with local fire crews and the DC sheriff's office to assist with efficient wildfire response.

Facilities, Fleet and Emergency Support Services

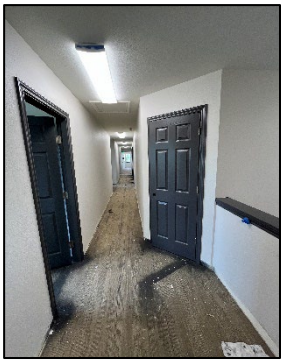
Douglas County Fairgrounds and James R. Sullivan Events Center

- **Fairgrounds Events**: Fourth of July Run, Mile High Golden Retrievers, Hindu Wedding Rehearsal, Hindu Wedding, Plum Creek Farmers Market, Srienha's Half Saree Ceremony, 4-H Ride Night, 4-H Parker Barkers, Public Works Training, 4-H Summer Outreach, 4-H Cowboys Club Practice, Roaring Fork Kennel Club Dog Show, 4-H Summer Outreach, Mile Hi Barrels July Race, Celebrating Americas Heroes. Mile High Golden Retrievers, Damian Birthday Party, Sr Ben E Keith Food Show, Market Rabbit ID Day, 4-H Ride Night, 4-H Parker Barkers, 4-H Summer Outreach, 4-H Cowboys Club, Plum Creek Kennel Club, 4-H Cloverbud Camp, SRP Training, CPR Training, Rebel Tatters, Western Dressage Clinic, Halau Kalama Luau, Romo Quince, 4-H Rocket Fly Day, Plum Creek Farmers Market, Elite K-9, 4-H Shooting Sports Awards Night, 4-H Livestock Test Night, Mock Sale, 4-H Exhibit Day, Whiskey Festival, Plum Creek Farmers Market

- **Fair & Rodeo Committee Meetings**:
  - Fair Board 7/17

Facilities Projects:

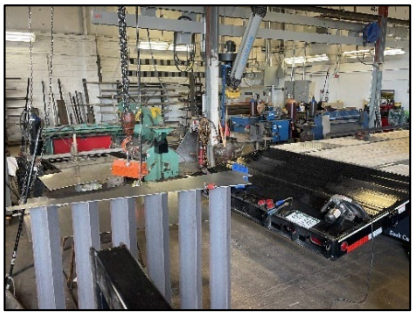
- **Fairgrounds:**
  - Kirk Hall South Door Replacement: 100%
  - Midway Stage Shade Sails: 100% complete (pictured near right)
  - Fairgrounds Premium Seating Deck: Expected to be complete on 7/18 (pictured below right)
  - Indoor Arena Ticket Office Updates: 90% complete
- **Justice Center:**
  - Elevator Modernization J, K, L, M – 80% complete
  - DCSO Lobby Control and Records Remodel – 96% complete



- **Lansing Point -** Diversion, Probation, CJS and Health Dept – 99% complete
- **Douglas County Safehouse Remodel -** 60% complete (pictured above far right)
- **PMC:** Fire panel replacement – 90% complete
- **Parks and Trails:** HVAC update – 75% complete

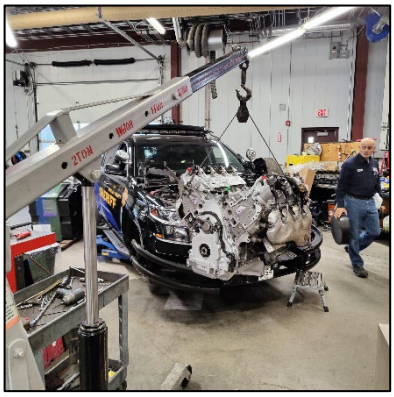
Fleet

- **Recently Completed:**
  - In Serviced units 2424, 25032 and 26002.
  - Decommissioned units 1736, 2337, 6910, 10007 and 19076.
  - 2026 Budget forecasting and submittals.
  - John Deere Wheel Loader lease buyout.
  - Purchased 2 Risk Management replacement vehicles for DCSO.
  - JD23 FTE ADD assets.



- **Working On:**
  - JD23 ADD assets
  - 2025 Budget asset and upfit specs
  - 2026 Budget Fleet Replacements

- **Fleet Acquisitions:**
    - 2024 Asset Replacements & ADDs (85 assets)
        - Budgeted – 2 PO; 27 at upfitter, 40 received
        - Additional/Unbudgeted – 4 at upfitter, 8 received
        - Risk Mgt Replacement – 4 received
    - 2025 Asset Replacements & ADDs (74 assets)
        - Budgeted – 17 PO, 29 at upfitter, 18 received
        - Additional/Unbudgeted – 6 received
        - Risk Management – 2 in process, 1 at upfitter, 1 received



Safety and Security / Emergency support Services

- The Douglas County Fair & Rodeo Security Command setup as begun. We will be maintaining security starting Friday, July 25 until the Fair ends on Sunday, August 3, 2025.
- Fire Drills will take place in the coming months. If you are unsure of your department meeting space, please check with your ERC. Thanks for your cooperation during this life-saving drill.
- The Lansing Point security project is complete.
- The Fairgrounds camera upgrade is complete.
- The CSU Extension security upgrade is complete.

Information Technology

Completed IT Projects

- **POSSE Upgrade -** The POSSE system was successfully upgraded to version 7.4.3 for the Departments of Community Development and Public Works. This upgrade brings several key benefits, ensuring the system operates efficiently while meeting the county's evolving needs. Enhancements include improved system performance, more robust reporting capabilities, and strengthened security. This update ensures the platform remains stable, efficient, and adaptable for future needs.

- **CJMS Replacement -** IT partnered with the Community Justice Services department to successfully launch RollCall23, a modern case management system that replaces the legacy system. This rollout included the launch of Socrates, a powerful mobile application that extends system functionality, boosts staff efficiency, and enhances the quality of client service. The new system streamlines workflows, improves accuracy in check-ins and case management, and enhances staff productivity. These advancements position Community Justice Services to deliver faster, innovative, and more client-focused outcomes.

- **Delivering Technical Support for June's Special Election -** The Information Technology Department provided vital support to ensure a smooth, secure, and uninterrupted voting process for the June election. This included setting up essential infrastructure, establishing reliable network connectivity, and offering on-site assistance to election judges and poll workers. IT's proactive involvement helped prevent technical disruptions, thus allowing the Elections team to focus on delivering a seamless voting experience for the community.

NEW Projects/ Initiatives	Project Description	DeptOffice
Cisco 1k Eyes Network Performance Monitoring	Cisco Thousand Eyes will improve network and application performance visibility. This tool helps quickly identify and resolve issues across internal systems, internet and cloud services and ensures more reliable access to tools like Microsoft Teams and Zoom.	Enterprise

DC Services Refresh	Upgrade our current ServiceNow ESS portal to the ServiceNow Employee Center Portal. This project enhances multidepartment service delivery by offering a modern, unified experience for employees, improving service access and operational visibility across the organization.	Enterprise
***CURRENT* Proj/Initiatives**	**Project Description**	**Dept/Office**
Tax Roll Interim Enhancements	Replaces the Tax Roll Application to maintain validation and integration of Assessor and Treasurer data for tax processing. Since the current system is being retired, a new, reliable solution will be implemented to keep tax processing running smoothly.	Assessor, Budget, Treasurer
BITS Rewrite	Move the outdated BITS application to a new, in-house Microsoft-based system to align with IT's technology stack.	Clerk & Recorder
Zoning Statutes Codification Project	Implement a modern zoning and subdivision codification solution to streamline the update and maintenance of municipal codes, thereby enhancing efficiency.	Community Dev
Copilot Use/Rollout Strategy	Evaluate the County's technology infrastructure, security, risk, governance, compliance, and data privacy landscape to ensure the safe and ethical adoption of Microsoft M365 Copilot. Implementation will be phased: first addressing identified gaps, then launching a targeted pilot, and ultimately expanding to broader use case rollouts.	Enterprise
.gov Migration Project	Enhance security and citizen confidence by migrating Douglas County websites to a .gov domain (from the CO.US domain), transitioning all county email addresses and login credentials to .gov, and updating all county business collateral and processes to reflect the .gov migration.	Enterprise
ArcGIS Web AppBuilder Migration	Migrate GIS applications from the retiring ArcGIS Web AppBuilder to modern Esri-supported tools like Instant Apps and Experience Builder, ensuring ongoing functionality, security, and supportability.	Enterprise
E. Lansing Point Bldg. – Tech Infra/Conf Room AV/Relo Moves	Full construction buildout of the E. Lansing Building, the extension of necessary County technology, and the relocation of Public Health, Community Justice Services, DA23 Diversion, and State JD23 Probation departments and their staff.	Enterprise
WorkSMART Budget/Finance	As part of the JDE replacement program, we aim to streamline business processes and improve data accuracy through efficient data entry and integration across systems. This project will modernize the County's outdated finance, accounting, budget, and procurement processes by implementing a modern Enterprise Resource Planning system.	Enterprise
WorkSMART HR/Payroll	As part of the JDE replacement program, we aim to streamline business processes and improve data accuracy through efficient data entry and integration across systems. This project focuses on implementing a Human Capital Management platform to monitor and enhance the entire employee lifecycle comprehensively.	Enterprise
Next-Gen Teams and SharePoint	Streamline collaboration by leveraging Microsoft Teams and SharePoint. With clear guidelines, training, and ongoing support, departments will have the tools to work together more efficiently and securely.	Enterprise
2025 Fair and Rodeo IT Support	Coordinate IT support for the 2025 Fair and Rodeo. This includes infrastructure setup, ticketing support, vendor coordination, and network connectivity.	Facilities

EventPro Fair & Parks DB Split	The EventPro Fairgrounds Database Split project will configure the Fairgrounds system to meet specific operational needs, allowing for more flexibility and control. This shift will improve staff efficiency and support a better client experience.	Fairgrounds, Parks & Trails
Dynamics CE - Public Health Nurse: Operational Initiative	This initiative involves implementing a case management system for the County Nurse program. The application will be built using a Microsoft Dynamics-based solution, providing tools to manage client records, cases, referrals, appointments, and reporting. The goal is to streamline and modernize the County Nurse's workflow, replacing manual processes with an intuitive, centralized workflow system.	Public Health, Human Services
Recreation Opportunity Public Map	Develop a comprehensive, up-to-date map showcasing recreational opportunities across the county. This initiative is designed to improve public access to information about parks, trails, open spaces, and other amenities, making it easier for residents and visitors to explore and enjoy the county's outdoor offerings.	Parks
Address Verification Program	Develop a comprehensive mapping system for multi-unit addresses to improve the accuracy and efficiency of emergency response. This initiative supports dispatch operations and ensures compliance with Next Gen 911 standards while meeting key stakeholders' operational needs, such as the Assessor, Treasurer, and Community Development departments.	Sheriff's Office

Communication and Public Affairs

Campaign Highlights

- **Douglas County honors Wildfire Preparedness Month -** The 2025 wildfire mitigation awareness campaign began on Jan. 28 and is ongoing.

In May, Douglas County celebrated Wildfire Preparedness Month by sharing tips and resources on how residents can mitigate the risk of a wildfire spreading to their home. Throughout the quarter, Douglas County shared information about services, strategies, and programs in the County that work to mitigate wildfires.

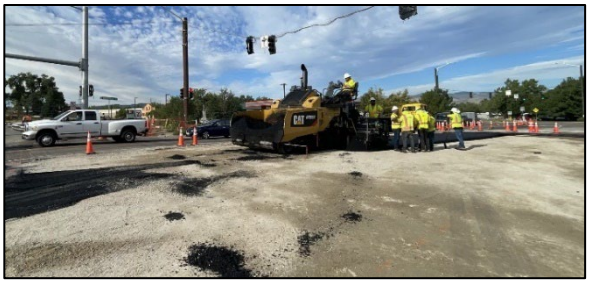
  - Communication Objectives: Raise awareness among residents of wildfire prevention strategies being employed in Douglas County. Raise awareness among residents of how they can mitigate wildfires on their property. Tactics have been primarily digital and include Douglas County's online newsroom, email distribution, a YouTube video, earned media, and organic social media.
  - Results:
    - Newsroom Post Views: 764
    - Social Media Impressions: 83,482; Facebook: 49,905; Instagram: 2,117; LinkedIn: 1,233; X: 2,572; NextDoor: 27,655
    - YouTube video views: 286
    - Email Open Rate: 45.0%
  - Media:
    - Total number of media mentions (online and print): 19
    - Estimated Reach (online and print): 333,963
    - Estimated Ad Equivalency Value (online and print): $146,095
    - Total number of media mentions (broadcast): 2
    - Estimated Reach (broadcast): 158,830
    - Estimated Ad Equivalency Value (broadcast): $58,767.10

- **Board of Douglas County Commissioners pursues the process of becoming a Home Rule County -** The Home Rule education and awareness campaign began March 25 and completed on June 24. On March 25, the Board of Douglas County Commissioners adopted a resolution to transition from a statutory form of government to a Home Rule County Charter. Throughout the quarter, Douglas County Communication and Public Affairs provided residents with information on Home Rule and the process. In partnership with the Clerk and Recorder's Office, the team also provided voters with clear information about how to vote in the June 24 Special Election.

  - Communication Objectives: Inform and engage Douglas County stakeholders leading up to the June 24 Special Election. Tactics were a broad mix of digital and traditional means, including: the county's online newsroom, earned media, new webpages, email distribution, two Live Town Halls, organic social media, a printed election booklet mailed to voters, a printed postcard mailed to voters and paid SEO.
  - Results:
    - Newsroom Post Views: 28,034
    - Social Media Impressions: 419,764: Facebook: 153,791; Instagram: 8,663; LinkedIn: 10,941; X: 15,157; NextDoor: 231,212
    - Email Open Rate: 48.7%
    - Home Rule Email List Sign-Ups: 1,088
  - Media:
    - Total number of media mentions (online and print): 100
    - Estimated Reach (online and print): 570,296
    - Estimated Ad Equivalency Value (online and print): $189,806
    - Total number of media mentions (broadcast): 396
    - Estimated Reach (broadcast): 144,622,904
    - Estimated Ad Equivalency Value (broadcast): $53,510,474.50
  - Print
    - Election Booklet: Mailed to more than 140,000 voters.
    - Election Postcard: Mailed to more than 140,000 voters
    - A QR code printed on both mailers had 990 scans
  - Paid SEO Campaign
    - Total spend: $2,046.90
    - Impressions: 13,895
    - Clicks: 3,132
    - Average Cost Per Click (CPC): $0.65
    - Click-through Rate: 26%
  - Live Town Halls
    - May 28: 8,709 total attendees online/phone attendees; 100 in the room; 3,051 views on YouTube recording
    - June 17: 3,852 total online/phone attendees; 999 views on YouTube recording

- **US 85 Project Milestones: C-470 and High Line Canal Trails Reopening and Paving Updates -** In partnership with Public Works, communication efforts on US 85 began in October 2022 and are ongoing. In April, the highly anticipated C-470 Trail and High Line Canal Trail underpasses beneath US 85 opened, a major milestone in Douglas County's ongoing efforts to improve safety and mobility for pedestrians and cyclists

along this important corridor. In May, the final layer of asphalt along 2.5 miles of US 85 (Santa Fe) was paved between Highlands Ranch Parkway and north of County Line Road.



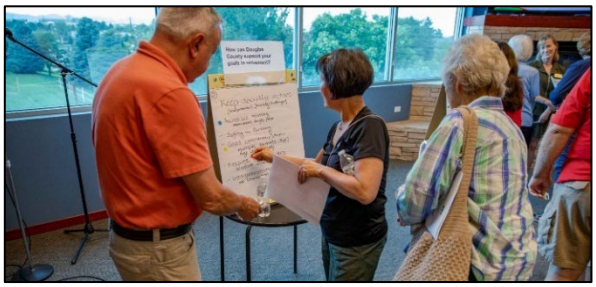
- Communication Objectives: Provide Douglas County residents with up-to-date information on US 85 roadwork. Tactics have been primarily digital and include Douglas County's online newsroom, earned media, an updated webpage, ribbon cutting event, email distribution, and organic social media.
- Results:
  - Newsroom Post Views: 4,505
  - Social Media Impressions: 231,772 - Facebook: 189,400; Instagram: 1,375; LinkedIn: 3,869; X: 3,433; NextDoor: 33,695
  - Email Open Rate: 54.9%
- Media:
  - Total number of media mentions (online and print): 15
  - Estimated Reach (online and print): 114,770
  - Estimated Ad Equivalency Value (online and print): $28,763
  - Total number of media mentions (broadcast): 32
  - Estimated Reach (broadcast): 34,998,498
  - Estimated Ad Equivalency Value (broadcast): $12,949,444.3

- **Douglas County prepares for the 2025 Fair & Rodeo (**Campaign began April 18 and is ongoing) - Since April, Douglas County Communication and Public Affairs – in partnership with Fair staff - has been promoting the 2025 Fair & Rodeo, including joining the County Fair Board, opportunities to enter the Creative Arts or Agriculture/Floriculture Open Class competitions, serving as a volunteer, the Dustin Lynch concert, the Farm-to-Table brunch, and free tickets for military service members, veterans and first responders.

  - Communication Objectives: Raise awareness among residents of everything the 2025 Fair & Rodeo has to offer and ways to get involved. Tactics have been primarily digital and include Douglas County's online newsroom, email distribution, YouTube videos, digital and print ads, and organic social media.
  - Results:
    - Newsroom Post Views: 931
    - Social Media Impressions: 73,600 - Facebook: 39,851; Instagram: 2,189; LinkedIn: 447; X: 4,124; NextDoor: 26,989
    - Email Open Rate: 44.5%
    - YouTube video views: 510
  - Media:
    - Total number of media mentions (online and print): 3

- Estimated Reach (online and print): 1,157
- Estimated Ad Equivalency Value (online and print): $428
- Total number of media mentions (broadcast): N/A
- Estimated Reach (broadcast): N/A
- Estimated Ad Equivalency Value (broadcast): N/A

- **Douglas County increases resources and services for older adults** (Campaign began May 14 and is ongoing) - In May, the Douglas County Board of Commissioners formally adopted a resolution declaring May as Older Americans Month and announced a June 11 Live Town Hall and Resource Fair. In June, the Board announced their investment of $1.5 million into solutions that address service gaps identified during public meetings and direct feedback to Commissioners as part of their Older Adult Initiative. Douglas County also announced a new webpage that convenes local support organizations in one place.



  - Communication Objectives: Raise awareness among older adults of resources and services available to them in Douglas County and the progress made on increasing these offerings as part of the Board's Older Adult Initiative. Tactics have been primarily digital and include Douglas County's online newsroom, an updated webpage, Live Town Hall and Resource Fair, email distribution, and organic social media.
  - Results:
    - Newsroom Post Views: 2,084
    - Social Media Impressions: 45,490 - Facebook: 17,094; Instagram: No posts; LinkedIn: 487; X: 2,980; NextDoor: 24,929
    - Email Open Rate: 47.1%
  - Media:
    - There were no media mentions for this campaign.
  - Live Town Hall - Total attendees online and via phone: 4,179; 75 in the room; 218 views on YouTube video recording

- **Douglas County celebrates the expansion of Link On Demand, a free, on-demand transportation service, into Highlands Ranch** (Campaign began May 27 and is ongoing) - On May 27, the Board of Douglas County Commissioners joined partners from the City of Lone Tree and transportation provider Via to officially launch the Highlands Ranch expansion of Link On Demand, a free, on-demand transportation service. The group marked the occasion with a ribbon-cutting event at Highland Heritage Regional Park.

  - Communication Objectives: Raise awareness about the service expansion and its key benefits (free, accessible and safe). Educate users on how to request a ride through the Link-On-Demand app. Highlight the County's leadership in innovative public transportation. Tactics have been primarily digital and include Douglas County's online newsroom, email distribution, a YouTube video, earned media, organic social media and paid social.
  - Results:
    - Newsroom Post Views: 4,092

        - Social Media Impressions: 6,516 - Facebook: 2,546; Instagram: No posts; LinkedIn: No posts; X: 1,063; NextDoor: 2,907
        - Email Open Rate: 49.7%
        - YouTube video views: 363
    - Media:
        - Total number of media mentions (online and print): 10
        - Estimated Reach (online and print): 78,434
        - Estimated Ad Equivalency Value (online and print): $18,413
        - Total number of media mentions (broadcast): 2 (radio)
        - Estimated Reach (broadcast): N/A
        - Estimated Ad Equivalency Value (broadcast): N/A
    - Meta Campaign
        - Impressions: 143,300
        - Reach: 33,600
        - Link Clicks: 2115
        - Cost Per Click: $0.60
    - Rides - There were nearly 5,000 rides provided in June

- **Douglas County celebrates individuals who go above and beyond to strengthen our community** (Campaign began March 2025 and is ongoing) - From neighbors who lend a hand without being asked, to students pushing boundaries in the classroom and on the field to local businesses quietly giving back, Douglas County is filled with people making a difference. The Douglas County Hall of Fame celebrated several individuals this quarter on our Hall of Fame webpage, during Business Meetings, and on social media.

    - Communication Objective: Celebrate and raise awareness of the above and beyond efforts of Douglas County residents. Tactics have been primarily digital and include Douglas County's online newsroom, email distribution, YouTube videos, earned media, and organic social media.
    - Results:
        - Newsroom Post Views: 181
        - Social Media Impressions: 27,875 - Facebook: 7,639; Instagram: 2,313; LinkedIn: No posts; X: 517; NextDoor: 17,406
        - Email Open Rate: 46.1%
        - YouTube video views: 297
    - Media:
        - Total number of media mentions (online and print): 6
        - Estimated Reach (online and print): 48,731
        - Estimated Ad Equivalency Value (online and print): $10,260
        - Total number of media mentions (broadcast): 14
        - Estimated Reach (broadcast): 2,684,371
        - Estimated Ad Equivalency Value (broadcast): $993,217.27

- **Heroes Hall -** In April, the Board of Douglas County Commissioners approved the Heroes Hall Lease Agreement, allowing the Foundation to continue moving forward with plans to fundraise and eventually construct Heroes Hall.

    - Communication Objectives: Raise awareness among residents of the need for a central gathering place for Veterans and a one-stop-shop for their needs,

including offices for Douglas County Veterans Service Office and the founding organizations – American Legion, Veterans of Foreign Wars and Douglas County Veterans Monument Foundation. Kickoff a fundraising campaign for the Heroes Hall. Tactics have been primarily digital and include Douglas County's online newsroom, email distribution, a YouTube video, earned media, and organic social media.

- Results:
  - Newsroom Post Views: 467
  - Social Media Impressions: 19,024 - Facebook: 6,958; Instagram: 722; LinkedIn: 1,612; X: 394; NextDoor: 9,338
  - Email Open Rate: 41.2%
  - YouTube video views: 295
- Media:
  - Total number of media mentions (online and print): 4
  - Estimated Reach (online and print): 15,265
  - Estimated Ad Equivalency Value (online and print): $5,648
  - Total number of media mentions (broadcast): 4
  - Estimated Reach (broadcast): 1,806,872
  - Estimated Ad Equivalency Value (broadcast): $668,542.64

Commissioner Work Sessions – July 8, 2025

- **Zebulon Sports Complex – Executive Session – No Notes**

- **Douglas County Zoning Resolution – Planned Development Amendment Process –** Staff provided an overview of the various proposed changes to improve the PD amendment process. The changes are considered time and cost saving for applicants and staff. Time was limited for a detailed review so this will be scheduled for further discussion in the coming weeks.

- **Proposed Developer Agreement with Sterling Ranch -** The Sterling Ranch Community Association Board and Sterling Ranch LLC are proposing a Developer Agreement to formalize financial commitments outlined in their Planned Development (PD). The PD was approved in 2013 under the County's "concurrency management," which allowed the county to require developers to pay 100% for certain off-site roadway improvements. However, in 2014, the county shifted to a "fair share participation" model based on traffic generation, which is considered more equitable and the Agreement will accomplish this. Discussion included the details of the revised fee structure and road projects covered by the Agreement that all parties have agreed to. At the request of Commissioner Van Winkle, staff will provide him the calculations done to reach the percentages for his review. The Agreement will be submitted to a future Business Meeting for approval.

Commissioner Work Sessions – July 14, 2025

- **Community Services Briefing –** The Commissioners were given updates on the following projects:
  - **Highlands Ranch Link on Demand** – in operation for a full month now and showing significant early success and ridership exceeding expectations. Discussions included future county-wide expansion and potential funding sources. Next steps - Monthly reports will be provided, host a municipal roundtable and include representatives from RTD, DRCOG and Denver South.
  - **Domestic Violence Safehouse** – renovations complete week of July 21, opening target date first week in August, ceremonial ribbon cutting tentative August 27.
  - **Youth Initiative 20th Anniversary** - discussion included celebration planned for August 15, youth policy issues and challenges.
  - **Aging Resources of Douglas County Space Request** – discussion included seeking administrative office space and feasibility of a satellite model for service delivery due to cramped space in current

facility, potential locations being evaluated, colocation possibilities with Veteran Services in Plum Creek building that has been vacated by the Health Department's move to Lansing Point.

- **Douglas County Cultural Council Recommendations for 2025 SCFD Grant Funds** – Staff provided the recommended distribution of the 2025 SCFD funds in the amount of $1,290,475.62. Funds to go to 11 organizations for General Operating Support and 47 project-based funding requests. Commissioners requested that the list be updated with two additional columns – number of Douglas County Served (estimate) and if the organizations are Douglas County based or not – and check with SCFD to determine if there is flexibility to fund organizations beyond their applied amount. Commissioners will review the updated list and flag any organizations of concern.

- **Board of Human Services – Executive Session – No Notes**

Commissioner Administrative Session – July 15, 2025

- **2025 Fair and Rodeo Drone Show Design –** Staff and the Vendor received feedback from the Board on the desired design.
- **Turkey Tracks Update –** The Board was briefed on the status of the project and the challenges they have had getting the Forest Service approvals on every step. Grant funds have been awarded and will be available in 2026. Staff is recommending the County apply for a Special Use Permit from the Forest Service that will turn the project over to the County and the County will have authorization to finally build the Shooting Range that has been in process for 10 years.
  Motion – Direct staff to engage the U.S. Forest Service in a Special Use Permit for purposes of creating a shooting range at Turkey Tracks.
- **Boards and Commissions Appointments**
  Motion #1 – Appoint Patti Russell and Ryan Johson as Douglas County Fair Board of Directors. Passes 3-0.
  Motion #2 – Appoint Mark Witkiewicz to the position of Alternate for District 2 on the Douglas County Planning Commission. Passes 3-0
  Christian Schilder was discussed for appointment to the Planning Commission for District 1 as a regular member. Commissioner Van Winkle asked to meet with him before appointing him. Staff will arrange the meeting.
- **Citizen Correspondence –** Was not discussed due to lack of time.

Planning Services Activity Report

Completed Projects

Dist.	Date	Project Title	Project Description	Project Type	Project No.
1	07/02/25	Piney Lake Trails, Metro District 1	Correct plat references to the legal name of the Metropolitan District for Piney Lake Trails.	Administrative Replat	SB2025-022
1	07/03/25	Looking Glass Filing 34	Referral request from the Town of Parker for the final plat of Looking Glass Filing 34.	External Referral	RE2025-104
2	07/03/25	Bella Mesa South	Town of Castle Rock - SDP for 93 townhomes.	Ext Referral	RE2025-111
1	07/07/25	Park Meadows Town Center Filing 1A, 9th Amendment	City of Lone Tree for a replat of the Park Meadows Town Center to break a lot into 3 lots.	External Referral	RE2025-110
	07/08/25	42190 Vista Ridge	Elbert County for an 864 sq. ft. ADU including a 2000-gallon water storage tank.	External Referral	RE2025-113
2	07/08/25	12327 A S SH 83, 1st Rev, 4th Mod	Upgrade equipment on existing Verizon Wireless communication facility/tower.	SIP Modification	SP2025-017

Dist.	Date	Project Title	Project Description	Project Type	Project No.
3	07/09/25	9375 Cresthill Lane	12,000 SF addition to the Highlands Ranch High School for automotive career space.	Location and Extent	LE2025-007
1	07/11/25	Looking Glass Filing 36	Town of Parker for the final plat of Looking Glass Filing 36.	External Referral	RE2025-116
1	07/11/25	Looking Glass Filing 37	Town of Parker for the final plat of Looking Glass Filing 37.	External Referral	RE2025-115
2	07/11/25	9876 Democrat Road	Black Hills Energy for gas regulator station and pipelines.	Location and Extent	LE2025-008
2	07/11/25	Maher Ranch Water Tank Site Annexation	Town of Castle Rock for an annexation of the Maher Ranch Water Tank Site.	External Referral	RE2025-118
	07/14/25	Together Jeffco 2045 & Transportation & Mobility Plan	2nd referral request - Jefferson County for the preliminary "Together Jeffco" 2045 Comp Plan & Transportation & Mobility Plan (drafts)	External Referral	RE2025-112

Referrals

Dist.	Date	Project Title	Project Description	Project Type	Project No.
3	06/25/25	Erickson Filing 1, 8th Amendment	Lot Line Vacation to combine two lots.	Administrative Replat	SB2025-024
2	06/27/25	Woodmoor Mt Filing 1, Lot 35	Request for variance to reduce street setback from 40' to 19' due to a construction error.	Variance	VA2025-008
3	06/27/25	Reynolds Ind'l Park, 4th Amd, Lot 26A, 2nd Rev	Build an addition to existing commercial site	SIP Revision	SP2025-015
3	06/27/25	Sterling Ranch PD, 10th Amd	Amend the distribution of 12,050 residential dwelling units.	Planned Dev Admin Amd	ZR2025-003
2	07/02/25	3640 N State Highway 67	Entertainment Event Permit for fundraising event and concert for 250 people.	Minor Ent Event	EE2025-005
1	07/03/25	Compark Business Campus Metro Dist 1st Amd	Compark Business Campus Metro District, 1st Amendment.	Material Modification	SV2025-006
2	07/03/25	Legends Club, Tract D1	Request for an administrative variance for telecommunication facility equipment.	Administrative Variance	VA2025-007
2	07/07/25	13350 South Perry Park Road	Veterans Mental Health event with an expected attendance of 200-300 individuals.	Minor Ent Event	EE2025-004
1	07/08/25	Bloom Preliminary Plan	Request to subdivide into 32 single family residential lots.	Preliminary Plan	SB2025-017
3	07/08/25	5377 N SH 67	Request to change use from residence to office	Site Imp Plan	SP2025-050
3	07/09/25	John Adams Academy Exemption	Single lot of approximately 26.07 acres for conveyance to a public charter school.	Exemption	EX2025-005
3	07/10/25	Highlands Ranch Filing 103A, 1st Amd	Request to adjust boundaries between one lot and two tracts.	Administrative Replat	SB2025-021
1	07/11/25	Crest View, 2nd Amendment	Request to subdivide an existing single family residential lot into 2 lots.	Replat	SB2025-020

Dist.	Date	Project Title	Project Description	Project Type	Project No.
2	07/11/25	Twin Oaks Rd & Clarkes Circle Rd Vacations	Vacate portions of Twin Oaks Road and Clarkes Circle for Metro District gate installation.	Roadway Vacation	SB2025-026
3	07/14/25	Highlands Ranch Planned Dev, 81st Amendment	Request for a Major Amendment to the Highlands Ranch Planned Development (PD) to add uses and adjust planning areas in OSCA.	Planned Development Major Amd	ZR2025-004
2	07/15/25	Monte Ridge, 2nd Amendment	Request for a lot line vacation to combine two lots.	Administrative Replat	SB2025-025

Upcoming BOA Hearings

Dist.	Date	Project Title	Project Description	Project Type	Project No.
2	07/29/25	Woodmoor Mt Filing 1, Lot 35	Request for variance to reduce street setback from 40' to 19' due to a construction error.	Variance	VA2025-008

Upcoming PC Hearings

Dist.	Date	Project Title	Project Description	Project Type	Project No.
2	07/21/25	Keene Ranch Planned Dev 3rd Amd	Amend the Keene Ranch PD to change fencing standards for allowed distance from ROW	Planned Dev - Major Amd	ZR2023-007
3	07/21/25	Highlands Ranch Planned Dev, 80th Amd	Request for a Major Amendment to Planning Area 85 of the Highlands Ranch Planned Development to add residential units.	Planned Development - Major Amd	ZR2025-001
2	07/21/25	Ramblewood Planned Dev	Rezone from A1 and RR to PD for future subdivision and residential development.	Rezoning	ZR2024-031
2	07/21/25	Ramblewood Metro District	New Service Plan for Ramblewood Metropolitan District.	New Service Plan	SV2025-002
2	07/21/25	Pinery Meadows Metro District	New Service Plan for Pinery Meadows Metropolitan District.	New Service Plan	SV2025-003
1	07/21/25	Piney Lake Trails Metro Dist 1 & 2, 1st Amd	Piney Lake Trails Metropolitan District Nos. 1 & 2, 1st Amendment.	Material Modification	SV2025-001
3	08/04/25	Solstice Filing 5, Tract A	Begin development of park amenities for Fun Shade Park.	Location and Extent	LE2025-006
3	08/04/25	Highlands Ranch Planned Dev, 80th Amd	Amendment to Planning Area 85 of the Highlands Ranch Planned Development to add residential units.	Planned Dev Major Amd	ZR2025-001
1	08/04/25	Sundown Oaks Metro District	New Service Plan for Sundown Oaks Metropolitan District.	New Service Plan	SV2025-005

Upcoming BCC Land Use Hearings or Meetings

Dist.	Date	Project Title	Project Description	Project Type	Project No.
2	07/22/25	Pinery Planned Dev, 31st Amd	Increase dwelling units in PA 63 for future development of up to 45 residential lots.	Planned Dev - Major Amd	ZR2023-002
2	07/22/25	Waiver of Central Services Req in the Comm Zone Dist – 2006 Kelty Rd	At the May 13, 2025, BCC Meeting, the Board voted to table the request. Request to reconsider zoning waiver.	Waiver	SP2024-081

Dist.	Date	Project Title	Project Description	Project Type	Project No.
3	07/22/25	Fee Waiver- HRHS Falcon Family Committee Picnic	Request from HRHS Falcon Family Committee Picnic for $75 to use of HHRP Shelter C on Aug 8, 2025, for the beginning of the year picnic.	Fee Waiver	
2	07/22/25	SHFG Agreement for Greenland Post Office for $168,006 & Co. Contribution of $56,003	Request for approval to execute the Acknowledgement of Award Conditions and Covenant Property Protection documents.	Grant Agreement	
2	07/22/25	PTHROS Sales Tax Funding Request for Cherokee Ranch & Castle for $575,000	Request for funding from the Parks, Trails, Historic Resources and Open Space (PTHROS) sales tax in the amount of $575.000.	Funding Request	
1	07/22/25	EdgeConneX Holdings, Inc – Economic Dev Incentive Request fee waiver for $99,886.46	Request for fee waiver of development review, permit, and inspection fees associated with a tenant finish project at 8451 Highfield Parkway.	Fee Waiver	
2	08/12/25	Pinery Meadows Metropolitan Dist	New Service Plan for Pinery Meadows Metro District. Meeting to set a hearing date.	New Service Plan	SV2025-003
2	08/12/25	Ramblewood Metropolitan Dist	New Service Plan for Ramblewood Metro District. Meeting to set a hearing date.	New Service Plan	SV2025-002
2	08/12/25	Keene Ranch Planned Dev, 3rd Amd	Amend the Keene Ranch Planned Development to change fencing standards relating to allowed distance from right-of-way.	Planned Development Major Amd	ZR2023-007
3	08/12/25	Highlands Ranch Planned Dev, 80th Amd	Request for a Major Amendment to Planning Area 85 of the Highlands Ranch Planned Development to add residential units.	Planned Development Major Am	ZR2025-001
1	08/26/25	Sundown Oaks Metropolitan Dist	New Service Plan for Sundown Oaks Metro District. Meeting to set a hearing date.	New Service Plan	SV2025-005
2	08/26/25	Pinery Meadows Metropolitan Dist	New Service Plan for Pinery Meadows Metropolitan District.	New Service Plan	SV2025-003
2	08/26/25	Ramblewood Metropolitan Dist	New Service Plan for Ramblewood Metropolitan District.	New Service Plan	SV2025-002
1	09/09/25	Sundown Oaks Metro District	New Service Plan for Sundown Oaks Metropolitan District.	New Service Plan	SV2025-005
3	09/09/25	6359 Airport Road	Request for a 2-day Colorado Highland Games Festival in September.	Major Ent Event	EE2025-007

Pre-submittals

Dist.	Date	Project Title	Project Description	Project Type	Project No.
2	07/08/25	1433 Lake Gulch Rd	Seasonal pumpkin patch fundraiser.	Minor Ent Event	PS2025-136
2	07/08/25	501 Tenderfoot Dr	Perry Park Water and Sanitation District, proposes a new water treatment facility.	Location and Extent	PS2025-137
2	07/08/25	McHenry Subdivision, Lot 2	Establish a sports-based recreation facility with indoor and outdoor uses.	Use by Special Review	PS2025-131

Dist.	Date	Project Title	Project Description	Project Type	Project No.
2	07/08/25	Metes and Bounds at N Platte River Rd	Denver Water to perform a variety of site and system upgrades.	Location and Extent	PS2025-130
2	07/08/25	Part of ROW within Twin Oaks	Twin Mesa Metro Dist to vacate a portion of Twin Oaks Rd and Clarkes Circle.	Roadway Vacation	PS2025-149
3	07/08/25	7745 Moore Rd	Events on October 18, 2025, and December 13, 2025, at Zuma's Rescue Ranch.	Minor Ent Event	PS2025-148
3	07/08/25	Sterling Ranch Filing 7A, Tract U	Sterling Ranch CAB for the design and construction of a park.	Location and Extent	PS2025-138
1	07/09/25	M&B West of SH 83 North of Pinery Pkwy	PWSD to construct an electrical switchgear building and perform other upgrades.	Location and Extent	PS2025-142
2	07/09/25	7054 S State Hwy 83	Rezoning from A1 to LI for an online auction of farm and construction equipment.	Rezoning	PS2025-143
3	07/10/25	5997 Ron King Trail	HRCA proposes to make improvements and building additions to the Basecamp and Horse Corrals in the Backcountry.	SIP Revision	PS2025-154
2	07/15/25	Public ROW in Spruce Mountain Estates Unit 2 AKA Part Pine View Road	The applicant proposes a Right of Way Vacation of the portion of Pine View Circle which has never been utilized.	Roadway Vacation	PS2025-097
2	07/15/25	Public ROW in Spruce Mountain Ests Unit 2 AKA Part Pine View Road	Right of Way Vacation to use the center 30' as a private driveway to access 14420 S. Perry Park Rd.	Roadway Vacation	PS2025-084
3	07/15/25	7440 N US Highway 85	The applicant proposes a Final Plat submittal of Filing No. 1.	Final Plat	PS2025-146

Streamline Pre-submittals

Dist.	Date	Project Title	Project Description	Project Type	Project No.
1	07/02/25	Grandview Ests Lot 3 & south ½ of Lot 2	Lot Line Vacation between the southern ½ of lot 2 and lot 3 to construct a new home.	Administrative Replat	PS2025-150
2	07/02/25	Sterling Tree Farm, Lot 25	Building Envelope Adjustment to better utilize the rear of the property.	Administrative Replat	PS2025-129
2	07/08/25	6597 S State Hwy 83	Event Center on a 103-acre property.	Site Imp Plan	PS2025-141
3	07/08/25	Sterling Ranch Filing 3A 3rd Amd Lot 324-A	Sterling Ranch CAB proposes design and construction of a park.	Location and Extent	PS2025-140

New Applications

Dist.	Date	Project Title	Project Description	Project Type	Project No.
	07/02/25	42190 Vista Ridge	Elbert County for an 864 sq. ft. ADU including a 2000-gallon water storage tank.	External Referral	RE2025-113
1	07/02/25	Stonegate Filing 2, 2nd Amd, Tract A	Request for broadband equipment building.	Site Imp Plan	SP2025-052
2	07/02/25	13350 South Perry Park Road	Veterans Mental Health event with an expected attendance of 200-300 individuals.	Minor Ent Event	EE2025-004
2	07/02/25	3640 N State Highway 67	Entertainment Event Permit for fundraising event and concert for 250 people.	Minor Ent Event	EE2025-005
3	07/02/25	5377 N State Highway 67	Request to change use from residence to office	Site Imp Plan	SP2025-050

Dist.	Date	Project Title	Project Description	Project Type	Project No.
3	07/07/25	John Adams Academy Exemption	Single lot of approximately 26.07 acres for conveyance to a public charter school.	Exemption	EX2025-005
2	07/07/25	2485 South Russellville Road	Operate an event venue for up to 8 weddings per year with 65 guests per event.	Use by Special Review	US2025-010
2	07/08/25	East Plum Creek Trail Annexation	Referral Request from the Town of Castle Rock for an annexation of the East Plum Creek Trail.	External Referral	RE2025-114
3	07/09/25	7000 Roxborough Park Road, 2nd Amd	Expand operational features for Pepper's Senior Dog Sanctuary.	Administrative Amendment	US2025-011
1	07/09/25	Looking Glass Filing 36	Referral request from the Town of Parker for the final plat of Looking Glass Filing 36.	External Referral	RE2025-116
1	07/09/25	Looking Glass Filing 37	Referral request from the Town of Parker for the final plat of Looking Glass Filing 37.	External Referral	RE2025-115
2	07/09/25	Twin Oaks Rd & Clarkes Circle Rd Vacations	Request to vacate portions of Twin Oaks Road and Clarkes Circle to allow for Metro District gate installation.	Roadway Vacation	SB2025-026
2	07/10/25	Elk Ridge Estates Exemption, 1st Amd	Request for an administrative exemption amendment, building envelope adjustment.	Exemption	EX2025-006
2	07/10/25	6310 Dakan Road	One-day fundraising Event for 300 people for Forever Colorado BBQ.	Minor Ent Event	EE2025-006
2	07/10/25	Bears Den Rural Site Plan, 2nd Exemption	Keeping of more than 4 household pets (kennel or aviary).	Use by Special Review	US2025-012
2	07/11/25	Maher Ranch Water Tank Site Annexation	Town of Castle Rock - annexation of the Maher Ranch Water Tank Site.	External Referral	RE2025-118
1	07/11/25	Looking Glass Filing 35	Referral request from the Town of Parker for the final plat of Looking Glass Filing 35.	External Referral	RE2025-119
	07/11/25	EdgeConneX Holdings LLC	Request for Economic Development Incentives and Fee Waiver for EdgeConneX Holdings LLC.	Economic Development	ED2025-003
3	07/11/25	Highlands Ranch Planned Dev, 81st Amd	Request for a Major Amendment to the Highlands Ranch Planned Development (PD) to add uses and adjust planning areas in OSCA.	Planned Development - Major Amd	ZR2025-004
2	07/14/25	9998 South Perry Park Road	115 acres from Rural Residential (RR) to Agricultural One (A-1).	Zoning Map Change	DR2025-004
2	07/14/25	Chateau Valley Site Development Plan	Third Request - Town of Castle Rock for the Chateau Valley Site Development Plan.	External Referral	RE2025-117
3	07/14/25	3280 Redstone Park Cir, 6th Revision	Replace an existing personal wireless communications facility approx. 7' away.	SIP Revision	SP2025-054
1	07/14/25	Inverness Sub Filing 9, 1st Modification	Change in use for a portion of an office building to youth theater.	Modification	SP2025-053
1	07/14/25	Grand View Ests Lot 3 & south ½ of Lot 2	Lot Line Vacation between Lot 3 & southern ½ of Lot 2 to construct a house.	Administrative Replat	SB2025-027
3	07/14/25	6359 Airport Rd	Request for 2-day Colorado Highland Games Festival in September.	Major Ent Event	EE2025-007

New Sign Permits

Dist.	Date	Project Title	Project Description	Project No.
2	07/11/25	Castleton Center Filing 1, Lot LI-2	Elevation Golf Club - 3194 N Industrial Way Unit #200	SG2025-078

Dist.	Date	Project Title	Project Description	Project No.
3	07/11/25	Highlands Ranch Filing 149, 4th Amd, Lot 1C-1A-1	Facial Aesthetics - 1265 Sgt Jon Stiles Dr Building #J Unit #I	SG2025-077

Special Event Liquor Permits

Dist.	Date	Event Name	Permittee Name & Event Address	Permit No.
3	07/14/25	Fall Festival	Sterling Ranch Community Advisory Board - 9765 Middle Peak St	LL2025-047
3	07/14/25	Highlands Ranch Oktoberfest Celebration	Highlands Ranch Cultural Affairs Assoc. - 9288 Dorchester St	LL2025-044
3	07/14/25	Oktoberfest	Sterling Ranch Community Advisory Board - 8002 Titan Rd	LL2025-048
3	07/14/25	Sterling Ranch Days	Sterling Ranch Community Advisory Board - 9765 Middle Peak St	LL2025-046
3	07/14/25	Wildcat Mountain Trail Races	Highlands Ranch Community Association - 11035 Monarch Blvd	LL2025-045

Engineering Services Bid Calendar

Project Description	Plans Available to Contractors	Contractor Pre-Bid Conference	Project Bid Opening	Tentative BCC Approval Date
Geopolymer Lining Project SP 2025-019	Jul. 21, 2025	Jul. 30, 2025	Aug. 12, 2025	Sept. 9, 2025

This project consists of repair of 1,494 linear feet of 90"-126" CMP storm and 201 linear feet of 54" CMP storm in various locations within Highlands Ranch & Roxborough Village with geopolymer lining and minor site work as needed per site.

- **Geopolymer Lining Project, SP2025-019:** Staff is preparing final construction documents and specifications for this project. Bid dates have been established and are shown on the attached Engineering Services Bid Calendar. The Project consists of the will repair 1,494 linear feet of 90"-126" CMP storm and 201 LF of 54" CMP storm in various locations within Highlands Ranch & Roxborough Village with geopolymer lining and minor site work as needed per site.
- A **Pre-Construction Conference** was held on Friday, July 18, 2025, for the **County Line Road (Broadway to University) Project ,** Douglas County Project Number CI 2020-013, STU C470-044. **JHL Constructors** will begin work on this project on Tuesday, Sept. 2, 2025. Work will be completed in 730 calendar days (September 2, 2027). This project involves widening and reconstructing County Line Road between Broadway and University. County Line Road will be widened from one lane to two lanes in each direction, and a new traffic signal will be installed at the intersection of Clarkson Street, providing noise mitigation on the north side of County Line Road.